

CONTRACT FOR TEACHING SERVICES
(Job Order Status)

KNOW ALL MEN BY THESE PRESENTS:

This agreement made and executed into by and between:

The Visayas State University (VSU) a government academic institution and created by virtue of R.A. 9437, with principal office at Baybay, Leyte duly represented by the University President, Dr. JOSE L. BACUSMO hereinafter referred to as the FIRST PARTY;

-and-

Ms. Paula Nadrea F. Morales, of legal age, single/married, Filipino and residing at hereinafter referred to as the SECOND PARTY:

WITNESSETH:

WHEREAS, the FIRST PARTY is in need of one with the desired expertise who will teach Engl 11, 21 courses/subjects at the Dept. of Liberal Arts and Behavioral Sciences, VSU, Baybay, Leyte effective 1st Semester, SY 2010-2011 for a maximum of 426.5 contact hours required for this Semester at P100.00 per hour and not to exceed the monthly salary of an equivalent regular position.

WHEREAS, the SECOND PARTY possesses the needed expertise to undertake the aforementioned job and is willing to be paid on a per hour basis;

Now, THEREFORE, premises considered, the parties hereto have hereby agree as they have agreed under the terms and conditions, as follows:

THAT the SECOND PARTY hereby undertakes the aforementioned teaching job under the direct supervision of the FIRST PARTY or duly authorized representative: such as:

- A. To prepare teaching guides and submit them to the department head at the end of the semester; (one syllabus per course)
- B. To conduct classes as scheduled;
- C. To conduct examination (mid/final/long hours/quizzes);
- D. To correct and return test papers on time; (1 week after the exam)
- E. To submit grades and turn over class records to department head; two weeks after the finals examination.
- F. To participate in other teaching activities required of them.

That for and in consideration of the foregoing job, the FIRST PARTY agrees to pay the SECOND PARTY for services equivalent to the required total number of hours of service as certified by the Registrar which should be in accordance with the prescribed schedule of classes, unless there is an approved changes thereto.

That the Second Party is also required by the First Party to pass a clearance every end of the summer/semester to ensure that all academic requirements have been complied with. Last payment of service for the said semester shall be released only upon submission of the same.

That the second party should also adhere to existing rules and regulations of the University including the wearing of uniform.

That this agreement will not in any manner result to any employer-employee relationship between the parties.

IN WITNESS WHEREOF, we have hereunto affixed our signatures this _____ day
JUL 09 2010 at Baybay, Leyte, Philippines.

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VISAYAS STATE UNIVERSITY
Baybay, Leyte

By:


JOSE L. BACUSMO


University President
(First Party)

Signed in the presence of:


PAULA NADREA F. MORALES
Second Party


JUSTINIANO L. SEROY
Dept. Head


ANITA G. GODOY
Administrative Officer II



LOURDES B. CANO
Director, ODAHRD

PROVINCE OF LEYTE)
REPUBLIC OF THE PHILIPPINES)S.S.
MUNICIPALITY OF BAYBAY)

BEFORE ME, this JUL 09 2010 day of 2010, personally appeared Dr. Jose L. Bacusmo with Comm. Tax Receipt No. 13565669 issued on Jan. 6, 2010 at Baybay, Leyte and Ms. Paula Nadrea F. Morales with Comm. Tax Receipt No. 25255849 issued on Jan. 29, 2010 at Baybay, Leyte known to me to be the same persons who executed the foregoing instrument and they acknowledged to me that the same is their free and voluntary act and deed.

This instrument consisting of two pages including this acknowledgement has been signed by the parties and their witnesses and sealed with my notarial seal.

WITNESS MY HAND AND SEAL on the date and place first above written.


ATTY EDEN R. CHAVEZ-BUTAWAN
Notary Public

UNTIL DECEMBER 31, 2010
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