



CONTRACT OF SERVICE

KNOW ALL MEN BY THESE PRESENTS:

This Agreement entered into by and between:

The **VISAYAS STATE UNIVERSITY**, an institution of higher learning established under Presidential Decree No. 470 as amended by Presidential Decree No. 700 and converted into a state university by virtue of Republic Act No. 9158 and renamed as Visayas State University by virtue of Republic Act No. 9347, with principal office at Baybay City, Leyte, duly represented by its President **DR. EDGARDO E. TULIN**, hereinafter referred to as the **FIRST PARTY**;

- and -

MS. MARIA FATIMA B. ESTROSAS, of legal age, Filipino, married and a resident of Brgy. Marcos, Baybay City Leyte hereafter referred to as the **SECOND PARTY**:

WITNESSETH

WHEREAS, the **FIRST PARTY** is engaged not only in instruction but also in research and extension;

WHEREAS, the **FIRST PARTY** is a grantee of research funds from other government agencies such as PCARRD, DA and other private institutions;

WHEREAS, the **FIRST PARTY** is in need of personnel who possess the necessary technical know-how in the field of agricultural research to conduct researches or assist the researchers in the conduct of research activities;

WHEREAS, the **SECOND PARTY** possesses the required technical know-how in agricultural research and willing to participate in any research and development activities.

NOW, THEREFORE, premises considered, the parties hereto have hereunto agreed on the following terms and conditions to wit:

That the **FIRST PARTY** hereby employs the services of the **SECOND PARTY** as Science Aide for the **Office of the Director for Extension** at VSU, VISCA, Baybay, City effective January 1 to June 30, 2021 at the rate of **P13,807.00/month** with the following duties and responsibilities:

That the **SECOND PARTY** has the following duties and responsibilities:

1. Monitors and consolidates all VSU-funded extension projects' accomplishment vis-à-vis the targets and prepares quarterly, midyear and year-end (annual) report for submission to the OVPREI planning unit for integration and submission to FMO and other concerned offices;
2. Monitors and consolidates reports of all trainings conducted from departments, centers, institutes and colleges;
3. Take charge of referral services and documents requests and actions taken by concerned departments, centers and institutes on requests by walk-in clients;
4. Assists in facilitating Extension In-House Review;
5. Assists in the Farmers' Field Day, Baybay Agro-Fair, Mobile Exhibits and other related activities;
6. Assists in facilitating training programs;
7. Do other tasks that may be assigned by the superior.

That for and in consideration of the services of the **SECOND PARTY**, the **FIRST PARTY** binds itself to pay the former a total of **P 94,842.00** only representing salary including **PERA** and **ACA** payable at least twice a month at VSU, VISCA, Baybay, City upon presentation of daily time record duly attested by the representative of the **FIRST PARTY**;

That the **SECOND PARTY** authorizes the **FIRST PARTY** to deduct from the former's monthly salary the amount corresponding to contributions for GSIS, PhilHealth and PAG-IBIG

premiums which could not be legally provided for by the FIRST PARTY over the duration of this contract.

That the FIRST PARTY grants the SECOND PARTY the necessary expenses for travels made officially in connection with the project and duly approved by the FIRST PARTY or her duly authorized representative upon presentation of pertinent supporting papers and subject to usual accounting and auditing rules and regulations.

That the SECOND PARTY shall be entitled to leave benefits as provided for the Joint CSC and DBM Circular No. 99-7 dated December 29, 1999. However, since monetization of leave credits and payment of terminal benefits of contractual employees are chargeable only to the lump sum appropriation of the agency, the SECOND PARTY should enjoy all leave credits within the year it's earned.

That the SECOND PARTY hereby undertakes to treat all research results derived from the research conducted or those information divulged by the researcher of which she has access to by reason of her duties and responsibilities as highly confidential albeit the possible presence of other available sources relative thereto.

That the SECOND PARTY will not claim as her own project-derived intellectual property as a result of the task assigned to her though she shall be duly acknowledged for the success of the same.

That the SECOND PARTY hereby undertakes to refuse employment, which involves or may involve the disclosure or use of the confidence, reposed on her by the researcher.

That the SECOND PARTY agrees to the reservation of a right of the FIRST PARTY to terminate the services of the former in the event that the performance of the SECOND PARTY is prejudicial to the smooth and efficient operation of the FIRST PARTY in achieving the purpose, for the lack of funds, or for other just cause;

That in case either party desires to terminate this contract before its expiration date, written notice shall be served to the other party at least thirty (30) days before effectivity of the termination.

IN WITNESS WHEREOF, we hereunto set our hand on this ~~1st~~ day of January 2021, in VSU, Visca, Baybay City Leyte.


21 DEC 2020

uf

VISAYAS STATE UNIVERSITY
Visca, Baybay City Leyte

By:


EDGARDO E. TULIN
University President
(First Party)


MARIA FATIMA B. ESTROSAS
(Second Party)

Signed in the presence of:


OTHELLO B. CAPUNO
VP, Research, Extension & Innovation



LOURDES B. CANO
Director, ODAHRD

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

21 DEC 2020

BEFORE ME, a Notary Public for and in the City of Baybay, Leyte, Philippines, this ~~1st~~ day of ~~January, 2021~~, personally appeared **DR. EDGARDO E. TULIN** with ID No.: **V000522** and **MS. MARIA FATIMA B. ESTROSAS** with valid ID No. **V01001**, known to me to be the same persons who executed the foregoing instrument and they acknowledged to me that the same is their voluntary act and deed, as well as the parties hereto.

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


ATTY. RYSAN C. GUINOCOR
NOTARY PUBLIC
~~UNTIL DECEMBER 31, 2020~~
PTR 376895 - BAYBAY, LEYTE - 1/16/2020
IBP 111875 - TACLOBAN CITY - 1/23/2020
MCLE COMP. NO. VI - 0003619 - 09/22/17
ROLL OF ATTORNEYS NO. 57467

Doc. No. 1814
Page no. 63
Book No. XXX
Series of 2020



