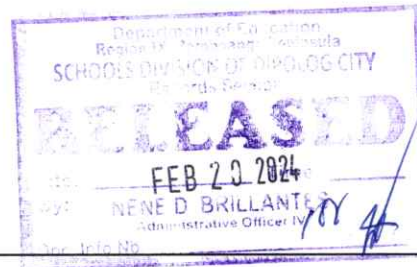




Republic of the Philippines
Department of Education
REGION IX – ZAMBOANGA PENINSULA
SCHOOLS DIVISION OF DIPOLOG CITY



19 February 2024

DIVISION MEMORANDUM

No. 66, s. 2024

**MOA SIGNING OF SISTER SCHOOL PROJECT OF
GAU FENG ELEMENTARY SCHOOL AND
DIPOLOG PILOT DEMONSTRATION SCHOOL**

To: **Assistant Schools Division Superintendent
Chiefs, CID and SGOD
Atty. Maria Cecille Bastasa-Tanaga, Legal Officer
Ma. Lisa E. Valdehueza, PSDS
Remegio D. Gabonada, School Principal – DPDS
Social Mobilization and Networking Section
This Division**

1. The Sister School Project between Gau Feng Elementary School in Hsinchu City, Taiwan and Dipolog Pilot Demonstration School in Dipolog City, Philippines aims to foster cross-cultural understanding and global awareness among students, language and cultural exchange, and strengthen connections and friendships between students and international community.
2. **Virtual signing of Memorandum of Agreement** between *Gau Feng ES and Schools Division of Dipolog City through Dipolog Pilot Demonstration School (DPDS)* is scheduled on **26 February 2024** at **09:30 a.m.**, link will be provided to the participating personnel.
3. As such, may we request the School Head, *Remegio D. Gabonada* to help facilitate the conduct of the event by:
 - a. identifying master of ceremony during the virtual signing;
 - b. attending the virtual meeting/ orientation with the teachers at 2:00pm after the signing; and
 - c. supporting other preparatory needs of the project.
4. In addition, may we request full support and participation of the schools and identified teaching personnel on the implementation of the 4-month project, as follows:
 - a. Clammer S. Realiza - Grade VI – Felicity
 - b. Maricar B. Calago - Grade VI – Charity
 - c. Fritzie S. Ladaga - Grade VI – Sincerity
 - d. Fritzie E. Saldon - Grade V – Jade
 - e. Vilma Kipkip - Grade V – Gratitude
5. Attached is a copy of Memorandum of Agreement for your reference and guidance. If you have concerns, feel free to contact the SGOD – SMN personnel.
6. Immediate dissemination of this memorandum is enjoined.

MA. LIZA R. TABILON EdD., CESO V
Schools Division Superintendent

MEMORANDUM OF AGREEMENT

KNOW ALL MEN BY THESE PRESENTS:

This Memorandum of Agreement (MOA) is entered into by and between:

DEPARTMENT OF EDUCATION SCHOOLS DIVISION OFFICE OF DIPOLOG, an Agency of the National Government of the Republic of the Philippines, with office address at Purok Farmers, Olingan, Dipolog City, represented by its Schools Division Superintendent, **MA. LIZA R. TABILON**, herein referred to as "**DepEd Dipolog**";

-and-

GAU FENG ELEMENTARY SCHOOL, a public school in Taiwan, with the address at No. 2, Lane 332, Gaocui Road, East District, Hsinchu City, represented by its School Principal, **HO HSIN-WEI**, hereafter referred to as "**GAU FENG ES**";

WITNESSETH

WHEREAS, as part of Gau Feng ES' commitment to fostering international collaboration, cultural exchange and enrichment of students' personal growth, a **SISTER SCHOOL PROJECT** between educational institutions has been proposed with the following main objectives;

- Foster cross-cultural understanding and global awareness among students;
- Facilitate language and cultural exchange programs;
- Strengthen connections and friendships between students and the international community

WHEREAS, DepEd Dipolog recognizes that in order to form globally competitive and globally recognized Filipino learners, we must provide/promote/deepen intercultural awareness and encounters amongst students through programs such as the aforementioned;

WHEREAS, the parties agree that the resources, services, and opportunities contemplated by this Memorandum will further their vision and mission; hence, of mutual interest and benefit;

WHEREAS, the parties agree to conduct all undertakings in good faith and make decisions by consensus. The parties further agree to act in a spirit of collaboration, striving to place the substance of the relationship above their individual concerns;

NOW, THEREFORE, for and in consideration of the foregoing, the parties hereto agree to the following terms and conditions:

I. ROLES/RESPONSIBILITIES/COMMITMENTS OF THE PARTIES

GAU FENG ES shall:

- a. Appoint a focal person or team to handle the following responsibilities:
 - i. Liaise with DepEd Dipolog all preparatory, actual implementation and post- implementation of activities as stipulated in the project/activity design;
 - ii. Co-lead the preparation and conduct of the activities;
 - iii. Ensure timely execution of activities;
 - iv. Monitor the progress of the activity implementation vis-à-vis the expected output and performance indicators of each activity; and
 - v. Provide activity documentation report;
- b. Work with the assigned focal person of DepEd Dipolog to ensure that target participants to the activities are able to attend/comply, and are properly budgeted, if needed;
- c. Undertake to keep personal/confidential information which has become known to them while executing the present agreement secret, and to not disclose it to third parties without prior written consent from the other party or its legal representatives;
- d. Agree that in case of violation of any of the provisions of this contract, the same shall be cognizable before the proper court in Dipolog City, Philippines.

DEPED DIPOLOG shall:

- a. Appoint a focal person or team to handle the following responsibilities:
 - i. Liaise with Gau Feng ES all preparatory, actual implementation and post- implementation of activities as stipulated in the project/activity design;
 - ii. Co-lead the preparation and conduct of the activities;
 - iii. Ensure timely execution of the activities;
 - iv. Monitor the progress of the activity implementation vis-à-vis the expected output and performance indicators of each activity; and
 - v. Assist in the preparation of activity documentation report;
- b. Work with the assigned focal person of Gau Feng ES to ensure that target participants to the activities are able to attend/comply, and are properly budgeted, if needed;
- c. Undertake to keep personal/confidential information which has become known to them while executing the present agreement secret, and to not disclose it to third parties without prior written consent from the other party or its legal representatives;
- d. Agree that in case of violation of any of the provisions of this contract, the same shall be cognizable before the proper court in Dipolog City, Philippines.

II. SCHEDULE OF ACTIVITIES

Below is the project implementation between Gau Feng ES and DepEd Dipolog elementary school through Dipolog Pilot Demonstration School (DPDS)

Activity	Grade/Class (GFES)	Grade/Class (DPDS)	Date
Virtual Language and Cultural Exchange 1 st Topic: Self - Introduction and Gau Feng A to Z DPDS A to Z 2 nd Topic: This Is How We Do It (A day in the lives of students at GFES and DPDS)	501 Loyalty	Grade V Gratitude	1 st : March 6, 2024 2 nd : May 8, 2024 Time: 9:35 - 10:15
	502 Filial Piety	Grade V Jade	1 st : March 6, 2024 2 nd : May 8, 2024 Time: 8:45 - 9:25
	601 Loyalty	Grade VI Felicity	1 st : March 5, 2024 2 nd : May 7, 2024 Time: 3:05 - 3:45
	602 Filial Piety	Grade VI Sincerity	1 st : March 4, 2024 2 nd : May 6, 2024 Time: 10:30 - 11:10
	603 Benevolence	Grade VI Charity	1 st : March 4, 2024 2 nd : May 6, 2024 Time: 1:20 - 2:00
Culture box exchange <i>One (1) culture box will be sent to each country. This box may contain items that represent each country's culture. Such contents may include postcards, city brochures made by students, snacks, toys, books, cultural artifacts (traditional clothing, items representing festivals or cultural events)</i>	Participating students and teachers shall decide on the items for the culture box exchange. Participating teachers shall facilitate.		April 2024
One (1) Virtual Workshop for Teachers (Technology in Education)	selected teachers		June 2024

III. TERM AND TERMINATION

The term of this Memorandum of Memorandum shall be from February 26, 2024 - June 30, 2024.

IV. REVIEW OF TERMS AND CONDITIONS

Any amendment, modification, or alteration to the provisions of this agreement may be made any time before the expiration of this MOA; provided that revision/s must be communicated to all parties in writing at least one month prior to implementation. Provided further, that all revisions must be decided by all Parties.

V. EFFECTIVITY

This MOA shall take effect immediately upon signing until otherwise revoked in full writing.

IN WITNESS WHEREOF, the parties hereunto affixed their signature this _____ at _____.

HO HSIN-WEI
Gau Feng ES

MA. LIZA R. TABILON
DepEd Dipolog

Signed in the presence of:

ACKNOWLEDGMENT

Republic of the Philippines)
Dipolog City) S.S.

BEFORE ME, a Notary Public for and in _____ personally appeared the following persons:

NAME	GOV'T ISSUED ID NO.	DATE/PLACE ISSUED

All known to me and to me known to be the same persons who executed the foregoing instrument which they acknowledge to me to be their free and voluntary act and deed and that of the entities they represent. This Instrument refers to a Memorandum of Agreement consisting of _____ including this page where this Acknowledgment is contained, signed by the parties and their instrumental witnesses on each and every page thereof sealed with my Notarial seal.

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

Doc. No. _____
Page No. _____
Book No. _____
Series of 2024.