



Republic of the Philippines  
**UNIVERSITY OF SOUTHERN MINDANAO**  
Kabacan, Cotabato  
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## BOARD OF REGENTS

### AN EXCERPT FROM THE MINUTES OF THE 146<sup>th</sup> REGULAR MEETING OF THE USM GOVERNING BOARD ON 20 DECEMBER 2021 VIA ZOOM TELECONFERENCE

#### CONFIRMATION OF MEMORANDA OF AGREEMENT WITH ELEVEN (11) PRIVATE AGENCIES

**Resolution No. 118-A, series of 2021** with the Treelife Organic (TL), Hafi Hugo P. Cecchini Institute (BFH-HAFL), Bern University of Applied Sciences, Wageningen University (WU), and Aidenvironment (AE) – To cooperate in research activities reinforced by the Stepped-Wedge Random Control Trial (SW-RCT) Project design and agree that USM will act as focal point to facilitate research activities in the municipality of Carmen, Philippines

**Resolution No. 118-B, series of 2021** with The Philippine Phytopathological Society, Inc. – Re: Provision of funding assistance amounting to Php100,000 for scholarship grant to three (3) academically deserving but financially-challenged Plant Pathology major students of the University of Southern Mindanao, within the school year starting on August 2021 until August 2022 and renewable every year thereafter.

**Resolution No. 118-C, series of 2021** with the Nutrition Foundation of the Philippines, Inc. – for mutually agreement on the following:

- The Nutrition & Dietetics students to be accepted for the practicum/training are *Senior Nutrition & Dietetics Students* of USM. The total number of students accepted for training will depend on the agreement between the two institutions;
- The agreement shall take effect on December 1, 2021 and shall continue in full force and effect up to January 31, 2022.
- The first party (USM) agrees that there will be no refund of affiliation fees should the student be unable to complete the required number of practicum hours; and
- Both parties must have a copy of a notarized MOA.

**Resolution No. 118-D, series of 2021** With Kabacan Polymedic Cooperative Hospital (KPCH) – Re: To agree on the following for a period of two (2) years:

**KPCH shall:**

- Serve as an AFFILIATING INSTITUTION and allow the use of equipment and facilities needed and required by the nursing students of USM while on clinical related learning experience and/or affiliation;
- Set standard operating procedures in relation to clinical Related Learning Experience (RLE) and/or affiliation of the nursing students of USM;
- Conduct orientation for the Clinical Instructors;
- Designate a qualified member or its nursing staff as trainers/ preceptors; and
- Conduct regular and/or emergency meetings with the Dean, Program Head, Clinical Coordinator and/or Clinical Instructors of USM in order to deliberate issues and other concerns relative to training and affiliation activities

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(cont.)

**USM shall:**

1. Abide by the rules and regulations of KPCH which shall be made known to the clinical instructors and nursing students prior to the official start of the clinical Related Learning Experience (RLE);
2. Abide by the applicable provisions of Sec. 25 and 27, Art. V of RA 7164, otherwise known as the Philippine Nursing Act of 2002;
3. Abide by the rules and regulations of Administrative Order No. 5-A, Series of 1996, and any violation thereof shall be a legitimate ground for the cancellation of this agreement;
4. Replace any property damaged or any losses incurred in the hospital as a result of negligence or improper use by the students;
5. At all times observe and maintain the student to patients ratio of 1:1-2, 1:2-4 and 1:3-4 for levels two, three and four, respectively, to enable quality medical, pediatric, surgical, communicable disease, psychiatric, obstetrical, gynecological and neonatal training;
6. Be responsible in the assignment of clinical instructors who shall supervise the students;
7. Ensure wearing of ID and/or prescribed name tags at all times; however, entry to the Hospital of the Clinical Instructors and students shall be covered by an affiliation contract mutually agreed upon by both parties. The NO CONTRACT, NO ENTRY POLICY shall be enforced;
8. Safeguard patients' rights and privacy, observe confidentiality of records, and ensure quality patient care;
9. Ensure compliance with CHED and DOH Joint Memorandum Circular No 2021-001 (Guidelines on Gradual Reopening of Campuses of Higher Education institutions for Limited Face-to-Face Classes during the COVID-19 Pandemic); and,
10. Remit the amount of P100.00 per student per rotation as affiliating hospital fee for the two (2) year affiliation contract and Php50.00 per student as orientation fee.

**Resolution No. 118-E, series of 2021 with Deseret Surgimed Hospital (DSH) – To agree on the following for a period of two (2) years:**

**DSH shall:**

1. Serve as an AFFILIATING INSTITUTION and allow the use of equipment and facilities needed and required by the nursing students of USM while on clinical related learning experience and/or affiliation;
2. Set standard operating procedures in relation to clinical Related Learning Experience (RLE) and/or affiliation of the nursing students of USM;
3. Conduct orientation for the Clinical Instructors;
4. Designate a qualified member or its nursing staff as trainers/ preceptors; and

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(cont.)

5. Conduct regular and/or emergency meetings with the Dean, Program Head, Clinical Coordinator and/or Clinical Instructors of USM in order to deliberate issues and other concerns relative to training and affiliation activities.

**USM shall:**

1. Abide by the rules and regulations of DSH which shall be made known to the clinical instructors and nursing students prior to the official start of the clinical Related Learning Experience (RLE);
2. Abide by the applicable provisions of Sec. 25 and 27, Art. V of RA 7164, otherwise known as the Philippine Nursing Act of 2002;
3. Abide by the rules and regulations of Administrative Order No. 5-A, Series of 1996, and any violation thereof shall be a legitimate ground for the cancellation of this agreement;
4. Replace any property damaged or any losses incurred in the hospital as a result of negligence or improper use by the students;
5. At all times observe and maintain the student to patients ratio of 1:1-2, 1:2-4 and 1:3-4 for levels two, three and four, respectively, to enable quality medical, pediatric, surgical, communicable disease, psychiatric, obstetrical, gynecological and neonatal training;
6. Be responsible in the assignment of clinical instructors who shall supervise the students;
7. Ensure wearing of ID and/or prescribed name tags at all times; however, entry to the Hospital of the Clinical Instructors and students shall be covered by an affiliation contract mutually agreed upon by both parties. The NO CONTRACT, NO ENTRY POLICY shall be enforced;
8. Safeguard patients' rights and privacy, observe confidentiality of records, and ensure quality patient care;
9. Ensure compliance with CHED and DOH Joint Memorandum Circular No. 2021-001 (Guidelines on Gradual Reopening of Campuses of Higher Education institutions for Limited Face-to-Face Classes during the COVID-19 Pandemic); and,
10. Remit the amount of P100.00 per student per rotation as affiliating hospital fee for the two (2) year affiliation contract and Php50.00 per student as orientation fee.

**Resolution No. 118-F, series of 2021 With Mindanao Doctor's Hospital and Cancer Center (MDHCC) – Re: To agree on the following for a period of two (2) years:**

**MDHCC shall:**

1. Serve as an AFFILIATING INSTITUTION and allow the use of equipment and facilities needed and required by the nursing students of USM while on clinical related learning experience and/or affiliation;
2. Set standard operating procedures in relation to clinical Related Learning Experience (RLE) and/or affiliation of the nursing students of USM;
3. Conduct orientation for the Clinical Instructors;
4. Designate a qualified member or its nursing staff as trainers/ preceptors; and

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(cont.)

5. Conduct regular and/or emergency meetings with the Dean, Program Head, Clinical Coordinator and/or Clinical Instructors of USM in order to deliberate issues and other concerns relative to training and affiliation activities.

**USM shall:**

1. Abide by the rules and regulations of MDHCC which shall be made known to the clinical instructors and nursing students prior to the official start of the clinical Related Learning Experience (RLE);
2. Abide by the applicable provisions of Sec. 25 and 27, Art. V of RA 7164, otherwise known as the Philippine Nursing Act of 2002;
3. Abide by the rules and regulations of Administrative Order No. 5-A, Series of 1996, and any violation thereof shall be a legitimate ground for the cancellation of this agreement;
4. Replace any property damaged or any losses incurred in the hospital as a result of negligence or improper use by the students;
5. At all times observe and maintain the student to patients ratio of 1:1-2, 1:2-4 and 1:3-4 for levels two, three and four, respectively, to enable quality medical, pediatric, surgical, communicable disease, psychiatric, obstetrical, gynecological and neonatal training;
6. Be responsible in the assignment of clinical instructors who shall supervise the students;
7. Ensure wearing of ID and/or prescribed name tags at all times; however, entry to the Hospital of the Clinical Instructors and students shall be covered by an affiliation contract mutually agreed upon by both parties. The NO CONTRACT, NO ENTRY POLICY shall be enforced;
8. Safeguard patients' rights and privacy, observe confidentiality of records, and ensure quality patient care;
9. Ensure compliance with CHED and DOH Joint Memorandum Circular No. 2021-001 (Guidelines on Gradual Reopening of Campuses of Higher Education institutions for Limited Face-to-Face Classes during the COVID-19 Pandemic); and,
10. Remit the amount of P100.00 per student per rotation as affiliating hospital fee for the two (2) year affiliation contract and Php50.00 per student as orientation fee.

**Resolution No. 118-G, series of 2021 with Dr. R.A.M. Albutra General Hospital (RAH) – To agree on the following for a period of two (2) years:**

**RAH shall:**

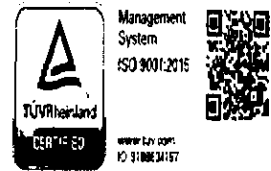
1. Serve as an AFFILIATING INSTITUTION and allow the use of equipment and facilities needed and required by the nursing students of USM while on clinical related learning experience and/or affiliation;
2. Set standard operating procedures in relation to clinical Related Learning Experience (RLE) and/or affiliation of the nursing students of USM;
3. Conduct orientation for the Clinical Instructors;
4. Designate a qualified member or its nursing staff as trainers/ preceptors;

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(cont.)

5. Conduct regular and/or emergency meetings with the Dean, Program Head, Clinical Coordinator and/or Clinical Instructors of USM in order to deliberate issues and other concerns relative to training and affiliation activities.

**USM shall:**

1. Abide by the rules and regulations of RAH which shall be made known to the clinical instructors and nursing students prior to the official start of the clinical Related Learning Experience (RLE);
2. Abide by the applicable provisions of Sec. 25 and 27, Art. V of RA 7164, otherwise known as the Philippine Nursing Act of 2002;
3. Abide by the rules and regulations of Administrative Order No. 5-A, Series of 1996, and any violation thereof shall be a legitimate ground for the cancellation of this agreement;
4. Replace any property damaged or any losses incurred in the hospital as a result of negligence or improper use by the students;
5. At all times observe and maintain the student to patients ratio of 1:1-2, 1:2-4 and 1:3-4 for levels two, three and four, respectively, to enable quality medical, pediatric, surgical, communicable disease, psychiatric, obstetrical, gynecological and neonatal training;
6. Be responsible in the assignment of clinical instructors who shall supervise the students;
7. Ensure wearing of ID and/or prescribed name tags at all times; however, entry to the Hospital of the Clinical Instructors and students shall be covered by an affiliation contract mutually agreed upon by both parties. The NO CONTRACT, NO ENTRY POLICY shall be enforced;
8. Safeguard patients' rights and privacy, observe confidentiality of records, and ensure quality patient care;
9. Ensure compliance with CHED and DOH Joint Memorandum Circular No. 2021-001 (Guidelines on Gradual Reopening of Campuses of Higher Education institutions for Limited Face-to-Face Classes during the COVID-19 Pandemic); and,
10. Remit the amount of P100.00 per student per rotation as affiliating hospital fee for the two (2) year affiliation contract and Php50.00 per student as orientation fee.

**Resolution No. 118-H, series of 2021 with Kidapawan Doctors Hospital Incorporated (KDHI) – To agree on the following for a period of two (2) years:**

**KDHI shall:**

1. Serve as an AFFILIATING INSTITUTION and allow the use of equipment and facilities needed and required by the nursing students of USM while on clinical related learning experience and/or affiliation;
2. Set standard operating procedures in relation to clinical Related Learning Experience (RLE) and/or affiliation of the nursing students of USM;
3. Conduct orientation for the Clinical Instructors;
4. Designate a qualified member or its nursing staff as trainers/ preceptors; and

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(cont.)

5. Conduct regular and/or emergency meetings with the Dean, Program Head, Clinical Coordinator and/or Clinical Instructors of USM in order to deliberate issues and other concerns relative to training and affiliation activities.

**USM shall:**

10. Abide by the rules and regulations of KDHI which shall be made known to the clinical instructors and nursing students prior to the official start of the clinical Related Learning Experience (RLE);
11. Abide by the applicable provisions of Sec. 25 and 27, Art. V of RA 7164, otherwise known as the Philippine Nursing Act of 2002;
12. Abide by the rules and regulations of Administrative Order No. 5-A, Series of 1996, and any violation thereof shall be a legitimate ground for the cancellation of this agreement;
13. Replace any property damaged or any losses incurred in the hospital as a result of negligence or improper use by the students;
14. At all times observe and maintain the student to patients ratio of 1:1-2, 1:2-4 and 1:3-4 for levels two, three and four, respectively, to enable quality medical, pediatric, surgical, communicable disease, psychiatric, obstetrical, gynecological and neonatal training;
15. Be responsible in the assignment of clinical instructors who shall supervise the students;
16. Ensure wearing of ID and/or prescribed name tags at all times; however, entry to the Hospital of the Clinical Instructors and students shall be covered by an affiliation contract mutually agreed upon by both parties. The NO CONTRACT, NO ENTRY POLICY shall be enforced;
17. Safeguard patients' rights and privacy, observe confidentiality of records, and ensure quality patient care;
18. Ensure compliance with CHED and DOH Joint Memorandum Circular No. 2021-001 (Guidelines on Gradual Reopening of Campuses of Higher Education institutions for Limited Face-to-Face Classes during the COVID-19 Pandemic); and,
19. Remit the amount of P100.00 per student per rotation as affiliating hospital fee for the two (2) year affiliation contract and Php50.00 per student as orientation fee.

**Resolution No. 118-I, series of 2021 with Kidapawan Medical Specialist Incorporated (KMSI) – To agree on the following for a period of two (2) years:**

**KMSI shall:**

1. Serve as an AFFILIATING INSTITUTION and allow the use of equipment and facilities needed and required by the nursing students of USM while on clinical related learning experience and/or affiliation;
2. Set standard operating procedures in relation to clinical Related Learning Experience (RLE) and/or affiliation of the nursing students of USM;
3. Conduct orientation for the Clinical Instructors;
4. Designate a qualified member or its nursing staff as trainers/ preceptors; and

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(cont.)

5. Conduct regular and/or emergency meetings with the Dean, Program Head, Clinical Coordinator and/or Clinical Instructors of USM in order to deliberate issues and other concerns relative to training and affiliation activities.

**USM shall:**

1. Abide by the rules and regulations of KMSI which shall be made known to the clinical instructors and nursing students prior to the official start of the clinical Related Learning Experience (RLE);
2. Abide by the applicable provisions of Sec. 25 and 27, Art. V of RA 7164, otherwise known as the Philippines Nursing Act of 2002;
3. Abide by the rules and regulations of Administrative Order No. 5-A, Series of 1996, and any violation thereof shall be a legitimate ground for the cancellation of this agreement;
4. Replace any property damaged or losses incurred in the hospital as a result of negligence or improper use by the students;
5. At all times, observe and maintain the student ratio to patients of 1:1-2, 1:2-4 and 1:3-4 for levels two, three and four, respectively, to enable medical, pediatric, surgical, communicable disease, psychiatric, obstetrical, gynecological and neonatal;
6. Be responsible in the assignment of clinical instructors, who shall supervise the students;
7. Ensure wearing of ID and/or prescribed name tags at all times; however, entry to the Hospital of the Clinical Instructors and students shall be covered by an affiliation contract mutually agreed upon by both parties. The NO CONTRACT, NO ENTRY POLICY shall be enforced;
8. Safeguard the patients' rights, observe confidentiality of records, and ensure quality patients' care and the privacy; and
9. Ensure compliance to CHED and DOH Joint Memorandum Circular No 2021-001 Guidelines on Gradual Reopening of Campuses of Higher Education institutions for Limited Face-to-Face classes during the COVID-19 pandemic.
10. Remit the amount of P100.00 per student per rotation as affiliating hospital fee for the two (2) year affiliation contract and Php50.00 per student as orientation

**Resolution No. 118-J, series of 2021 with Love Jan Foundation, Inc.** – To join forces in the planning and management of an extension program that shall enhance community assets and opportunities with the following provisions:

**Love Jan Foundation, Inc shall:**

1. Work in tandem with USM in the administration, supervision and monitoring of USM Extension and Research Projects/activities;
2. Allocate funding for the conduct of various projects/extension activities;
3. Provide venue for extension services; and

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(cont.)

4. Provide safety for the USM extension workers, researchers, faculty, students, and other partners conducting extension & research activities.

**USM-KCC shall:**

1. Provide necessary experts and technologies based on the identified priority needs of the community that is within the capability of the University;
2. Provide other facilities and other services needed in the conduct of extension and research activities;
3. Provide transportation for the USM personnel involved in extension and research activities; and
4. Conduct extension and research activities with permission and proper consultation with the concerned and target participants.

**Resolution No. 118-K, series of 2021 with Dembar Skills Training and Assessment Center, Inc.** – To implement the program entitled, *DEMBAR and USM-KCC Extension Program "Building Collaborative, Inclusive Working Relationships for Sustainable Development,"* for a period of two (2) years and agree on the following terms and conditions:

**DEMBAR shall commit to:**

1. Provide key leadership in the implementation of all development programs, projects and activities;
2. Keep peaceful and orderly work environment in the area;
3. Provide lodging, transportation and accommodation at times that live-in training & activities will be conducted in school and in the community;
4. Allocate funds for experts' services, some programs and projects to be implemented in line with Community's development plan;
5. Pay for the professional credentials for trainers whose TM and NTTC will be used in the application of DEMBAR as training center with the following conditions as indicated and agreed by the USM-KCC trainers which include the Annual Fee of Php10,000.00 for National TVET Trainers Certificate per qualification per trainer in the span of three years.
6. Provide security of all extension agents, faculty and students entering the area of coverage;
7. Support in pilot testing of researches and innovations augmented by the institution; and
8. Facilitate and adopt the Technology Transfer programs.

**USM-KCC shall be responsible for:**

1. Taking the lead role in the organization, planning, execution, and evaluation of extension programs and projects conducted in school and the community;

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(cont.)

2. Taking charge of coordinating and tapping networks and linkages especially in collaborative assistance in pursuit of or action of planned programs and projects;
3. Bringing in the community technical experts and subject matter specialists;
4. Implementing and exerting all efforts to attain the stated objectives of the programs and projects;
5. Preparing and submitting progress reports to heads of offices that have extended support for the realization of the program/project objectives;
6. Providing experts for various qualifications and innovative technologies that answer the needs of the community; and introducing the Technology Transfer program.

**CONFIRMED**

X-X

**CERTIFIED TRUE AND CORRECT:**

*J. Sinco*  
**JENNIFER E. SINCO**  
 Board Secretary V

**ATTESTED BY:**

*F. Garcia*  
**FRANCISCO GIL N. GARCIA, PhD**  
 Vice-Chair, USM Board of Regents  
 SUC President IV

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