

MEMORANDUM OF AGREEMENT

KNOWN BY ALL MEN BY THESE PRESENTS:

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

AFS INTERCULTURAL PROGRAMS PHILIPPINES FOUNDATION, INC., a non-stock, non-profit foundation duly registered and existing under and by virtue of the laws of the Republic of the Philippines with office address at Unit 1609 16/F Antel Global Corporate Center, Doña Julia Vargas Ave., Brgy. San Antonio, Ortigas Center, Pasig City, Metro Manila, Philippines 1605, hereinafter referred to as "AFS IPPFI", represented herein by its **NATIONAL DIRECTOR, RAHIEMA BAGIS GUERRA**

and

The **NEGROS ORIENTAL STATE UNIVERSITY (NORSU)**, a public HEI, with office address at Kagawasan Ave, Capitol Grounds, Dumaguete City, Negros Oriental, Philippines, hereinafter referred to as the "NORSU", represented herein by **Hon. NOEL MARJON E. YASI, Psy. D.**, in his capacity as **University President III**.

WITNESSETH THAT

WHEREAS, AFS IPPFI is an educational organization which provides relevant learning programs that are transformative, goal-based, immersive and structured, non-formal, experiential and practical, and life-long with the aim of advancing active global citizenship, intercultural learning, leadership and volunteerism;

WHEREAS, in over sixty (60) years of operation in the country, AFS IPPFI has successfully and consistently promoted and administered educational programs including exchange programs (study and volunteer abroad, internship and language learning), forums on global citizenship education, as well as trainings and workshops on 21st century competencies directly impacting hundreds of schools, students, teachers, young professionals and volunteers;

WHEREAS, NORSU as an educational institution is interested in being a partner of AFS IPPFI subject to terms and conditions herein under specified in order to expose its officers, faculty, staff and students to the attitudes, values and thought processed of intercultural learning programs and opportunities, thereby expanding the global understanding and leading towards world peace;

WHEREAS, both NORSU and AFS IPPFI believe that in a globalized society with rapidly changing and developing technologies, including social, cultural and political forces, it is imperative for Filipino students and teachers to possess both local and global knowledge, competencies, skills, and values;

WHEREAS, both the NORSU and AFS IPPFI share in the common agenda of preparing and equipping Filipino students and teachers with 21st century skills in order to remain relevant and competitive in today's world;

NOW THEREFORE, for and in consideration of the foregoing premises and the stipulations set forth hereunder, the Parties hereby agree to collaborative partnership to



establish, implement, administer and govern the AFS IPPFI and NORSU's educational programs focused on global citizenship education that will provide life-changing opportunities

and experiences, locally and globally, for qualified and deserving students, educators and staff along intercultural competence and understanding as follows:

I. THE PROGRAM

The Program aims to offer exceptional intercultural learning opportunities that reinforces 21st century education goals, through exchanges (study and volunteer abroad, internship and language learning), forums on global citizenship education, as well as trainings and workshops on global competencies for students, teachers, young professionals and volunteers.

The Program is implemented in partnership with volunteer families, partner schools, cooperating educational and civil society/business sector groups including appropriate local and other national government agencies.

This will include the sharing, pooling and optimum utilization of resources, talents, expertise and networks among partners with the best interest of all stakeholders in mind.

II. PROGRAM TARGET INDIVIDUAL/GROUPS

The Program beneficiaries primarily include secondary and tertiary students, and educators. Secondly, the Program will also benefit schools, parents, AFS communities, partners, cooperating educational institutions, both in the public and private sectors and local government units. These beneficiaries must qualify following a set of standards, criteria and processes for screening, selection, orientation, training and evaluation, monitoring and reporting in keeping with AFS IPPFI and NORSU policies and guidelines or issuances.

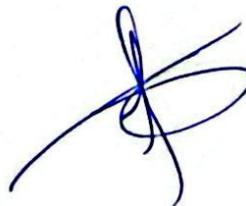
III. STRATEGIES

- A. Establishment of AFS School Clubs following the conceptual framework of collaborative 'learning communities' espousing leadership, volunteerism, intercultural learning and active global citizenship.
- B. Recognition and accreditation of students and teachers' participation in exchanges such as study and volunteer abroad, internship and language learning programs.
- C. Recognition and accreditation of students and teachers' participation in training, workshops, and seminars on Global Citizenship Education as extra and/or co-curricular learning programs.
- D. Recognition and accreditation of Continuing Professional Development (CPD) credits acquired by teachers through participating in AFS programs.

IV. SUPPORT INFRASTRUCTURE and RELATIONSHIPS

For better management and implementation of this Program, all partners will observe a collaborative approach that entails a culture of co-creation and/or co-funding. This will delineate the roles, relationships and responsibilities of partners and stakeholders ensuring the effective and efficient delivery of programs and services.

V. GOVERNANCE/ADMINISTRATION OF THE PROGRAM



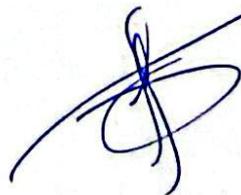
In the administration, implementation and execution of program tasks and activities, the Parties shall each undertake the following:

A. AFS IPPFI

1. Consult and coordinate with (NORSU) and other stakeholders for the proper implementation of the program;
2. Design and issue a program Implementation manual that will guide all concerned partners with regard to roles and responsibilities, desired results and outcomes, standards and policies, and proper conduct of programs and activities
3. Monitor, evaluate and report on program development, implementation and result(s);
4. Provide necessary technical and logistical support for the conduct of routine, standard activities of processes inherent to the program; and
5. In all interactions, discussions and discharge of functions, exercise due diligence, respect and dignity to everyone while practicing good governance norms and principles of integrity, transparency, accountability, fairness, equity and other values.

B. NORSU

1. Issue and communicate to its various offices and campuses all information relevant to the program for their guidance and proper execution;
2. Issue the necessary notice, request, memoranda and other communications and/or administrative tools or aids to support or facilitate the attendance and or involvement of teachers and students in program implementation;
3. Recognize and accredit students and teachers' participation in exchanges such as study and volunteer abroad, internship and language learning programs (i.e. as official academic year abroad);
4. Recognize and accredit students and teachers' participation in training, workshops, and seminars on Global Citizenship Education as extra and/or co-curricular learning programs;
5. Share or make available educational resources and facilities such as classrooms, function rooms, auditorium, school grounds, conference rooms or halls for orientations and information sharing, activities, seminars and workshops related to the programs when such facilities are available and not in use;
6. Authorize designated officials, staff and teachers to attend local orientation, trainings, and workshops on the program mechanisms, processes and best practices on official business subject to existing laws, rules and regulations;



7. Facilitate issuance of travel authorities for teachers and administrators whenever needed, subject to existing laws, rules and regulations;
8. Provide necessary, valuable technical or logistical support for conduct of program activities or events subject to existing laws, rules, and regulations;
9. Whenever resources will allow and legal standards apply, provide transportation, board and lodging of school personnel and students requested to participate in program activities;
10. Provide feedback, suggestions or recommendations at regular intervals with regard to the general program operation of AFS IPPFI as necessary.

VI. DURATION OF AGREEMENT

This MOA will take effect for five (5) years from the date of signing but maybe terminated and/or extended by agreement of parties upon due notice. It may be extended or renewed with the consent of all parties upon the signing of a new MEMORANDUM OF AGREEMENT. A mid-term review shall also be conducted to assess the program implementation.

VII. AMMENDMENTS

Any amendment or modification to this Agreement shall be made in writing and signed by all parties.

VIII. FORCE MAJEURE

In the event that this MOA is prevented from being implemented due to war, civil commotion, strike and labor disputes, acts of God, force majeure or any other causes beyond the control of either Parties, this MOA shall be deemed suspended during the existence of any of the foregoing. Upon termination or cessation of the force majeure condition, this MOA shall be deemed effective and its duration extended for the time of suspension thereof, unless the continued execution and implementation of the MOA shall be mutually impossible for the Parties to comply herein, such that the latter shall mutually declare the MOA as terminated.

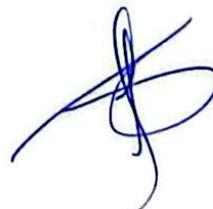
IX. DISPUTE SETTLEMENT

All disputes, controversies or claims arising out of or relating to this MOA, or about its breach, termination or invalidity shall be settled through negotiation and/or mediation within sixty (60) days from the receipt of notice by the party from the other party concerned. Any legal actions that may arise out of this MOA shall be instituted in the proper court of Dumaguete City as its venue.

X. COMMON PROVISIONS

The Parties undertake to execute, deliver or secure all documents, contracts, or perform any other acts to procure or issue the authorizations, necessary to give effect to the provisions of this MOA.

The signatories to this MOA warrant their capacity and authority to act and bind the party they are representing in the manner set forth above.



The Parties agree to faithfully comply with the terms and conditions of this MOA. Should any of the parties fail or refuse to comply with this MOA, the aggrieved party shall be entitled to all remedies available under the law.

The Parties have read and understood the foregoing MOA, consulted their respective legal counsels and fully understood all the terms and conditions stated herein.

XI. SEPARABILITY

If at any time, any provision of this MOA is adjudged to be or become illegal, invalid or unenforceable in any respect under the law, rules and regulations with any competent jurisdiction, the legality, validity and enforceability of such provisions not so affected or impaired shall subsist and remain valid as between the parties.

IN WITNESS WHEREOF, the parties have signed below this Memorandum of Agreement.

For AFS IPPFI


RAHIEMA BAGIS GUERRA
National Director, AFS IPPFI

For NORSU


Hon. NOEL MARION E. YASI, Psy. D.
University President III

Signed in the Presence of:


YSABELLE HEART BUSTAMANTE
Educators and School Relations,
AFS IPPFI


Craig N. Refugio, Ph. D.
Director
Office of the Univ. Int'l Relations

ACKNOWLEDGMENT

REPUBLIC OF THE PHILIPPINES:
CITY OF _____ : S.S
X-----X

PASIG CITY **AUG 04 2025**

Before me, a Notary Public, in the City and Province of _____, this ___ day of _____, 2025 personally appeared the following persons who exhibited their identification cards to establish their identities, to wit:

Name	Government Issued ID	Date/Place of Issue
RAHIEMA BAGIS GUERRA	P9509436B	05 Apr 2022 / DFA MANILA

They are known to me to be the same persons who executed the foregoing agreement and they acknowledged to me that the same is their free, voluntary act and deed as well as that of the institution / agencies they represent.

The instrument consists of eight (8) pages including this page wherein this acknowledgement is written and duly signed by the parties and their witnesses on each and every page hereof.

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

Doc. No. **124**
Page No. **39**
Book No. **144**
Series of **2025**.

FERDINAND D. AYALAO

Notary Public

For and in Pasig City and the Municipality of Pateros
Appointment No. 96 (2024-2025) valid until 12/31/2025
MCLB Exemption No. 111-01-P031234, until 04/14/28
Roll No. 46377; IRP L-01-02457, OR 533886; 06/21/2001
TIN 123-011-785; PTR 2831461AA; 01/03/25; Pasig City
U-5, G/F West Tower FSE, Exchange Road
Ortigas Center, Pasig City Tel.+632-86314090

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ACKNOWLEDGMENT

REPUBLIC OF THE PHILIPPINES:
CITY OF DUMAGUETE CITY : S.S
X-----X

Before me, a Notary Public, in the City and Province of DUMAGUETE CITY this 31 day of DEC 2025 personally appeared the following persons who exhibited their identification cards to establish their identities, to wit:

Name	Government Issued ID	Date/Place of Issue
NOEL MARJON E. YASI	1992NEY0148M	07/11/2024 Dumaguete City

They are known to me to be the same persons who executed the foregoing agreement and they acknowledged to me that the same is their free, voluntary act and deed as well as that of the institution / agencies they represent.

The instrument consists of eight (8) pages including this page wherein this acknowledgement is written and duly signed by the parties and their witnesses on each and every page hereof.

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

Doc. No. 297
Page No. 36
Book No. 41
Series of 2025.

ATTY. SAMUEL D. DICEN
NOTARY PUBLIC
ROLL OF ATTY. NO. 28744
MY NO. 2018-041
IBP NO. 549681 2-20-25
PTE NO. 4322806 1-7-25
MCLE NO. VI
UNTIL DECEMBER 31, 2025
OFF. ADD: SUS BLDG. DOOR NO. 10
CAPITOL AREA, TACLOBAGO CITY

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"ANNEX A"

ROLE OF A PARTNER SCHOOL

1. Support the participation of at least one or two student(s), teacher(s), educator(s) and/or any official school staff to undergo any of the AFS programs annually through:
 1. Encouraging students, teachers, educators, and school personnel to participate in any of the AFS programs annually.
 2. Allowing students, teachers, educators, and school personnel to participate in any of the AFS programs subject to the terms and conditions of the school.
 3. Recognizing AFS programs as an extracurricular learning opportunity to develop the global competencies of students, teachers and educators.
2. Include in the school calendar a one day intercultural learning workshop that will be facilitated by AFS IPP annually. Celebrations of the United Nations Day and/or the International Education Week may be considered in finalizing dates for this event.
3. Provide a Bulletin Corner where AFS IPP can regularly post several materials on global education updates as well as intercultural learning opportunities (i.e. study & exchange programs).
4. Provide a school counselor for AFS foreign exchange participant - usually the class adviser. The student needs an adult that she/he can go in case of school work-related problems encountered. A Guidance Counselor can also be provided by the school to address issues and problems concerning student's personal challenges in the new environment.
5. Provide venue/s (e.g. school program, student assemblies) through which the AFS exchange program participant may share about her/his country, culture, heritage and people with students of the school and/or other schools.
6. School Level Curriculum - to provide and assign an educational level curriculum particular to the merit-based scholastic background of the participant. However, some adjustments are needed to enable the students to cope better with the school work:
 1. Foreign exchange students should be placed in basic Filipino course to give them a chance to learn the language.
 2. AFS Philippines suggests that students attend a Philippine History course taught in English.
 3. AFS students (for university) are expected to take units according to the preference of the student for accreditation and recognition in their home country and participate in one or two officially recognized school clubs and organizations.
- d. English - Most foreign students have a basic knowledge of the English language. As such, they will learn the language much better if placed in English class.
7. Conduct and Discipline - The rules on conduct and discipline for school apply on the foreign exchange student. AFS emphasizes to each foreign student the need for her/him to attend school, take examinations and abide by the rules of the school, for accreditation and recognition.

"ANNEX B"

AFS IPP RESPONSIBILITIES

1. Facilitate one-day orientation on AFS Programs for students, teachers, and educators aimed in increasing their personal, interpersonal, intercultural and global competencies.
2. Provide one-day workshop on intercultural learning concepts and theories following the Learning Link Curriculum, which includes AFS Educational Approach, Definitions & Concepts of Culture, Cultural Values & Dimensions, Communication Styles, Cultural Adaptation, Culture-Specific Insights and Cognitive Styles & Learning Styles.
3. Assist students, teachers and educators who have successfully qualified the selection procedures for AFS programs. This includes but not limited to communicating information and necessary arrangements during orientations, document processing, and visa application and among others.
4. AFS IPP will assign a Liaison Coordinator for each foreign student. The Liaison Coordinator will monitor the foreign student's performance in school and will work closely with the school adviser and guidance counselor for the progress of the student or for any problem the student may encounter.
5. AFS student's Liaison Coordinator shall work closely with the host family and partner school to provide the student with an overall environment that is conducive to learning.
6. Arrange foreign exchange student activities outside the school to further enrich her/his learning experience.
7. AFS is responsible for the secondary medical insurance of the participants being sent abroad as well as those hosted in the school, or otherwise specified by the participant.
8. AFS is responsible for all domestic travels related to the organization's activities.
9. AFS is responsible in providing orientations throughout the program duration (Arrival, Post-Arrival, MidStay, End of Stay for foreign students) and (3 Pre-Departure Orientations for participants being sent abroad).

