

DOST Printing and Disbursing Section
RECEIVED
By: _____ Date: 4/1
C. No. # _____ Time: 3:00

Republic of the Philippines
DEPARTMENT OF SCIENCE AND TECHNOLOGY
General Santos Avenue, Bicutan, Taguig City

MEMORANDUM OF INSTRUCTION

Project Title : **Science for Safer Communities: Iba na ang Panahon**

KNOWN ALL MEN BY THESE PRESENTS:

This MEMORANDUM OF INSTRUCTION is made and entered into by and between

The **DEPARTMENT OF SCIENCE AND TECHNOLOGY** hereinafter referred to as "**DOST**", a government entity existing and created under the laws of the Philippines with principal office address at DOST Complex, General Santos Avenue, Bicutan, Taguig City, Philippines, represented herein by its Secretary, **MARIO G. MONTEJO**;

The **SCIENCE AND TECHNOLOGY INFORMATION INSTITUTE** hereinafter referred to as "**STII**", a government entity and an attached agency of DOST, duly existing and created under the laws of the Philippines with principal office address at DOST Complex, General Santos Avenue, Bicutan, Taguig City, Philippines, represented herein by Assistant Secretary, **RAYMUND E. LIBORO**;

-and-

The **PHILIPPINE COUNCIL FOR INDUSTRY, ENERGY AND EMERGING TECHNOLOGY RESEARCH AND DEVELOPMENT** hereinafter referred to as "**PCIEERD**", a government entity and an attached agency of DOST, duly existing and created under the laws of the Philippines with principal office address at DOST Complex, General Santos Avenue, Bicutan, Taguig City, Philippines, represented herein by its Executive Director, **ROWENA CRISTINA L. GUEVARA**, for the implementation and monitoring of the above-mentioned project.

WITHNESSETH:

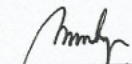
WHEREAS, the above-mentioned project was approved by the DOST Executive Committee;

NOW THEREFORE, for and in consideration of the foregoing premises, the **PARTIES** hereby agree to the following terms and conditions:

I. OBJECTIVES OF THE PROJECT

The project aims to gather all knowledge products of DOST funded R&D initiatives and to disseminate, educate and assist LGUs and other stakeholders on how

CERTIFIED TRUE COPY



MARIDON O. SAHAGUN
SPECIAL PROJECT DIVISION

to maximize the use of these knowledge products to reduce disaster losses. Specifically, it seeks to:

1. Gather and disseminate all DOST knowledge products on disaster risk reduction (DRR);
2. Strengthen the local decision making capabilities on DRR and preparedness;
3. Facilitate familiarization and acquaint LGUs on the hazards and risks present in their communities;
4. Populate the Intelligent Operation Center (IOC) database with data from component DOST projects starting with Project NOAH and DREAM-LIDAR maps;
5. Start the DOST projects database;
6. Integrate other datasets from DOH, DPWH, NEDA, NSO, and DepEd;
7. Provide requested information and maps from LGUs, relevant government agencies including the Office of the President; and
8. Create disaster risk scenarios prior to a natural hazard.

II. OPERATION OF THE PROJECT

The project shall be undertaken by **STII** in accordance with the approved project proposal (made part hereof as Annex "A") and shall be monitored by **PCIEERD**.

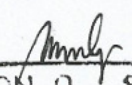
III. FUNDING ASSISTANCE TO THE PROJECT

The DOST support to the Project shall be a total grant of **TWENTY ONE MILLION SEVENTY HUNDRED THIRTY NINE THOUSAND PESOS (P21,739,000.00)**. The grant shall be expended as allocated in the approved Project Line-Item Budget (made part hereof as Annex "B"). The attached Revised Guidelines Governing the Grants-in-Aid Program of DOST (made part hereafter as Annex "C") shall govern the implementation of the Project.

The activities, operation of books of accounts and records of the project shall be subject to reasonable inspection by an authorized representative of DOST. The DOST System reserves the right to discontinue the project or its assistance at anytime for violation of the Grants Agreements, fraud or falsity in proponent's warranties and representation or upon determining that the results which were obtained or reasonably expected do not justify further activity.

All income/interest derived from the project, if any, and all unexpended balance shall be reported immediately and remitted to DOST after the termination of the program/project.

CERTIFIED TRUE COPY



MARIDON O. SAHAGUN

IV. PROJECT DURATION

The project shall be completed within a period of one (1) year from 01 March 2014 – 28 February 2015. The project shall be implemented during the said period or immediately after the release of project funds.

V. FUND RELEASE

Subject to the provisions of DOST M.C. No. 001 Series of 2011 entitled "Revised Guidelines on the Release of DOST Grant-In-Aid (GIA) Project Funds thru Issuance of ASA and Comprehensive NTA for Regional Offices, and Disbursement Voucher/Funding Check for Attached DOST Agencies", the project funds will be released directly by **DOST** to **STII** and **PCIEERD** subject to fund availability and fund utilization of the implementing and monitoring agencies.

VI. PROGRAM PROPERTIES


In addition to the requirements or subject to the provisions of Paragraph 8 of DOST A.O. 006 Series of 2004 entitled Guidelines for the Grants-In-Aid Funds of the Department of Science and Technology and Its Agencies, i.e. Purchase, Ownership, & Accountability of Project Equipment and Other Properties, supplies, materials, and equipment authorized to be purchased using project funds shall be the direct responsibility of the Implementing Agencies subject to existing government accounting and auditing rules. The Program/Project leader shall be accountable for the equipment duly receipted until the physical transfer/donation or disposition of ownership, as determined by the **DOST**.

Purchase Documents of Equipment: Copies of the purchase documents with the corresponding Memorandum of Receipts, Inventory Report Form A (Inventory Report of Equipment under DOST-GIA) and the Acknowledgement Receipt of Equipment shall be submitted by the Implementing Agencies to the **DOST** Property Officer upon completion of the program.

Records of Equipment: The Implementing Agencies, Property Officers shall maintain a complete and updated record of all equipment purchased out of the grant funds. Inventory of equipment shall be conducted jointly by **DOST** and **PCIEERD** upon completion of the project.

Ownership of Equipment: All equipment purchased out of funds granted to the program shall exclusively belong to **DOST** as the Funding Agency. The said equipment may be donated subject to the conditions that **DOST** or person/entity designated by the **DOST** in its behalf shall have access to, and use such equipment for research, technical and administrative purposes. The maintenance cost of the donated equipment shall be shouldered by the receiving agency.

CERTIFIED TRUE COPY


MARIDON O. SAHAGUN
CHIEF, SPECIAL PROJECT DIVISION

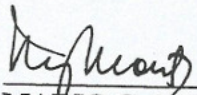
VII. ACCOMPLISHMENT REPORT AND RECOMMENDATIONS

In addition or subject to the requirements provided under Paragraph 6.3.3 of DOST A.O. No. 004 Series of 2008 entitled, Amendment to A.O. No. 006, Series of 2004, otherwise known as the "Guidelines for the Grants-In-Aid Funds of the Department of Science and Technology and Its Agencies", the Implementing Agency shall acknowledge DOST's and PCIEERD's support and shall submit to PCIEERD the technical terminal accomplishment and audited financial report within three (3) months after completion of the project. PCIEERD shall submit said reports to DOST within one (1) month after receipt thereof together with the appraisal/assessment report. All concerned entities shall ensure the confidentiality of information generated by the project

IN CONSIDERATION of the mutual covenant set forth above, witness our signatures this 07 APR 2014 of _____, 2014, at TAGUIG CITY Philippines.

Funding Agency:

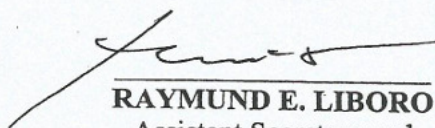
DEPARTMENT OF SCIENCE AND TECHNOLOGY



MARIO G. MONTEJO
Secretary

Implementing Agency:

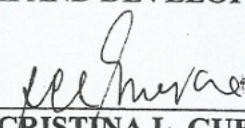
**SCIENCE AND TECHNOLOGY
INFORMATION INSTITUTE**



RAYMUND E. LIBORO
Assistant Secretary and
OIC, Office of the Director

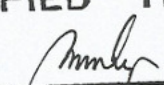
Monitoring Agency:

**PHILIPPINE COUNCIL FOR
INDUSTRY, ENERGY AND
EMERGING TECHNOLOGY
RESEARCH AND DEVELOPMENT**



ROWENA CRISTINA L. GUEVARA
Executive Director

CERTIFIED TRUE COPY



MARIDON O. SAHAGUN
SPECIAL PROJECT DIVISION

ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES) S.S.
CITY OF ~~MANILA~~ **TAGUIG CITY**

BEFORE ME, A Notary Public for and in TAGUIG CITY
this 07 APR 2014 day of _____ personally appeared:

Government Issued
Identification

Date/Place
Issued

MARIO G. MONTEJO

RAYMUND E. LIBORO

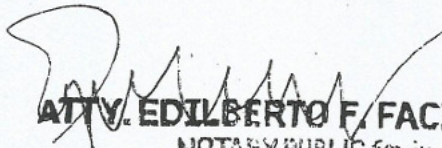
ROWENA CRISTINA L. GUEVARA

Known to me as the same persons who executed the foregoing instrument and they acknowledged to me that the same is their free and voluntary act and deed and that of the entities they respectively represent.

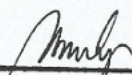
This instrument, consisting of five (5), including this page whereon this Acknowledgment is written, signed by the parties together with their instrumental witnesses one each every page thereof

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

Doc. No. 487
Page No. 99
Book No. XIX
Series of 2014


ATTY. EDILBERTO F. FACINABAO
NOTARY PUBLIC for the
TAGUIG CITY, PASIG CITY, PATEROS AND SAN JUAN
UNTIL DECEMBER 30, 2014
IBP DR. NO. 947128/12-17-13/ RIZAL
PTR NO. A-2015718/01-02-14 / TAGUIG CITY
MCLE COMPLIANCE NO. IX-0022316
IBP ROLL 29548

CERTIFIED TRUE COPY


MARIDON O. SAHAGUN
CHIEF SPECIAL PROJECT DIVISION