



**MEMORANDUM OF AGREEMENT
BETWEEN
POLYTECHNIC HEALTH MINISTRY OF PONTIANAK
AND
CENTRO ESCOLAR UNIVERSITY**



This agreement is made between Centro Escolar University, Manila, Philippines hereafter referred to as CEU, and Polytechnic Health Ministry of Pontianak, Indonesia hereafter referred to as POLKESPON

1. Purpose of the Agreement

CEU and POLKESPON agree to recognise progression from POLKESPON programme to the specified CEU programme. This agreement will be called Join Research Program.

2. Terms of the Agreement

2.1. The Program will consist of two phases. The earned of total hours of which will be determined by each school where in all parties will jointly conduct research

2.2 In the phase, faculty members who is officially included in the research project from each of the parties can participate in the conduct of Research Collaboration of CEU and POLKESPON. The faculty must successfully complete the required number of hours to complete the research project

2.3 This agreement will remain in effect fro (2) years, from School year 2023-2034 and 2024-2025 following the CEU school calendar. The key contact persons are Dean Dr. Elvira L. Urgel, CEU, Dr. Kelana Kusuma Dharma, S.Kp,M.Kes, POLKESPON, Hajimi, POLKESPON and Prof.Dr.Ir. Aisyah Endah Palupi, M.Pd, Indonesian Embassy.

3. Responsibilities of Both Schools

3.1. Training and Development of Research Project

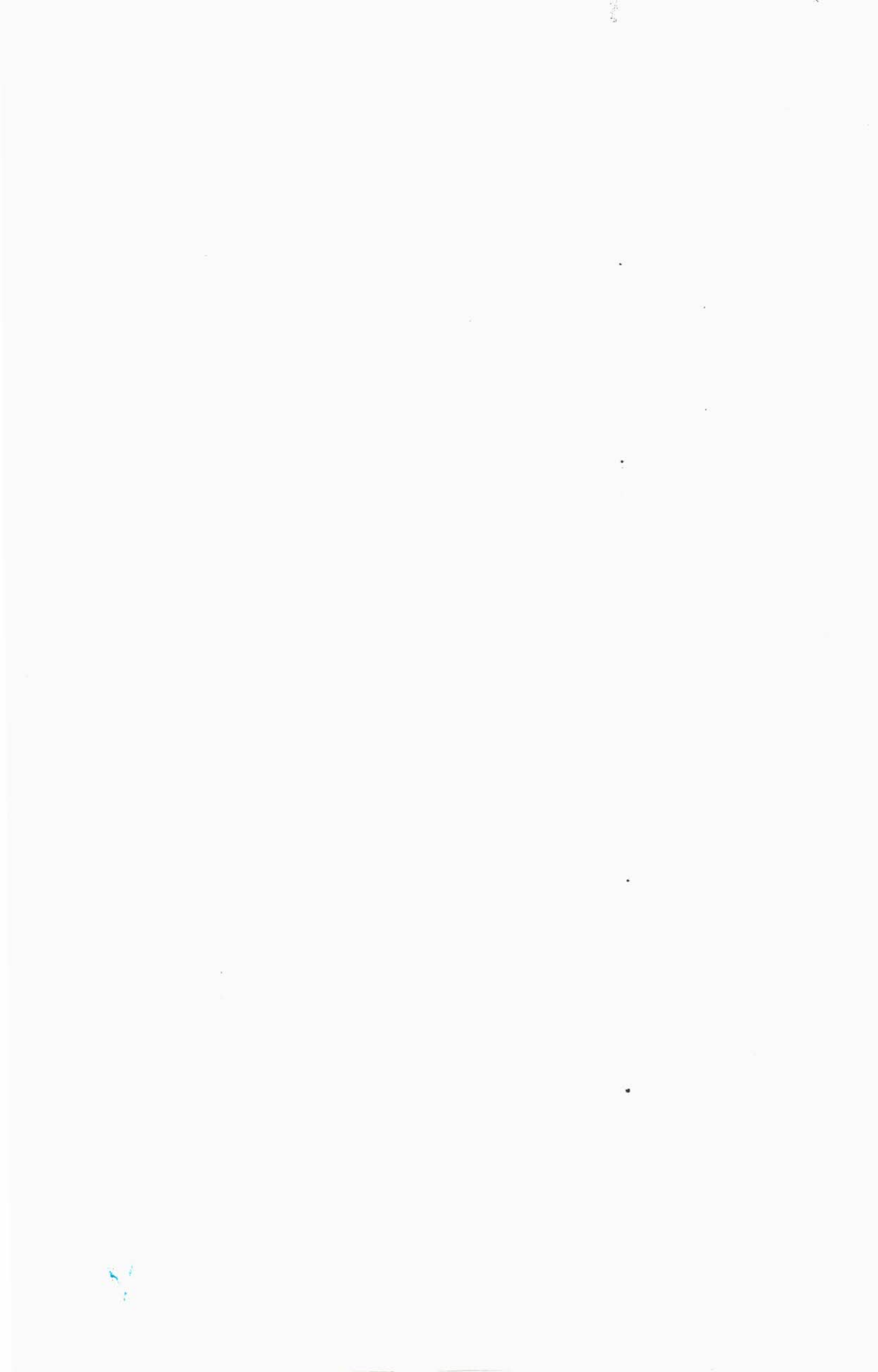
3.1.1 . All parties agreed to provide faculty and personnel in their respective school involved in research collaboration training and development of research project

3.1.2 . All parties agreed to provide faculty and personnel in their respective schools to involved in the Research Collaboration necessary funding for the the training and development of the research project which will include salary/compensation, airfare tickets, food and transportation allowances and accommodation which is deem necessary to the development of research project which will include salary/compensation, airfare tickets, food and transportation allowances and accommodation which is deem necessary to the development of research project.

3.1.3 . All parties agreed to provide necessary information, study, research and literature to the development of the research project

Hajimi

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3.2. Faculty Research Credit Loan.

3.2.1 . All parties agreed to provide faculty research proponents faculty research credit loan from the duration of the Reserach Collaboration project subject to the institution Research Incentive Policies

3.2.2 . All parties agreed that the faculty research credit loan will include the training, development, implementation and publication of the Research Collaboration project subject to the Institutional Research Incentive Policies

3.2.3 . Subject to availability, all parties agreed that a member of the reserach team will visit each school to :

- Provide orientation and training
- Give lectures and seminars
- Inviting party will cover the cost associated with these visits

3.3 . Data Collection and Analysis

3.3.1 . All parties agreed to conduct data collection process in each country of setting based on the approved data collection process.

3.3.2 . All parties agreed to maintain accuracy of data collection process

3.3.2 .All parties agreed that all data analysis will be done in CEU Reserach and Evaluation Office

3.4 Resources and Funding

3.4.1 . All parties agreed to provide materials and funding which is deem neccesary to the development, implementation, evaluation and publication of the research project.

3.4.2 . All parties agreed apply for a research grant to support research collaboration project

3.5 . Evaluation

3.5.1 . All parties agreed to conduct project assessments at the beginning , at the completion of the project, and after three months following the project compilation.

3.6 Publication

3.6.1 . All parties Agreed to publish the result of the research Collaboration Project in an International Scientific Indexing (ISI) journal

3.6.2 . All parties agreed to use the name of each school to represent the authors of the research project for publication

4. **Academic standards**

4.1. All schools must comply the prescribed standard of the Institution

4.2. All schools must give notification for any changes in the Proposed Research Collaboration project.

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5. Intellectual Property Rights

- 5.1 Any Intellectual Property Rights brought by the Parties to implement the Program shall remain the property of that Party;
- 5.2 Any Intellectual Property Rights, data and Information resulted from activities carried out under the Program shall be jointly owned by both Parties, and both Parties shall be allowed to use such property for non-commercial purpose free of royalty;
- 5.3 If either Party wishes to disclose confidential data and/or information resulted from activities carried out under the Program to any third Party, the disclosing Party must obtain prior consent from all of the parties.

6. Renewal, termination and amendment

- 6.1 The operation of the Agreement will be reviewed on an annual basis.
- 6.2 This Agreement shall be effective for a period of five (5) years, subject to revision or modification from time to time. Any revision or modification shall be in writing and, once approved by both institutions, will become part of the Agreement.
- 6.3 This Agreement may be renewed by mutual written agreement between the parties. The parties shall discuss possible renewal of the Agreement no less than six (6) months before the expiry date of the Agreement.
- 6.4 Either CEU or POLKESPON may, by written notice of six (6) months, give notice to the other of its intention to terminate the Agreement.
- 6.5 On termination, all parties will use reasonable endeavors to ensure that faculty and personnel included in the research project have available satisfactory means of completing the research project.
- 6.6 This Agreement will take effect on the date it is executed on behalf of all parties

- 7. WITNESS WHEREOF, the undersigned being duly authorized thereto by their respective school, have signed this MoA





Manila, *November 3rd*, 2023

Dr. Kelana Kusuma Dharma, S.Kp, M.Kes

Director

Polytechnic Health Ministry of Pontianak

Ma. Cristina D. Padolina, Ph.D

President

Centro Escolar University

Witnesses

Hajimi, SKM, M.Kes

Vice Director of Academic Affairs

Polytechnic Health Ministry of Pontianak

Teres R. Perez, Ph.D

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Dr. Dedi Damhudi, M.Kep. Sp.KMB

Chairman for Research
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Dr. Elvira L. Urgel

Dean School of Nursing

Centro Escolar University

Prof. Dr. Ir. Aisyah Endah Palupi, M.Pd

Education Attache and Culture

Indonesian Embassy