

MEMORANDUM OF AGREEMENT

This is with reference to the "AN ADVANCED COURSE ON INTELLECTUAL PROPERTY LAW FOR COMMERCIAL COURT JUDGES" to be held on **November 14-17, 2006** at the **Rockwell Club**. The parties, Philippine Judicial Academy (PHILJA), Intellectual Property Philippines (IPPhil.), and the National Judicial Institute (NJI), agree to shoulder the cost and expenses presented.

In line with the Academy's policy of clearly delineating the involvement of PHILJA, particularly on cost and expenses, vis-à-vis programs, initiated by partners/donor agencies, we have prepared a budget cost of the seminar and delineated the participation of each agency.

ITEMS	AGENCY RESPONSIBLE		
	PHILJA	NJI / JURIS PROJECT	IPPHILS
A. Food Participants Lecturers/Resource Persons Guests Secretariat/Technical Staff	Dinner of PHILJA Staff P2,000 (P200/day X 5 days X 2 pax)	(Dinner of out of town participants and staff) 90,000.00	(Lunch, AM and PM snacks during the seminar proper & Rental for the Seminar Venue)
B. Rental for the Seminar Venue			260,000.00
C. Hotel Accommodations of Out of Town Participants and Secretariat/ Staff		270,000	
D. Honoraria/Expense Allowance a. Lecturers b. Resource Persons c. Moderator/Facilitator d. PHILJA Staff (overtime allowance)	P1,000 (P100/day X15 days X 2 pax)	38,000.00 9,000.00	15,000 (resource persons for the seminar)
E. Air fare or Gasoline Allowance for the out of town participants		157,350.00	
F. Administrative Cost 1. Printing Cost 2. Programs 3. Attendance Sheets 4. Evaluation Forms 5. Certificates 6. Nameplates of Participants 7. Lecture Materials	2,000.00 300.00 300.00 240.00 2,700.00 5,000.00 20,000.00		
F. Organizational Meeting Expenses			

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1. Executive Time (PHILJA Officials/Staff)	5,000.00		
2. Venue	5,000.00		
3. Food			
G. Depreciated Expense of Equipments Used			
a. Printing Machine	5,000.00		
b. LCD Projector	5,000.00		
c. Laptop Computer	5,000.00		
d. Printer	5,000.00		
e. Audio equipment/Microphones	1,000.00		
f. Automotive Vehicles	5,000.00		
H. Miscellaneous Expense and Supplies Expense	10,000.00	20,000.00	
I. Communication Expenses			
a. Sending of notices/telegrams			
a-1. Lecturers			
b-1. Participants	1,000.00		
b. Telephone & Mobile Phone Calls	2,000.00		
a-1. Lecturers			
b-1. Participants	1,000.00		
	2,000.00		
J. Public Communication			50,000.00
TOTAL	P 82,540.00	P 575,350.00	P 325,000.00

Ameurfina M. Herrera

Justice AMEURFINA A. MELENCTO-HERRERA
Chancellor
Philippine Judicial Academy

Adrian Cristobal

Atty. ADRIAN CRISTOBAL
Director General
Intellectual Property Office

Hector Soliman

Atty. HECTOR SOLIMAN
Project Director
National Judicial Institute

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