

- 1.1.2. The parking areas and the cars parked therein, including valuables inside said cars when the nearest guard on duty is informed of the presence of such valuables inside the parked car;
- 1.1.3. All members of the faculty, students, personnel, visitors and other persons inside the buildings of the *UNIVERSITY* and the premises within immediate control from death, injury, damage or loss of whatever nature, extent, or description due to but not limited to physical assault, trespass, arson, theft, robbery, mischief or any unlawful act or negligence; Provided that the number of security guards may be increased depending on the security needs of the *UNIVERSITY*, in which case, a supplemental contract(s) shall be entered into by the parties for such purpose.

OBLIGATIONS AND DUTIES OF THE AGENCY

- 1.2 The *AGENCY*, through its assigned security personnel, shall prevent and prohibit the intrusion of squatters, occupants, trespassers and the like, as well as the entry of any construction materials and building of illegal structures, permanent or temporary, within the *UNIVERSITY* titled property.

When unlawful intrusion or improvement had been made, the *AGENCY* shall immediately file appropriate and effective legal and lawful action with proper authorities for the immediate removal or demolition of any unauthorized or illegal structures or improvements constructed and built within the *UNIVERSITY* property, which action undertaken shall be promptly reported within twenty-four (24) hours, in writing, to the University of the Philippines Mindanao – Office of the Vice Chancellor for Administration (OVCA) and the Legal Office.

Furthermore, the *AGENCY* shall bear for their own account all the costs and expenses in the eviction or demolition of such structures or improvements by whatever means, should the *AGENCY* fail to prevent its construction or improvement under the preceding paragraph.

In addition thereto, the *AGENCY* shall be liable to pay to the *UNIVERSITY* the penalty as liquidated damages in the amount of TEN THOUSAND PESOS (P 10,000.00) for every illegal structure or improvement per day, until totally removed or demolished, if the *AGENCY* failed to take legal and lawful action within seven (7) days from either actual discovery by the parties herein of the illegal structure or improvements, or from receipt of written notice of such fact by the *AGENCY* from the *UNIVERSITY*, whichever is earlier. The same penalty per day until totally evicted shall be imposed for each illegal occupant or trespasser whom the *AGENCY* was not able to prevent or prohibit from intruding the property.

- 1.3 The *AGENCY* shall assign only duly licensed security guards who, before reporting for duty, shall submit to the *UNIVERSITY*, through the OVCA, the following documents:
 - a. Clearances from the National Bureau Investigation, Philippine National Police, the Office of the Clerk of Court and Barangay of the place of residence, valid for at least six (6) months immediately preceding deployment/assignment, therein certifying that they have no pending case nor previously convicted for any felony or offense;
 - b. A clearance from an accredited hospital or office, therein certifying that they are physically and psychologically fit for the work of a security guard and that they have passed a drug-test;
 - c. A certification issued by the *AGENCY* that they are of good moral character, courteous, honest and not alcoholic;
 - d. A certification under oath issued by the *AGENCY* that they have completed the training course/program for security guards with at least two (2) years' experience as security guards;