

NRCP AWARDS

NOMINATION:

- The nominations for the NRCP Awards open beginning the last week of August, the call for which will be made by the NRCP Secretariat.
- Nominations may be done during Division meetings or through online submissions made to the Division Chair.
- Deadline for nominations is every 2nd Friday of October of each year.
- Supporting documents and the accomplished NRCP Awards Nomination Form and Score Sheet, shall be submitted to the Division Chair on or before the last working Friday of October of each year. These documents will then be forwarded by the Division Chair to the Division's Awards Committee for their evaluation.
- All nominees shall be required to submit a brief description (not more than 250 words) of his/her professional work and summary of his/her most significant accomplishments in his/her field.

COMPOSITION AND FUNCTIONS OF THE DIVISION AWARDS COMMITTEE:

- The Division Awards Committee is composed of 3 to 5 previous Achievement Awardees from that division.
- These Awards Committee members may be elected, invited or they may volunteer for the work.
- Each division is encouraged to have a good institutional and demographic representation in their respective Awards Committee.
- The Division Chair cannot be the Chair nor be a Member of the Awards Committee.
- The Division Awards Committee will screen and evaluate the nominations, and submit their recommendations, together with the accomplished score sheets of all the nominees, to the Division Chair.

PROCESS OF EVALUATION:

- The Division Chair shall submit the names of the nominees, together with all supporting documents, including the Division Awards Committee's evaluation, to the Governing Board's (GB) Human Resource Committee's Membership and Awards Subcommittee not later than the 15th of December of each year.
- The GB Membership and Awards Subcommittee, upon receipt of the nominations from the different Divisions, shall review the Division recommendations. In case of incongruity between the Division recommendations and the GB Membership and Awards Subcommittee's review, the Subcommittee will require the Division Awards Committee through the Division Chair for justifications. The NRCP GB Membership and Awards Subcommittee will then re-evaluate the nomination based on all the submitted documents. With justifiable cause, the GB Membership and Awards Subcommittee have the right to overturn the Division recommendations.
- The GB Membership and Awards Subcommittee shall submit the names of the awardees for each Division, with the accompanying documents, not later than the 15th of January of each year for the final approval of the GB during the January GB Meeting.
- The decision of the Governing Board is final and non-appealable.

AWARDING:

- All Awardees should be physically present during the awarding ceremony at the Annual General Membership Assembly. In case the awardee cannot make it to the ceremonies, a notice in writing explaining his/her circumstances with the name of his/her representative should be sent to the GB Membership and Awards Subcommittee.
- Citation for the Awardee, following the NRCP-recommended template and not exceeding 150 words, must be submitted by the Division Chairs to the GB Membership and Awards Subcommittee.
- Awards will be conferred during the Annual General Membership Assembly.

CATEGORIES AND CRITERIA FOR THE NRCP AWARDS

A. NRCP ACHIEVEMENT AWARD

1. Purpose:

The Achievement Award is given annually in recognition of the outstanding contribution in the fields of natural sciences, health sciences, engineering, industry, social sciences, humanities or other human endeavors.

2. Documentary requirements:

- Following the general guidelines of the NRCP Awards, the following documents must be submitted to the Division Chair on or before the last Friday of October of each year:
 1. Duly accomplished Nomination Form and Score Sheet for the NRCP Achievement Award;
 2. A brief description (not more than 250 words) of the nominee's professional work and summary of his/her most significant accomplishments in his/her field; and
 3. Complete supporting documents, arranged according to the attachment number in the NRCP Nomination Form, compiled and bound in a sturdy package/folder must be submitted in 5 copies. Electronic files of all the documents (accomplished Nomination Form and Score Sheet with the scanned supporting documents) must also be submitted in a CD or a USB.
- Only complete nomination documents will be considered for review.

3. Evaluation Process:

- Documents submitted to the Division Chair shall be forwarded to Division Awards Committee who will screen and evaluate the nominations
- The Division Awards Committee shall submit their recommendations, together with the accomplished score sheets of all the nominees, to the Division Chair not later than 30 November of each year.
- The Division Chair shall then submit the names and ratings of the nominees, together with the supporting documents to the GB Membership and Awards Subcommittee not later than 15 December of each year.

4. Criteria for Nomination

- a. Nominee must be an active* regular member of the Council with good moral character and without pending criminal record and/or administrative conviction.
- b. Excluded from the Awards are:
 - Members of the Executive Committee of the Division
 - National Scientists and National Artists
 - Members of the Governing Board
 - Members who have not yet been cleared of their outstanding financial obligations with NRCP

*Active Member of the Council is defined as those members who attended/participated in any one of the various NRCP sponsored meetings/activities for the last three (3) years, as stated in the NRCP Policies and Guidelines.

5. Evaluation of the nominees

- a. The nominees shall be evaluated mainly on the productivity and quality of his/her researches during his/her professional life.
- b. The Score Sheet included in the Official Nomination form for the NRCP Achievement Award shall be used as the tool to evaluate these achievements/qualifications.
- c. Nominees shall be evaluated using the prescribed point system.

Scientific Productivity/ Creative Works	Achievements as Researcher/ Artist	<p>Scientific Publications (peer-reviewed articles, books, manuals, handbooks, monographs, bulletins, pamphlets, brochures, leaflets)</p> <p>Patents (International adopted/not adopted, Local adopted/not adopted, Utility model)</p> <p>Artistic outputs/Creative works</p> <p>Citation Index</p>	70%
Professional Standing	Contribution/Services to the Community, Country and Profession; Mentorship	<p>Research Awards and Honors, Lecturer/Presenter/Invited speaker in Scientific Conferences/Seminars (National/International)</p> <p>Organization of local/international meetings/conferences/trainings</p> <p>Editorship/Service as Reviewer in peer-reviewed journals/books</p> <p>Officership in Professional Organizations (National/International)/</p> <p>Administrative Service to National/International Organizations</p> <p>Mentoring (number of graduate students mentored)</p>	30%

The combined score in percent on Scientific Productivity and Professional Standing is the final score earned by the nominee. The minimum score should not be less than 70% to qualify for the Award.

6. Award

The NRCP Achievement Awardee will be conferred a plaque of recognition, a medallion and a cash gift.

B. MEMBER EMERITUS

1. Senior members of the Council may be nominated as Member Emeriti in recognition of their distinguished membership in the NRCP for being an inspiration to budding scientists in the country.
2. Criteria for nomination
 - The nominee must be at least 70 years of age.
 - The nominee has been a productive researcher and an active NRCP member.
 - The nominee has been a member of the NRCP for at least ten (10) years.
 - Nominations shall not exceed two (2) per division per year.
 - Nominations shall come from members of the Division of which the nominee is a member.
3. The awardee will be conferred a plaque of recognition.
4. Excluded from the award are the incumbent members of the Governing Board.

C. AWARD FOR OUTSTANDING INSTITUTION

1. Given to institutions in recognition of their dedicated support and/or significant contribution to the growth and development of basic sciences, humanities, and the arts in the Philippines.
2. Criteria for Nominations
 - Nominations can be made by any member of the NRCP through the Division of which he/she is a member.
 - One awardee per cluster may be chosen each year, for a maximum of four (4) awardees for the entire NRCP per year (Resolution No. 2015-101, dated 27 November 2015).
 - The Award may only be conferred once to an Institution.

3. Evaluation of Nominees

- a. Nominees shall be evaluated using the prescribed point system.

1. Publications	20%
2. Patents/Utility Models/Copyrights/Certificate of Registration (<i>e.g.</i> , NSIC Registration)/Discovery of New Species	20%
3. External Linkages and Extension Services, including support to policy formulation.	20%
4. Externally funded Research Grants completed	20%
5. Research/Service Awards and Recognitions received	10%
6. Number of Students (Undergraduate and/or Graduate) graduated/trained or number of Fellows mentored or persons trained	10%
TOTAL	100%

Complete supporting documents, compiled and bound in a sturdy package/folder, must be submitted in 5 copies. Electronic files of all the documents must also be submitted in a CD or a USB.

- b. The Division Awards Committee shall use the prescribed NRCP Score Sheet for Outstanding Institution in rating the nominees. They shall then endorse their recommendations to the Division Chair who, in turn, submits the same to the GB Membership and Awards Subcommittee for review and recommendation to the GB.
4. The awardee will be given a plaque of recognition/certificate.