Republic of the Philippines

Department of Science and Technology

Civil Service Commission

**SCIENTIFIC CAREER COUNCIL**

**Scientific Career System Form No. 04**

August 2014; Revised March 2017.

**APPLICATION FOR ADMISSION TO THE SCIENTIFIC CAREER SYSTEM**



(Please read carefully the instructions on Page 3 of this form.)

**PART I. PERSONAL DATA**

|  |
| --- |
| A. Personal Circumstances  |
| 1. Name: Surname  Given Name  Middle Name  |
| 2. Current position: |
| 3. Official address: |
| 4. Office telephone numbers: 5. Office fax numbers: |
| 6. Email address: |
| 7. Home address: |
| 8. Home telephone number: 9. Personal mobile number: |
| 10. Date and Place of Birth: |
| 11. Sex: 12: Citizenship: 13. Civil Status: |
| 14. Initial entry position in government: |
| 15. Date of original appointment: |
| 16. Field(s) of specialization: |

B. Educational Attainment

(Submit certified true copy of your diploma for the highest degree obtained.) **(*Attachment I.F.*)**

|  |  |  |
| --- | --- | --- |
| **Name and address of university/institution** | **Inclusive dates attended** | **Degree, certificates, honors received; date received; indicate original degree and field of specialization** |
|  |  |  |
|  |  |  |
|  |  |  |

C. Civil Service Eligibility (please check): **(*Attachment I.G.*)**

|  |  |
| --- | --- |
|  | Date obtained |
| RA 1080 (eligibility for bar/board exam. Passers) |  |
| PD 907 (eligibility for honor graduates)  |  |
| RA 997 (eligibility for scientific & technological specialist) |  |
| Others (eligibility not classified as above), please specify: |  |

D. Other Information

|  |
| --- |
| 1. Have you ever been convicted for violating any law, decree, ordinance or regulation by any court or tribunal?  [ ] Yes  [ ] No.  If your answer is "yes", please give specific details. |
| 2. Have you ever been convicted or found guilty in any criminal or administrative case? [ ] Yes [ ] No. If your answer is "yes",  please give specific details. |
| 3. Do you have pending administrative/criminal case? [ ] Yes [ ] No. If your answer is "yes" please give specific details |
| 4. Have you ever been dismissed for reasons other than lack of funds? [ ] Yes [ ] No. If your answer is "yes" please give specific details. |

**General Instructions:**

1. Nominee must accomplish this form electronically. E-copy of this form is available from the SCC Secretariat (scientificcareersystem@gmail.com) and the SCS website (http://scientificcareersystem.nast.ph/)
2. Only scientific accomplishments for the last four (4) years shall be considered.
3. A nominee’s scientific accomplishments will be considered if the nominee has met requisite number of discoveries/utility models or SCS accredited publications, and has accumulated the following points, with the following minimum requirements:

FOR UPGRADING:

* 1. For Scientist II, the minimum requirements are 48 points for Scientific Productivity (Part A) and 12 points for Scientific and Professional Standing (part B)
	2. For Scientist III, the minimum requirements are 56 points for Scientific Productivity (Part A) and 14 points for Scientific and Professional Standing (part B)
	3. For Scientist IV, the minimum requirements are 64 points for Scientific Productivity (Part A) and 16 points for Scientific and Professional Standing (part B)
	4. For Scientist V, the minimum requirements are 72 points for Scientific Productivity (Part A) and 18 points for Scientific and Professional Standing (part B)
1. All scientific accomplishments shall be given credit only once. (For example, if a scientific output presented in a scientific conference/convention and garnered an award and subsequently published, the paper will be given merit only once. In this case, since a publication will garner the highest points, the paper will only be given points under the scientific publication category.)
2. Only entries with complete supporting documents shall be credited.
3. Cite your specific contributions to each scientific publication or technology developed in the space provided.
4. The applicants for conferment will first be rated by the Agency's Scientific Career Evaluation Committee (SCEC) and then endorsed by the head of agency to the Department of Science and Technology (DOST) Secretary.
5. A Special Technical Committee (STC) will conduct the evaluation for the SCC. The SCC shall make the final decision on the scientist rank to be conferred.
6. All supporting documents for accomplishments should be submitted to the SCC Secretariat through the following address:

**Scientific Career Council Secretariat**

3rd Floor, National Academy of Science and Technology

DOST Complex, Bicutan, Taguig City, M Manila, 1631

*Note: The nominee shall submit seven (7) printed copies of complete set of all requirements and supporting documents (must be appropriately labeled according to Attachment numbers specified in the form) and* ***e-copies in PDF*** *of all requirements and supporting documents in CD. Original copies of books, manuals and the like will be returned to nominees after evaluation.*

For more information or clarification, email us at: scientificcareersystem@gmail.com .

**Additional Requirements**:

1. For entry as Scientist II or higher: (a) nominee must have at least two papers published in SCS-accredited journals with the nominee as the senior author; (b) nominee must have at least one prestigious award given by a distinguished scientific society or award-giving body at the national or international level; (c) nominee must have at least one approved research project proposal to ensure continuity of productivity after conferment.
2. Nominee must state specific contributions to a particular technology or publication.
3. For paper presentations, only attendance at national and international conferences as speaker shall be given credit.
4. For studies involving collection of live specimens and biological samples, please submit necessary clearances and permits issued by the government.

Note: SCS-accredited journals are journals indexed in Thomson Reuters and/or Scopus.

**Requirements to be submitted (Annex B: Merit System for the Scientific Career System):**

1. Accomplished SCS Form No. 01 Application for Admission duly signed by the agency head.
2. Full curriculum vitae with initial on each page and signature on the last page of the applicant.
3. Description of position and functions of the applicant duly certified by the authorized official including the organizational chart of the office/division showing the position of the said nominee.
4. Description of the functions of the unit where the applicant belongs.
5. Photocopies of the following:

i. NBI Clearance

ii. CSC Clearance

iii. Clearance from the Office of the Ombudsman

iv. Clearance from the Office of the Sandiganbayan

v. Clearance from the disciplinary boards of the nominee’s agency

1. Photocopies of MS/PhD diplomas.
2. Photocopies of Civil Service Eligibilities
3. Report of ratings of agency’s Scientific Career Evaluation Committee (SCEC) signed by the agency head including:

i. Endorsement letter from the head of department/agency

ii. Recommended scientist rank

1. Certification that the agency has sufficient funds to pay for salary differentials of its nominees.
2. Certification from the head of agency on the R&D works and activities being undertaken by the nominee.
3. Scanned documents and proofs in PDF to support technical outputs of actual R&D work and results of services documented **in the last 4 years preceding the year of application** (journal articles, technology registration certificates, proof of awards, certificate of paper presentation, membership to organizations, thesis advisorship, etc.).
4. Certification of the number of years of teaching experience in graduate courses, training courses conducted for researchers/technologists in research labs of government/private institutions; thesis advisee graduated/specialty board passed (when applicable).

**PART II. SCIENTIFIC ACCOMPLISHMENTS**

**A. SCIENTIFIC PRODUCTIVITY (at least 80% of the total minimum point requirement)**

Scientific research outputs in the form of discoveries/inventions, utility models and scientific publications for the last 4 years.

 1. **DISCOVERIES/INVENTIONS**

Any technical solution of a problem in any field of human activity which is new, involves an inventive step and is industrially applicable. It may be, or may relate to, a product, or process, or an improvement of any of the foregoing. (Sec. 21 Chapter II Part II of RA 8293)

*For each claimed technology, state specific contribution of applicant to its development*.

**a. PATENTED (or its equivalent e.g., a certification by a National Authority**

**for new varieties/breeds (e.g. Plant Variety Protection)**

(Provide supporting documents for patents/adoption of patents) **(Attachment II.A.1a)**

**i. International (patents filed in other countries)**

* Patented and adopted (Provide proof of adoption by recognized professional societies/organizations, non-government organizations or government organizations at the national level; Include information on who adopted the patent and provide proof)

|  |  |
| --- | --- |
| **Note: Principal contributor/author: 8 pt max each** | **Points** |
|  **Other contributor/author: 6 pt max each** | SCEC | STC |
| 1) Principal contributor/author or other contributor/author (encircle one) |  |  |
|  Title of patent: Type of patent: |
|  Patent No.: Assignee: |
|  Adopted by: |
|  Date of issue: Place of issue: |
|  Co-inventor(s) if any: |
|  Specific contribution of applicant: |
| 2) Principal contributor/author or other contributor/author (encircle one) |  |  |
|  Title of patent: Type of patent: |
|  Patent No.: Assignee: |
|  Adopted by: |
|  Date of issue: Place of issue: |
|  Co-inventor(s) if any: |
|  Specific contribution of applicant: |
| 3) Principal contributor/author or other contributor/author (encircle one) |  |  |
|  Title of patent:  Type of patent: |
|  Patent No.: Assignee: |
|  Adopted by: |
|  Date of issue: Place of issue: |
|  Co-inventor(s) if any: |
|  Specific contribution of applicant: |

* Patented but not adopted

|  |  |
| --- | --- |
| **Note: Principal contributor/author or other contributor: 3 pt max each****Maximum of 15 points** | **Points** |
|  | SCEC | STC |
| 1) Principal contributor/author or other contributor/author (encircle one) |  |  |
|  Title of patent: Type of patent: |
|  Patent No.: Assignee: |
|  Adopted by: |
|  Date of issue: Place of issue: |
|  Co-inventor(s) if any: |
|  Specific contribution of applicant: |
| 2) Principal contributor/author or other contributor/author (encircle one) |  |  |
|  Title of patent: Type of patent: |
|  Patent No.: Assignee: |
|  Adopted by: |
|  Date of issue: Place of issue: |
|  Co-inventor(s) if any: |
|  Specific contribution of applicant: |
| 3) Principal contributor/author or other contributor/author (encircle one) |  |  |
|  Title of patent: Type of patent: |
|  Patent No.: Assignee: |
|  Adopted by: |
|  Date of issue: Place of issue: |
|  Co-inventor(s) if any: |
|  Specific contribution of applicant: |

 **ii. Local**

* Patented and adopted (provide proof of adoption by recognized professional societies/organization, non-government organizations or government organizations at the local level; Include information on who adopted the patent and provide proof)

|  |  |
| --- | --- |
| **Note: Principal contributor/author: 6 pt max each** | **Points** |
|  **Other contributor/author: 4 pt max each** | SCEC | STC |
| 1) Principal contributor/author or other contributor/author (encircle one) |  |  |
|  Title of patent: Type of patent: |  |  |
|  Patent No.: Assignee: |
|  Adopted by: |
|  Date of issue: Place of issue: |
|  Co-inventor(s) if any: |
|  Specific contribution of applicant: |
| 2) Principal contributor/author or other contributor/author (encircle one) |  |  |
|  Title of patent: Type of patent: |
|  Patent No.: Assignee: |
|  Adopted by: |
|  Date of issue: Place of issue: |
|  Co-inventor(s) if any: |
|  Specific contribution of applicant: |
| 3) Principal contributor/author or other contributor/author (encircle one) |  |  |
|  Title of patent:  Type of patent: |
|  Patent No.: Assignee: |
|  Adopted by: |
|  Date of issue: Place of issue: |
|  Co-inventor(s) if any: |
|  Specific contribution of applicant: |

* **Patented but not adopted**

|  |  |
| --- | --- |
| **Note: Principal contributor/author: 3 pt max each; Maximum of 15 points** | **Points** |
|  **Other contributor/author: 2 pt max each; Maximum of 10 points** | SCEC | STC |
| 1) Principal contributor/author or other contributor/author (encircle one) |  |  |
|  Title of patent: Type of patent: |
|  Patent No.: Assignee: |
|  Adopted by: |
|  Date of issue: Place of issue: |
|  Co-inventor(s) if any: |
|  Specific contribution of applicant: |
| 2) Principal contributor/author or other contributor/author (encircle one) |  |  |
|  Title of patent: Type of patent: |
|  Patent No.: Assignee: |
|  Adopted by: |
|  Date of issue: Place of issue: |
|  Co-inventor(s) if any: |
|  Specific contribution of applicant: |
| 3) Principal contributor/author or other contributor/author (encircle one) |  |  |
|  Title of patent:  Type of patent: |
|  Patent No.: Assignee: |
|  Adopted by: |
|  Date of issue: Place of issue: |
|  Co-inventor(s) if any: |
|  Specific contribution of applicant: |

**b. Patent Pending** (at least 18 months after date of filing and without third party observation upon publication)

 (Provide copy of application and certification from patent office that there are no objections; proof of adoption by recognized professional societies/organizations, non-government organizations or government organizations at the national level) **(Attachment II.A.1b)**

 **International (patent filed in other countries)**

* Adopted

|  |  |
| --- | --- |
| **Note: Principal contributor/author: 4 pt max each;**  | **Points** |
|  **Other contributor/author: 2 pt max each.** | SCEC | STC |
| 1) Principal contributor/author or other contributor/author (encircle one) |  |  |
|  Title of patent: Type of patent: |  |
|  Patent No.: Assignee: |  |
|  Adopted by: |  |
|  Date of issue: Place of issue: |  |
|  Co-inventor(s) if any: |  |
|  Specific contribution of applicant: |  |
| 2) Principal contributor/author or other contributor/author (encircle one) |  |  |
|  Title of patent: Type of patent: |  |
|  Patent No.: Assignee: |  |
|  Adopted by: |  |
|  Date of issue: Place of issue: |  |
|  Co-inventor(s) if any: |  |
|  Specific contribution of applicant: |  |

* Not Adopted

|  |  |
| --- | --- |
| **Note: Principal contributor/author: 2 pt max each; Maximum of 10 points** | **Points** |
|  **Other contributor/author: 2 pt max each; Maximum of 5 points** | SCEC | STC |
| 1) Principal contributor/author or other contributor/author (encircle one) |  |  |
|  Title of patent: Type of patent: |
|  Patent No.: Assignee: |
|  Adopted by: |
|  Date of issue: Place of issue: |
|  Co-inventor(s) if any: |
|  Specific contribution of applicant: |
| 2) Principal contributor/author or other contributor/author (encircle one) |  |  |
|  Title of patent: Type of patent: |
|  Patent No.: Assignee: |
|  Adopted by: |
|  Date of issue: Place of issue: |
|  Co-inventor(s) if any: |
|  Specific contribution of applicant: |

 **Local**

* Adopted

|  |  |
| --- | --- |
| **Note: Principal contributor/author: 3 pt max each;**  | **Points** |
|  **Other contributor/author: 1.5 pt max each.** | SCEC | STC |
| 1) Principal contributor/author or other contributor/author (encircle one) |  |  |
|  Title of patent: Type of patent: |
|  Patent No.: Assignee: |
|  Adopted by: |
|  Date of issue: Place of issue: |
|  Co-inventor(s) if any: |
|  Specific contribution of applicant: |
| 2) Principal contributor/author or other contributor/author (encircle one) |  |  |
|  Title of patent: Type of patent: |
|  Patent No.: Assignee: |
|  Adopted by: |
|  Date of issue: Place of issue: |
|  Co-inventor(s) if any: |
|  Specific contribution of applicant: |

* Not Adopted

|  |  |
| --- | --- |
| **Note: Principal contributor/author: 1.5 pt max each; Maximum of 7.5 points** | **Points** |
|  **Other contributor/author: 0.5 pt max each; Maximum of 2.5 points** | SCEC | STC |
| 1) Principal contributor/author or other contributor/author (encircle one) |  |  |
|  Title of patent: Type of patent: |
|  Patent No.: Assignee: |
|  Adopted by: |
|  Date of issue: Place of issue: |
|  Co-inventor(s) if any: |
|  Specific contribution of applicant: |
| 2) Principal contributor/author or other contributor/author (encircle one) |  |  |
|  Title of patent: Type of patent: |
|  Patent No.: Assignee: |
|  Adopted by: |
|  Date of issue: Place of issue: |
|  Co-inventor(s) if any: |
|  Specific contribution of applicant: |

 **c. Not Patented but Adopted (includes software development)**

Provide proof of adoption by recognized professional societies/organization, non-government organizations or government organizations at the national or international level **(as Attachment II.A.1c**); Include information on who adopted the patent and provide proof)

 **i.** **International**

|  |  |
| --- | --- |
| **Note: Principal contributor/author: 2 pt max each;**  | **Points** |
|  **Other contributor/author: 1 pt max each.** | SCEC | STC |
| 1) Principal contributor/author or other contributor/author (encircle one) |  |  |
|  Title of technology:  |
|  Adopted by:Provide proof. |
|  Date technology was released: Places released: |
|  Co-inventor(s) if any: |
|  Specific contribution of applicant: |
| 2) Principal contributor/author or other contributor/author (encircle one) |  |  |
|  Title of technology:  |
|  Adopted by:Provide proof. |
|  Date technology was released: Places released: |
|  Co-inventor(s) if any: |
|  Specific contribution of applicant: |

1. **Local**

|  |  |
| --- | --- |
| **Note: Principal contributor/author: 1 pt max each;**  | **Points** |
|  **Other contributor/author: 0.5 pt max each.** | SCEC | STC |
| 1) Principal contributor/author or other contributor/author (encircle one) |  |  |
|  Title of technology:  |
|  Adopted by:Provide proof. |
|  Date technology was released: Places released: |
|  Co-inventor(s) if any: |
|  Specific contribution of applicant: |
| 2) Principal contributor/author or other contributor/author (encircle one) |  |  |
|  Title of technology:  |
|  Adopted by:Provide proof. |
|  Date technology was released: Places released: |
|  Co-inventor(s) if any: |
|  Specific contribution of applicant: |

2. **UTILITY MODEL (Registered and adopted)**

Utility model is an “innovation” patent for new and industrially applicable technical solution to a problem. A new and useful, but obvious improvement may be protected as utility model (Intellectual Property Office of the Philippines). A utility model is an exclusive right granted for an invention, which allows the right holder to prevent others from commercially using the protected invention, without his authorization, for a limited period of time. Utility models are sometimes referred to as “petty patents” or “innovation patents.” (World Property Organisation)

Provide proof of adoption by recognized professional societies/organization, non-government organizations or government organizations at the national or international level **(as Attachment II.A.2**); Include information on who adopted the patent and provide proof)

Utility Models with Registration Pending will not be given any point.

1. **International**

|  |  |
| --- | --- |
| **Note: Principal contributor/author: 4 pt max each;**  | **Points** |
|  **Other contributor/author: 2 pt max each.** | SCEC | STC |
| 1) Principal contributor/author or other contributor/author (encircle one) |  |  |
|  Title of utility model:: |
|  Registration No.: Assignee: |
|  Adopted by: |
|  Date of issue: Place of issue: |
|  Co-inventor(s) if any: |
|  Specific contribution of applicant: |
| 2) Principal contributor/author or other contributor/author (encircle one) |  |  |
|  Title of utility model:  |
|  Registration No.: Assignee: |
|  Adopted by: |
|  Date of issue: Place of issue: |
|  Co-inventor(s) if any: |
|  Specific contribution of applicant: |

1. **Local**

|  |  |
| --- | --- |
| **Note: Principal contributor/author: 3 pt max each;**  | **Points** |
|  **Other contributor/author: 1.5 pt max each.** | SCEC | STC |
| 1) Principal contributor/author or other contributor/author (encircle one) |  |  |
|  Title of utility model:: |
|  Registration No.: Assignee: |
|  Adopted by: |
|  Date of issue: Place of issue: |
|  Co-inventor(s) if any: |
|  Specific contribution of applicant: |
| 2) Principal contributor/author or other contributor/author (encircle one) |  |  |
|  Title of utility model:  |
|  Registration No.: Assignee: |
|  Adopted by: |
|  Date of issue: Place of issue: |
|  Co-inventor(s) if any: |
|  Specific contribution of applicant: |

3. **SCIENTIFIC PUBLICATIONS**

**(1­–2 authors = 100 %, 3–4 authors= 80%, 5 or more authors = 60%)**

***Provide specific contribution of applicant to publication (e.g. Conceptualization, design of experiments, conduct of experiments, analysis, writing, etc ,*)**

**a. Scientific articles**

Use the following format for your entries:

Garcia, RN, Arocena, R.V. Laurena, A.C. and Tecson­-Mendoza, E.M. 2005. The IIS and FS globulins of coconut (*Cocos nucifera*. L.): Purification and Characterization. J. Agric. Food Chemistry 53: 1734­1739

**i. SCS-Accredited Scientific Journals**

Provide copies of the complete of articles.

(as **Attachment II.A.3a.i**)

|  |  |
| --- | --- |
| **Note: 1–2 Authors: 6 pt max**  | **Points** |
|  **3–4 Authors: 4.8 max** **5 or More authors: 3.6 pt max** | SCEC | STC |
| 1)  |  |  |
|  Specific contribution of applicant: |
| 2) |  |  |
|  Specific contribution of applicant: |

**ii. Non-­SCS-accredited indexed scientific journals**

* **International refereed** (publications with international reviewers, editorial board and circulation).

Provide copies of the complete articles and submit proof that the article was refereed e.g. list of editorial board.

 **(as Attachment II.A.3a.*ii* ).**

|  |  |
| --- | --- |
| **Note: 1–2 Authors: 4 pt max**  | **Points** |
|  **3–4 Authors: 3.2 pt max** **5 or More authors: 2.4 pt max** | SCEC | STC |
| 1)  |  |  |
|  Specific contribution of applicant: |
| 2) |  |  |
|  Specific contribution of applicant: |

* **International non-­refereed**(publications with international editorial board and circulation).

Provide copies of the complete articles.

**(as Attachment II.A.3a.*ii*.).**

|  |  |
| --- | --- |
| **Note: 1–2 Authors: 2 pt max**  | **Points** |
|  **3–4 Authors: 1.6 pt max** **5 or More authors: 1.2 pt max** | SCEC | STC |
| 1)  |  |  |
|  Specific contribution of applicant: |
| 2) |  |  |
|  Specific contribution of applicant: |

* **Local refereed** (Local refereed (publications with national reviewers, editorial board and circulation)

 Provide copies of the complete articles and submit proof that article was refereed.

**(as Attachment II.A.3a.ii)**

|  |  |
| --- | --- |
| **Note: 1–2 Authors: 3 pt max**  | **Points** |
|  **3–4 Authors: 2.4 pt max** **5 or More authors: 1.8 pt max** | SCEC | STC |
| 1)  |  |  |
|  Specific contribution of applicant: |
| 2) |  |  |
|  Specific contribution of applicant: |

* **Local non­-refereed** (publications with national editorial board and circulation).

 Provide copies of the complete articles

 (**as Attachment II.A.3a.ii ).**

|  |  |
| --- | --- |
| **Note: 1–2 Authors: 1.5 pt max**  | **Points** |
|  **3–4 Authors: 1.2 max** **5 or More authors: 0.9 pt max** | SCEC | STC |
| 1)  |  |  |
|  Specific contribution of applicant: |
| 2) |  |  |
|  Specific contribution of applicant: |

**b. Books** - a non-periodical printed publication with a minimum of 49 printed pages (according to UNESCO) covering an extensive treatise on a specialized field and with contribution to the body of knowledge in his/her field of specialization. Books should be published by reputable publishers.

Use the following format for entries:

Book:

Murphy K.P 2001. Protein Structure, Stability and Folding, New Jersey; Humana Press

 Chapters of a book [minimum of ten (10) printed pages per chapter]

 Stahl D.A. and R. Amann. 1991. Development and application of nucleic acid probes in

 bacterial systematics, p. 205-248. In E. Stackebrandt and M. Goodfellow (ed.), Nucleic

 acid techniques in bacterial systematics. John Wiley and Sons, New York, NY.

**i*.*** **International**

* **Refereed** (published by a reputable international publisher with international circulation, reviewers and editorial board).

Provide copies of the cover page, table of contents, title pages of books/chapters, publisher/s and submit proof that book was refereed. **(as Attachment II.A.3b.*i*)**

|  |  |
| --- | --- |
| **Note: For Chapters: 1–2 Authors, 6 pt max; 3–4 Authors, 4.8 max; 5 or more authors, 3.6 pt max**  | **Points** |
|  **For Books: 1–2 Authors, 30 pt max; 3–4 Authors, 24 pt max; 5 or more authors, 18 pt max** | SCEC | STC |
| 1)  |  |  |
|  Specific contribution of applicant: |
| 2) |  |  |
|  Specific contribution of applicant: |

* **Non-refereed** (published by a reputable international publisher with international circulation and editorial board).

 Provide copies of the cover page, table of contents, title pages of books/chapters, publisher/s and submit proof that book was refereed. **(as Attachment II.A.3b.*i*)**

|  |  |
| --- | --- |
| **Note: For Chapters: 1–2 Authors, 3 pt max; 3–4 Authors, 2.4 pt max; 5 or more authors, 1.8 pt max**  | **Points** |
|  **For Books: 1–2 Authors, 15 pt max; 3–4 Authors, 12 pt max; 5 or more authors, 9 pt max** | SCEC | STC |
| 1)  |  |  |
|  Specific contribution of applicant: |
| 2) |  |  |
|  Specific contribution of applicant: |

ii*.* **National**

* Refereed((published by a reputable local publisher with national circulation, reviewers and editorial board).

Provide copies of the cover page, table of contents, title pages of books/chapters, publisher/s and submit proof that book was refereed. **(as Attachment II.A. 3b.*i*)**

|  |  |
| --- | --- |
| **Note: For Chapters: 1–2 Authors, 4 pt max; 3–4 Authors, 3.2 pt max; 5 or more authors, 2.4 pt max**  | **Points** |
|  **For Books: 1–2 Authors, 20 pt max; 3–4 Authors, 15 pt max; 5 or more authors, 12 pt max** | SCEC | STC |
| 1)  |  |  |
|  Specific contribution of applicant: |
| 2) |  |  |
|  Specific contribution of applicant: |

* Non-refereed(published by a reputable local publisher with national circulation, reviewers and editorial board).

Provide copies of the cover page, table of contents, title pages of books/chapters, publisher/s and submit proof that book was refereed. **(as Attachment II.A. 3b.*i*)**

|  |  |
| --- | --- |
| **Note: For Chapters: 1–2 Authors, 2 pt max; 3–4 Authors, 1.6 pt max; 5 or more authors, 1.2 pt max**  | **Points** |
|  **For Books: 1–2 Authors, 10 pt max; 3–4 Authors, 8 pt max; 5 or more authors, 6 pt max** | SCEC | STC |
| 1)  |  |  |
|  Specific contribution of applicant: |
| 2) |  |  |
|  Specific contribution of applicant: |

**c. Manual/Handbook/Monograph** (should be within the scientists' field of specialization)

Manual1 - is an unpublished material that contains detailed description of instructional training or research procedures; provide a certification of circulation by institutionhead as proof.

Handbook2 a [book](http://dictionary.cambridge.org/search/british/direct/?q=book) that [contains](http://dictionary.cambridge.org/search/british/direct/?q=contains) [instructions](http://dictionary.cambridge.org/search/british/direct/?q=instructions) or [advice](http://dictionary.cambridge.org/search/british/direct/?q=advice) about how to do something or the most [important](http://dictionary.cambridge.org/search/british/direct/?q=important) and [useful](http://dictionary.cambridge.org/search/british/direct/?q=useful) [information](http://dictionary.cambridge.org/search/british/direct/?q=information) about a [subject](http://dictionary.cambridge.org/search/british/direct/?q=subject). Handbooks or manuals should have at least national circulation or distribution.

Monograph3 - a separate treatise on a single subject or class of subjects, usually detailed in treatment but not extensive in scope and often containing an extensive bibliography. Monographs should be published by reputable publishers.

Provide copies of the cover page, table of contents, title page of manual/handbook/monograph.

**(as Attachment II.A.3c)**.

|  |  |
| --- | --- |
| **Note: 1–2 Authors, 3 pt max; 3–4 Authors, 2.4 pt max; 5 or more authors, 1.8 pt max**  | **Points** |
|  | SCEC | STC |
| 1)  |  |  |
|  Specific contribution of applicant: |
| 2) |  |  |
|  Specific contribution of applicant: |

**1**The UPLB Research Manual.2002.Research Output, Promotion and Publication, UPLB-OVCRE, p.23.

2Cambridge Dictionaries Online.

3The UPLB Research Manual.2002.Research Output, Promotion and Publication, UPLB-OVCRE, p.23.

**d. Bulletins, Techno-packages, Pamphlets** (**1 pt. max. each; MAXIMUM of 10 points**)1

Technical bulletin1 - a scientific paper, article, or translation recording the current status of scientific research or development. A research output presented in a technical bulletin is usually written in a semi-technical manner.

Techno-package2

Pamphlet/Brochure3 - a non-periodical publication of at least 5 pages (UNESCO) covering any field of interest.

Leaflet 4 - usually a single sheet of paper, which is sometimes folded to make 2 to 4 pages, deals with one main topic, and is highly

illustrated.

Provide copies of the above with name of applicant explicitly indicated as the author.

 **(as Attachment II.A. 3d*)***

|  |  |
| --- | --- |
| **Note: 1–2 Authors, 1 pt max; 3–4 Authors, 0.8 pt max; 5 or more authors, 0.6 pt max**  | **Points** |
|  **Maximum of 10 points** | SCEC | STC |
| 1)  |  |  |
|  Specific contribution of applicant: |
| 2) |  |  |
|  Specific contribution of applicant: |

|  |
| --- |
| *1The UPLB Research Manual.2002.Research Output, Promotion and Publication, UPLB-OVCRE, p.23* |
| *2 The UPLB Research Manual.2002.Research Output, Promotion and Publication, UPLB-OVCRE, p.23* |
| *3 The UPLB Research Manual.2002.Research Output, Promotion and Publication, UPLB-OVCRE, p.23* |
| *4The UPLB Research Manual.2002.Research Output, Promotion and Publication, UPLB-OVCRE, p.23* |

|  |  |  |
| --- | --- | --- |
|  **Sub Total for II.A. Scientific Productivity**  |  |  |

**B. SCIENTIFIC AND PROFESSIONAL STANDING *(should not be more than 20% of the total score)***

**1. PRESTIGIOUS PROFESSIONAL/SCIENTIFIC AWARDS RECEIVED**

 **a. International**

Provide copies of the awards certificates.**(as Attachment II.B.1)**

*List only reputable national and international awards.*

|  |  |
| --- | --- |
| **Note: 1–2 Awardees, 5 pt max; 3–4 Awardees, 4 pt max; 5 or more authors, 3 pt max**  | **Points** |
|  | SCEC | STC |
| 1) Name of award: |  |  |
| Awarding organization: |
| 2) Name of award: |  |  |
|  Awarding organization |

**b. National** (includes regional awards)

Provide copies of the award certificates. (**as Attachment II.B.1)**

|  |  |
| --- | --- |
| **Note: 1–2 Awardees, 3 pt max; 3–4 Awardees, 2.4 pt max; 5 or more authors, 1.8 pt max**  | **Points** |
|  | SCEC | STC |
| 1) Name of award: |  |  |
| Awarding organization: |
| 2) Name of award: |  |  |
|  Awarding organization |

**c. Institutional (1 pt. MAX. each)**

Provide copies of the award certificates. **(as Attachment II.B.1).**

|  |  |
| --- | --- |
| **Note: 1 pt. max each**  | **Points** |
|  | SCEC | STC |
| 1) Name of award: |  |  |
| Awarding organization: |
| 2) Name of award: |  |  |
|  Awarding organization |

**2. PAPER PRESENTATION IN SCIENTIFIC FORA/SEMINARS/SYMPOSIA/CONVENTION**

 *Papers published and already credited in Part A should not be included here.*

*Nominee must be the paper presentor/speaker to be given credit.*

**i. International**(**1.5 MAX. pts each**)

Provide copies of the invitations and program**(Attachment II.B.2.a.i)**

|  |  |
| --- | --- |
| **Note: 1.5 pt. max each**  | **Points** |
|  | SCEC | STC |
| 1) Title of paper presented:Name of conference, symposium, congress:Place and date: |  |  |
| 2) Title of paper presented:Name of conference, symposium, congress:Place and date: |  |  |
| 3) Title of paper presented:Name of conference, symposium, congress:Place and date: |  |  |

**ii. National** (includes regional oral presentation)(**1 pt. MAX. each**)

 Provide copies of the abstract and invitations, program or certificate of participation.

 **(Attachment II.B.2.a.ii)**

|  |  |
| --- | --- |
| **Note: 1 pt. max each**  | **Points** |
|  | SCEC | STC |
| 1) Title of paper presented:Name of conference, symposium, congress:Place and date: |  |  |
| 2) Title of paper presented:Name of conference, symposium, congress:Place and date: |  |  |
| 2) Title of paper presented:Name of conference, symposium, congress:Place and date: |  |  |

**3. EDITORSHIP OF SCIENTIFIC AND TECHNOLOGICAL BOOK/SCIENTIFIC REFEREED JOURNAL**

(**MAXIMUM of 10 points)** With at least one year appointment within a 5-­year period

**i. International** (**5 pts. MAX. each**)

Provide copies of title page and list of editorial board (a**s Attachment II.B.4)**.

|  |  |
| --- | --- |
| **Note: 5 pt. max each**  | **Points** |
|  | SCEC | STC |
| 1) Name of journal: Publisher:Address:Inclusive dates: |  |  |
| 2) Name of journal: Publisher:Address:Inclusive dates: |  |  |
| 3) Name of journal: Publisher:Address:Inclusive dates: |  |  |

**ii. National** (**1 pt. MAX. each**)

Provide copies of title page and list of editorial board (a**s Attachment II.B.4)**.

|  |  |
| --- | --- |
| **Note: 1 pt. max each**  | **Points** |
|  | SCEC | STC |
| 1) Name of journal: Publisher: Address: Inclusive dates: |  |  |
| 2) Name of journal: Publisher: Address: Inclusive dates: |  |  |
| 3) Name of journal: Publisher: Address: Inclusive dates: |  |  |

 **iii. Institutional (0.5 pt. MAX. each**)

|  |  |
| --- | --- |
| **Note: 0.5 pt. max each**  | **Points** |
|  | SCEC | STC |
| 1) Name of journal: Publisher: Address: Inclusive dates: |  |  |
| 2) Name of journal: Publisher: Address: Inclusive dates: |  |  |
| 3) Name of journal: Publisher: Address: Inclusive dates: |  |  |

**4. TECHNICAL REVIEW OF SCIENTIFIC ARTICLES FOR PUBLICATION (MAXIMUM of 5 points**)

 Provide copy/ies of title page and list of editorial board **(as Attachment II.B.5)**

 **i. International** (**3 pts. MAX. each**)

|  |  |
| --- | --- |
| **Note: 3 pt. max each** | **Points** |
|  | SCEC | STC |
| 1) Name of journal: Publisher: Address: Inclusive dates: |  |  |
| 2) Name of journal: Publisher: Address: Inclusive dates: |  |  |
| 3) Name of journal: Publisher: Address: Inclusive dates: |  |  |

**ii. National** (**1 pt. MAX. each**)

|  |  |
| --- | --- |
| **Note: 1 pt. max each**  | **Points** |
|  | SCEC | STC |
| 1) Name of journal: Publisher: Address: Inclusive dates: |  |  |
| 2) Name of journal: Publisher: Address: Inclusive dates: |  |  |

**iii. Institutional** (**0.5 pt. MAX. each**)

|  |  |
| --- | --- |
| **Note: 0.5 pt. max each**  | **Points** |
|  | SCEC | STC |
| 1) Name of journal: Publisher: Address: Inclusive dates: |  |  |
| 2) Name of journal: Publisher: Address: Inclusive dates: |  |  |

**5. MEMBERSHIP IN TECHNICAL COMMITTEES/SCIENTIFIC ORGANIZATIONS/ SPECIALTY COLLEGES** (**MAXIMUM of 5 points**)

Provide copy/ies of the invitation/s. (a**s Attachment II.B.6**)

**i. International** (**2 pts. max. each)**

|  |  |
| --- | --- |
| **Note: 2 pt. max each**  | **Points** |
|  | SCEC | STC |
| 1) Name of technical committee or scientific organization or specialty college: : Position:Date of membership:  |  |  |
| 1) Name of technical committee or scientific organization or specialty college: : Position:Date of membership: |  |  |

**ii. National** (**1 pt. max. each**)

|  |  |
| --- | --- |
| **Note: 1 pt. max each**  | **Points** |
|  | SCEC | STC |
| 1) Name of technical committee or scientific organization or specialty college: : Position:Date of membership:  |  |  |
| 1) Name of technical committee or scientific organization or specialty college: : Position:Date of membership: |  |  |

**iii. Institutional** (**0.5 pt. max. each**)

|  |  |
| --- | --- |
| **Note: 1 pt. max each**  | **Points** |
|  | SCEC | STC |
| 1) Name of technical committee or scientific organization or specialty college: : Position:Date of membership:  |  |  |
| 1) Name of technical committee or scientific organization or specialty college: : Position:Date of membership: |  |  |

**6. THESIS/DISSERTATION ADVISORSHIP/CO­-ADVISORSHIP**

 **Requirements for mentoring in Part B.** Scientists are expected to mentor students and/or other researchers. Mentoring will include thesis advising, research internship, OJT, training/workshop. Points for thesis advising: 1.5 for BS, MS or PhD. Points for research internship, OJT, training/workshop are: \_\_\_\_\_\_\_\_.

**Required points are:** Scientist I, 3 pt; Scientist II, 4 pt; Scientist III, 4 pt; Scientist IV, 6 pt; and Scientist V, 6 pt.

 Provide copy/ies of appointment/s and relevant certificates as proof of mentoring. (**as Attachment II.B.7**)

1. **Doctoral degree** (**1.5 pt max each**)

|  |  |
| --- | --- |
|  | **Points** |
|  | SCEC | STC |
| 1) Name of institution:  Designation (adviser/co-adviser): Name of student: Title of dissertation: Year graduated: |  |  |
| 2) Name of institution:  Designation (adviser/co-adviser): Name of student: Title of dissertation: Year graduated: |  |  |

**ii. Master’s degree (1.5 pt. max. each)**

|  |  |
| --- | --- |
|  | **Points** |
|  | SCEC | STC |
| 1) Name of institution:  Designation (adviser/co-adviser): Name of student: Title of thesis: Year graduated: |  |  |
| 2) Name of institution:  Designation (adviser/co-adviser): Name of student: Title of thesis: Year graduated: |  |  |

**iii. Baccalaureate degree** (**1.5 pt. max. each**)

|  |  |
| --- | --- |
|  | **Points** |
|  | SCEC | STC |
| 1) Name of institution:  Designation (adviser/co-adviser): Name of student: Title of thesis: Year graduated: |  |  |
| 2) Name of institution:  Designation (adviser/co-adviser): Name of student: Title of thesis: Year graduated: |  |  |

**7. SCIENCE CITATION INDEX** (**MAXIMUM of 2 points**)

(Citation by other authors only as listed in the Web of Science) **(0.2 pt. MAX/ citation)**

Provide copies of cover page publication and particular page where cited **(as Attachment II.B.8)**

|  |  |
| --- | --- |
| **Note: 0.2 pt max each**  | **Points** |
|  | SCEC | STC |
| 1) Title of work cited: Title, author, journal of publication which cited work:  |  |  |
| 2) Title of work cited: Title, author, journal of publication which cited work:  |  |  |
| 3) Title of work cited: Title, author, journal of publication which cited work:  |  |  |

|  |  |  |
| --- | --- | --- |
| Subtotal for II.B. Scientific and Professional Standing |  |  |
|  |  |  |
| **SUMMARY OF POINTS** |  |  |
| II.A. Scientific Productivity |  |  |
| II.B. Scientific and Professional Standing |  |  |
| TOTAL |  |  |

 Briefly describe your most important 3-5 scientific contributions (not more than 100 words per contribution) and cite relevant publications.

|  |
| --- |
| 1. |
| 2. |
| 3. |
| 4. |
| 5. |

I hereby declare that the information I have provided in this document are true and accurate. I understand and accept that any false declaration on my part will disqualify me from the Scientific Career System.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Signature of Nominee

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |
| --- | --- |
| **Evaluated by: Agency Scientific Career Evaluation Committee** |  |
| ChairmanName and signature: |  |  |
| Member:Name and signature | Member:Name and signature | Member:Name and signature |
| Member:Name and signature | Member:Name and signature | Member:Name and signature |
| **DATE:** |  |  |

**RECOMMENDED RANK: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**ENDORSED BY**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Signature over Printed Name of the Agency Head

|  |  |
| --- | --- |
| **Rated by: SCC Special Technical (STC) Committee** |  |
| **Chairman**Name and signature: |
| Member:Name and signature | Member:Name and signature | Member:Name and signature |
| Member:Name and signature | Member:Name and signature | Member:Name and signature |
| REPRESENTATIVE (related discipline) |  |  |
| Member:Name and signature |

**RECOMMENDED RANK: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_