



GUIDELINES FOR THE 2020 PRESIDENTIAL AWARDS FOR FILIPINO INDIVIDUALS AND ORGANIZATIONS OVERSEAS

1. DESCRIPTION

The Presidential Awards for Filipino Individuals and Organizations Overseas was institutionalized by virtue of Executive Order No. 498 signed by former President Corazon Aquino on 19 December 1991. This awards system serves as a continuing manifestation of the government's recognition of the immense contributions of Filipinos and private organizations overseas in national development efforts and the promotion of the interests of the Filipino diaspora.

2. AWARDS CATEGORIES

There are four (4) categories of awards to be conferred on Filipinos and private organizations overseas.

2.1. Lingkod sa Kapwa Pilipino (LINKAPIL) Award

The term LINKAPIL stands for "Lingkod sa Kapwa Pilipino," which translates to 'service to fellow Filipinos.' It speaks of the enduring sense of bayanihan of Filipinos even when they have found new homes in other countries.

This award is conferred on Filipino individuals or organizations for their exceptional or significant contribution to progress and development in the Philippines.

2.2. Banaag Award

The term "Banaag" means gleam or glimmer or in Filipino translation - *kislap* or *sinag*. It depicts shining a ray of light to one's outstanding contributions to advance the welfare of fellow overseas Filipinos and/or Filipino migrant communities.

This award is conferred on Filipino individuals or organizations for their contributions which have significantly benefited a sector of the diaspora, or advanced the cause and interest of overseas Filipino communities.

2.3. Pamana ng Pilipino Award

The term “Pamana” means legacy and heritage. It speaks of the honor that Filipinos bequeath to the homeland through their outstanding recognition, expertise, skills, and talents, among others.

This award is conferred on overseas Filipino individuals, who, in exemplifying the talent and industry of the Filipino, have brought the country honor and recognition through excellence and distinction in the pursuit of their work or profession.

2.4. Kaanib ng Bayan Award

The term “Kaanib” means an ally or affiliate or in other Filipino translation – *kasapi* or *kasama*. Loosely translated, it can mean ‘one of us.’ In the Filipino consciousness, being conferred with such status means one is treated as a member of the family. It is also the country’s gesture of appreciation and way of honoring foreign citizens or groups who assisted the Philippines and its people.

This award is conferred to foreign individuals (natural-born) and organizations for their exceptional or significant contribution to Philippine progress and development, or in advancing the cause or promoting the interests of overseas Filipino communities.

3. ELIGIBILITY

The award is open to Filipino individuals, groups, associations, clubs, federations, communities overseas, as well as foreign individuals and organizations abroad.

- 3.1. Filipinos who are permanently or temporarily residing and/or working overseas may be nominated.

For purposes of the Awards, overseas Filipinos refer to Filipino migrant workers whether sea-based or land-based; Filipinos who are permanent residents abroad including Filipino immigrants who are either citizens of foreign countries or are still Filipino citizens but awaiting naturalization, recognition, or admission, and their descendants; Filipinos who are naturalized citizens of other countries and with dual citizenships; naturalized former Filipinos; Filipino spouses and other partners of foreign nationals who are based abroad.

- 3.2. Only foreign individuals and organizations may be nominated for the Kaanib ng Bayan Award Category.

For purposes of the Awards, a foreign individual is herein defined as a person who is not a natural-born Filipino and not a national of the Philippines.

A foreign organization is defined as foreign institutions, organizations, societies, foundations, other juristic persons or group of persons which are managed and operated by foreigners and is registered in its home country.

Former Filipinos who have been naturalized as well as Filipino dual citizens are not entitled to this particular award category. They can be nominated, however, in the other three categories.

- 3.3. There is no prescribed age for an individual to be nominated to the awards.
- 3.4. An organization must be operating in good standing for a minimum of five (5) years to be considered for the Award. This is to ascertain its consistency and dedication to its avowed mission and goals.
- 3.5. Both individual and organization nominees should have accomplished at least five years of work or contribution in the field to which they are nominated.
- 3.6. Previous nominees who are not recipients of the award may be re-nominated under the same or other award categories. Nominees from the previous Awards year who are re-nominated for the current year will be evaluated equally with the other new nominees and must provide new accomplishments and contributions other than those cited in the previous nomination.
- 3.7. In cases where an individual and the organization where he/she belongs are both nominated to the same award category, primacy of the organization will be upheld unless the contributions cited by the individual nominee are distinct from the organization. Both individual and organization, however, may be nominated to different awards categories at the same time.
- 3.8. Nominees who are officers of an organization that were already conferred with an award, or vice versa, will still be eligible provided that the accomplishments and contributions cited are proven separate or distinct from that individual or organization already awarded.
- 3.9. Individuals who are members of the religious sector may be nominated. Contributions to help advance the cause of a sector, or assist the vulnerable as part of their religious duties and responsibilities will be considered.
- 3.10. Former overseas Filipinos who are already based in the Philippines may be nominated provided that there is a continuity in his/her services in the Philippines or to overseas Filipinos and the nominee had only resided in the Philippines for not more than three (3) years.
- 3.11. Overseas Filipino and foreign individuals who are employed by the host government or the Philippine government are not eligible if the accomplishments and contributions cited as bases for their nominations are specifically required to be among their official functions and duties.

Nomination will be considered if accomplishment and contributions cited are beyond their regular functions.

- 3.12. Previous recipients of the Presidential Awards may be nominated but under a different category. However, the accomplishments and contributions cited as bases for their nominations must be distinct and entirely separate from their previous Presidential Award.
- 3.13. Nominees (individual and organization) who have derogatory records such as, but not limited to, conviction for crimes involving moral turpitude or pendency of cases or complaints involving moral traits that would reflect adversely on his/her/its character shall not be eligible for nomination. See Section 6 for further guidelines.

4. QUALIFICATIONS AND BASES FOR AWARDS

The awards are granted to those whose past and current achievements, possess the following attributes:

4.1. For Lingkod sa Kapwa Pilipino Award

- Outstanding or significant service or contribution to address the needs and concerns of the Filipino people or nation as a whole;
- The success or impact or effectiveness of the contribution, which could be in the form of any contribution of personal/professional service, financial or material contribution, technology transfer, or useful information/idea/suggestion;
- Resourcefulness and initiative in tapping various sources to support development undertakings in the Philippines;
- Social consciousness in terms of manifesting strong community spirit and spearheading or actively participating in projects and other activities for the common good; and
- Motivation, dedication and commitment in pursuing activities to contribute to progress and development in the Philippines.

4.2. For Banaag Award

- Outstanding or significant service or contribution benefitting a sector of the diaspora, or advanced the cause and interest of overseas Filipino communities;
- The success or impact or effectiveness of the contribution, which could be in the form of any or a combination of personal/professional service, financial or material contribution, technology transfer, or useful information/idea/suggestion;

- Resourcefulness and initiative in tapping various sources to support development undertakings to promote the interests of the Filipino community overseas;
- Social consciousness in terms of manifesting strong community spirit and spearheading or actively participating in projects and other activities for the common good; and
- Motivation, dedication and commitment in pursuing activities to contribute to the betterment of the sector/region in the Philippines or the Filipino community overseas.

4.3. **For Pamana ng Pilipino Award**

- Consistent exceptional or outstanding performance in a particular profession or field of work;
- Research, new technology, innovation, or pioneering activity in a particular profession or field of work, and the extent of its impact or effect on the advancement of their profession;
- Resourcefulness and initiative in the pursuit of activities in a particular profession or field of work;
- Social consciousness in terms of manifesting strong community spirit and spearheading or actively participating in projects and other activities for the common good; and

4.4. **For Kaanib ng Bayan Award**

- Outstanding or significant service or contribution which benefitted a particular sector/region in the Philippines or Filipino community overseas;
- The success or impact or effectiveness of the contribution, which could be in the form of any contribution of personal/professional service, financial or material contribution, technology transfer, or useful information/idea/suggestion;
- Resourcefulness and initiative in tapping various sources to support development undertakings in the particular sector/region in the Philippines or to promote the interests of the Filipino community overseas;
- Social consciousness in terms of manifesting strong community spirit and spearheading or actively participating in projects and other activities for the common good; and



5. NOMINATION PROCEDURES

- 5.1. Any individual, whether Filipino or foreigner, may submit nominations for the awards by mail/courier to the Philippine Embassy or Consulate General that has jurisdiction over the place of residence/operations of the nominee. Such individual may be, but are not limited to, the following:
 - a. Private persons or groups, based in the Philippines or abroad;
 - b. Philippine Government agencies, institutions or political subdivisions;
 - c. Beneficiaries of assistance; or
 - d. International and multilateral organizations.
- 5.2. Self-nomination shall be also considered.
- 5.3. Individuals may be jointly nominated in one award category due to collaborative accomplishments and contributions.
- 5.4. An individual or organization may be nominated to any of the categories mentioned under Section 2 thereof.
- 5.5. An individual or organization cannot be nominated in more than one category at any one time or per award year.
- 5.6. The Secretariat and the Awards Committee(s) reserve the right to change the category in which the individual or organization was initially nominated in, as appropriate.
- 5.7. To nominate, only the prescribed Presidential Awards Nomination Forms for individual and organization may be used. Electronic copy of the Presidential Awards Nomination Form is available and can be downloaded for free at: <http://presidentialawards.cfo.gov.ph/forms>.
- 5.8. **Requirements for Nomination**
 - 5.8.1. Completed Nomination Form
 - 5.8.2. Signed Endorsement Form (to be accomplished by the Philippine Embassy or Consulate General that has jurisdiction over the place of residence/operations of the nominee)
 - 5.8.3. Photo - close up or portrait shot for individual nominee; logo and group photo for organization nominee. All images should be in high-resolution.
 - 5.8.4. Introductory Video About the Nominee (maximum of 3 minutes)
 - 5.8.5. Certification of No Derogatory Records (to be issued by the Philippine Embassy or Consulate General)
 - 5.8.6. Educational achievements such as copies of postgraduate studies, diploma and other certificates - for individual nominee only
 - 5.8.7. Constitution and By-laws – for organization nominee only
 - 5.8.8. Supporting documents for work/professional history – for individual nominee only
 - 5.8.9. Supporting documents for accomplishments and contributions – to include, but not limited to, certificates of recognition/commendation,

- letter of acknowledgement from the beneficiary, receipts, photos, videos, reports, news articles, etc.
- 5.8.10. Board Resolution – for organization nominees certifying that they are applying for the Awards
 - 5.8.11. Board Resolution – for individual nominee who is a member or officer of an organization certifying that accomplishments and contributions cited in the nomination were done through his/her individual capacity and not of the organization where he/she belongs.
 - 5.8.12. Testimonials of at least three (3) competent persons and/or beneficiaries
- 5.9. A summary matrix of requirements for nomination can be found at Annex 1.
 - 5.10. Detailed guide and requirements in filing the nomination form for individual and organization nominees can be downloaded at www.presidentialawards.cfo.gov.ph.
 - 5.11. Misrepresentation or falsification of information stated in the nomination form or in any of the supporting documents will result in the automatic and perpetual disqualification of the nominee.
 - 5.12. Nomination forms, additional sheets, and other supporting documents should be submitted in both soft and hard format. Soft copies of documents and other relevant media formats such as video(s) submitted must be contained in a USB flash drive only (Google drive or any similar cloud storage will not be accepted).
 - 5.13. Duly accomplished nomination form, additional sheets (if any), and other supporting documents must be first submitted to the Philippine Embassy or Consulate General that has jurisdiction over the place of residence/operations of the nominee for review and endorsement.
 - 5.14. Completed Endorsement Form must be secured from the concerned Philippine Embassy or Consulate General. Electronic copy of the Presidential Awards Endorsement Form can be downloaded at: <http://presidentialawards.cfo.gov.ph/forms>.
 - 5.15. The Philippine Embassy or Consulate General may submit the nomination package on behalf of the nominating party and nominee to the Presidential Awards Secretariat through:

PRESIDENTIAL AWARDS SECRETARIAT
Commission on Filipinos Overseas
Citigold Center 1345 President Quirino Avenue
Corner President Osmeña Highway, 1007 Manila, Philippines

- 5.16. The nominating party or nominee may also directly submit the nomination package to the Awards Secretariat provided that the signed endorsement form from the concerned PH Embassy or Consulate General is included.

- 5.17. Nominations that are sent through the Philippine honorary consuls as well as to Philippine service attaches (i.e. POLO, DOT, DND/PNP, DTI, DA, DSWD etc.) must still be coursed through the nearest Philippine Post for endorsement by the Ambassador or Consul General.
- 5.18. Nominations submitted to the Awards Secretariat without endorsements will be referred to the concerned Philippine Embassy or Consulate General for secondary review and will not be considered as an initial submission to the Secretariat. Unendorsed nominations shall be automatically disqualified.
- 5.19. All information and documents received by the Secretariat will be treated with utmost confidentiality. Nominations received, including attachments, materials and other supporting documents shall become property of the Commission on Filipinos Overseas and shall not be returned. Please do not submit original documents that are of value, whether commercial or personal.
- 5.20. The CFO-Presidential Awards Secretariat collects various data and information, including personal information, in accordance with its mandate. By submitting the application, the nominee and nominating party consent explicitly and unambiguously to the collection, use, disclosure, transfer and processing by the Secretariat in accordance with the Philippine Data Privacy Act of 2012, its implementing rules and regulations, and the CFO Data Privacy Policy which may be viewed at www.cfo.gov.ph.

6. DEROGATORY INFORMATION AND INTELLECTUAL PROPERTY

- 6.1.1. If the nominee does not disclose anything pertaining to Section 3.13 of this guidelines, the screening and judging committees are entitled to presume that there is no such information; should any such information come to light independently and verified accordingly, the nominee shall be automatically disqualified and perpetually barred from the succeeding Awards.
- 6.1.2. Any publication, intellectual creation, or other works attributed to the nominee that has become a relevant consideration for the Presidential award are considered original creations as declared in the nomination form, if any of the stated works are done through a group, due credit should be given.
- 6.1.3. Submission of such information means that the nominee certifies that there are no adverse claims regarding intellectual dishonesty against the individual or organization, whether judicially or administratively. In the event that information to the contrary should be discovered, said individual or organization shall be automatically disqualified and perpetually barred from succeeding Awards.

7. SUBMISSION OF ENTRIES

- 7.1. Call for nominations to the Presidential Awards will commence on August 15, 2019. Official advisories will be sent to all PH Embassies and Consulate General and posted in the Presidential Awards website <http://presidentialawards.cfo.gov.ph/> and Gawad ng Pangulo Facebook Page www.facebook.com/gawadpangulo.
- 7.2. The Awards Secretariat must receive the original copies of the nomination package, which includes the duly completed nomination form, supporting documents, and PH Embassy or Consulate General endorsement form not later than July 31, 2020. The Philippine diplomatic posts may set an earlier deadline for those nominees under their jurisdiction to give enough time for review, endorsement and transmittal of the nomination.
- 7.3. Incomplete nomination package submitted to the Awards Secretariat will not be considered as initial submission and may be a cause for disqualification of the nominee.
- 7.4. Nominations received beyond the deadline of July 31, 2020 (Philippine time) will be disqualified.
- 7.5. Nomination package which are in transit and may not reach the Award Secretariat on the deadline will still be accepted provided that the Secretariat has been notified in advance through e-mail by the nominating party, nominee or PH Embassy or Consulate General about the late arrival of the original documents.
- 7.6. The Awards Secretariat through an official letter sent through e-mail will acknowledge receipt of the nomination and verify compliance of the nomination package received. Nominees and nominating parties may be contacted directly by the Awards Secretariat for any clarification and additional supporting documents and information needed.
- 7.7. For transparency, the list of qualified nominees shall be posted in the Presidential Awards website: www.presidentialawards.cfo.gov.ph and Facebook page: www.facebook.com/gawadpangulo.

8. SELECTION GUIDELINES

8.1. Stages of Selection

The awardees will be selected from the nominations which will be reviewed and evaluated through the following stages:

8.1.1. STAGE 1 – Awards Committee Established at the Philippine Embassy or Consulate General

The Philippine Embassy or Consulate General shall establish an Awards Committee composed of the Ambassador / Head of Mission or his / her designated representative, embassy official(s) and a member of the overseas Filipino community to screen and endorse the nominations to the Awards Secretariat.

Upon the discretion of the Philippine Ambassador or Consul General, the membership and composition of the Awards Committee may be revised and expanded up to a maximum of six (6) members.

8.1.2. **STAGE 2 – Awards Secretariat**

The Commission on Filipinos Overseas (CFO), which serves as the Awards Secretariat, shall review and summarize all endorsed nominations, verify its compliance with all the required documentations, request additional supporting documents (if needed) and prepare the profiles of the nominees.

All unendorsed nominations received by the Secretariat shall revert to the concerned Philippine Embassy or Consulate General for proper disposition.

8.1.3. **STAGE 3 – Awards Technical Committee**

The Technical Committee shall evaluate all nominations according to their merits and prepare a shortlist of nominees. The Committee shall be composed of the following:

- Executive Director of the Commission on Filipinos Overseas (CFO) – as Chair of the Technical Committee
- Department of Foreign Affairs (DFA) – as Vice-Chair
- Department of Labor and Employment (DOLE)
- Department of Science and Technology (DOST)
- Department of Health (DOH)
- National Commission for Culture and the Arts (NCCA)
- Academe
- Civil society organization whose advocacy is migrant welfare

8.1.4. **STAGE 4 – Awards Executive Committee**

The Executive Committee shall further evaluate the shortlisted nominees, endorses them to the Office of the President and/or make additional recommendations. The Committee shall be composed of one (1) representative from the following:

- Chairperson of the Commission on Filipinos Overseas (CFO) – as Chair of the Executive Committee
- Department of Foreign Affairs (DFA) – as Vice Chair
- Office of the Executive Secretary of the Office of the President
- Religious sector representative

- Private / business sector representative
- Media representative

8.1.5. STAGE 5 – Office of the President

The Office of the President reviews the shortlist and approves the final list of Presidential Awardees.

8.2. Criteria for Evaluation and Selection Process

Technical Committee Level

8.2.1. The Awards Technical Committee shall evaluate the nominees according to the following set of criteria:

For nominees of the Banaag, LINKAPIL and Kaanib ng Bayan Award categories:

General Indicator	Percent Weight
1. Relevance of Contribution Relevance of the contributions to the country's or community's development needs	30%
2. Impact of Contribution Effects of the contribution to growth, progress or reconstruction of the Philippines in general, or a sector in particular, or Filipino community overseas	30%
3. Dedication, Commitment and Social Relevance Extent of involvement, dedication, and commitment in providing assistance and contribution to support activities in the Philippines and/or the overseas Filipino community	20%
4. Resourcefulness and Initiative Resourcefulness and initiative in tapping various resources to support activities in the Philippines and/or the overseas Filipino community. The nominee has displayed ability to tap various sources for assistance and acted on own volition to support development undertakings in the Philippines.	20%

For Nominees of the Pamana ng Pilipino Award category:

General Indicator	Percent Weight
1. Consistency of Outstanding Performance Consistent exceptional and outstanding performance in a particular field of endeavor, work or profession	40%
2. Impact of Achievement Effects brought about by the nominee's achievements on a particular field of work or profession	30%
3. Dedication and Commitment Extent of involvement, dedication, and commitment in providing assistance and contribution to support activities in the Philippines and/or the overseas Filipino community	10%
4. Social Relevance Community spirit as demonstrated by the extent of involvement of the nominee in projects and activities for the common good.	10%
5. Excellence and Distinction Other awards and recognition received in pursuit of work or profession	10%

8.2.2. The minimum rating for a nominee to be included in shortlist for further evaluation of the Executive Committee is 85 %.

Executive Committee Level

8.2.3. Shortlisted nominees shall be further evaluated by the Awards Executive Committee. The Committee will then come up with the final shortlist for endorsement to the Office of the President.

8.2.4. Five (5) Yes votes are required for a nominee to be included in the final shortlist for endorsement to the Office of the President.

8.3. Results of Selection Process

8.3.1. All decisions of the Technical and Executive Committees in all matters relating to the deliberations are final, conclusive and cannot be amended after the meetings have concluded.

8.3.2. The Awards Secretariat, members of the Technical and Executive Committees and any personnel of the Commission on Filipinos Overseas shall not provide information on the status of nomination and

Committee deliberations and are bound by a non-disclosure agreement throughout the awards period.

- 8.3.3. The Awards Secretariat shall inform the concerned Philippine Embassy or Consulate General through official letter of the nominees who were not included in the shortlist.
- 8.3.4. The Awards Secretariat shall likewise inform the concerned Philippine Embassy or Consulate General through official letter of the nominees who were shortlisted. PH Embassies and Consulate General are requested to keep the information confidential from the concerned nominee and nominating party.
- 8.3.5. Final awardees will be notified through official letter once approval from the Office of the President is obtained (around late November - early December).

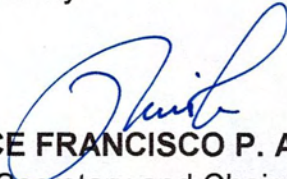
9. PRESENTATION OF THE AWARDS

- 9.1. The Presidential Awards for Filipinos Individuals and Organizations Overseas shall be conferred to the recipients by the President of the Philippines in a ceremony during the observance of the "Month of Overseas Filipinos" in Manila in December 2020. The exact date of the Award shall depend on the availability of the President of the Philippines. The Presidential Awards may also be conferred, by authority of the President, by the Executive Secretary or when so duly authorized by the President, by the Chairperson of the Commission on Filipinos Overseas.
- 9.2. The awards may be given posthumously to any individual entitled thereto, in which case it shall be received by his/her legal heirs or by his/her nearest kin.

10. INCENTIVES

- 10.1. Each Awardee shall receive a medallion from the President. Awardees shall also receive a Plaque of Excellence from the CFO. Non-winning nominees will receive a certificate of appreciation issued by the CFO.
- 10.2. Subject to availability of funds, each Awardee shall be given free roundtrip airfare and accommodation.
- 10.3. Participating Philippine Embassies and Consulate General which actively participated to the Presidential Awards and who has the most number of nominations selected as among the Awardees will be recognized with a Certificate of Commendation. All other Posts that submitted entries will also be given a Certificate of Recognition.

Approved by:



JUSTICE FRANCISCO P. ACOSTA (Ret.)
Secretary and Chairperson
Commission on Filipinos Overseas

09 August 2019
Manila, Philippines

ANNEXES

- Annex 1:** List of Requirements for Nomination
- Annex 2:** a. Guide for Completing the Nomination Form – Individual Nominee
b. Guide to Completing the Nomination Form – Organization Nominee
- Annex 3:** a. Nomination Forms - Individual Nominee
b. Nomination Forms – Organization Nominee
- Annex 4:** Endorsement Form *(to be accomplished by the PH Embassy or Consulate General that has jurisdiction over the place of residence/operation of the nominee)*
- Annex 5:** Certification of No Derogatory Records *(to be issued by the Philippine Embassy or Consulate General)*
- Annex 6:** a. Sample Board Resolution for Organization nominee certifying that they are applying for the 2020 Presidential Awards.
b. Sample Board Resolution for Individual nominee who is a member or officer of an organization certifying that the accomplishments and contributions cited in the nomination were done through the individual capacity of the nominee and not the organization.
- Annex 7.** Timeline of Activities of the 2020 Presidential Awards