

## **Nomination Guidelines 2020 Gawad Tsanselor sa Natatanging REPS**

The University of the Philippines Diliman appreciates and values the contribution of our Research, Extension, and Professional Staff (REPS) to the growth of the University, the generation of knowledge, development of skills and exemplary service to the development of the country. In recognition of their contributions to UP Diliman, the most outstanding members of the REPS are given the Gawad Tsanselor, one of the University's most prestigious awards.

The award will be given to three (3) members of the REPS (one from each category: Research, Extension, Professional Staff) who have distinguished themselves by their noteworthy professionalism and remarkable output and service in their work, for the preceding three (3) years.

### **I. General Guidelines**

1. The *Natatanging REPS* Award is open to all REPS who are employees of the University (permanent or UP contractual). Those who have Non-UP contractual status are not eligible for this award.
2. A REPS can only be nominated for the award category corresponding to his/her REPS classification i.e. a University Research Associate can only be nominated under the Research Category.
3. The nomination may be made by an individual, college or by an organization within UP Diliman.
4. The nomination form must be accomplished and submitted in hard and soft copies. The nomination must be accompanied with supporting documents.
5. The Selection Committee may invite nominees and/ or concerned parties for an interview. It may also request additional documentation.
6. The Selection Committee recommends its findings to the Chancellor who makes the final decision.

### **II. General Criteria**

1. Output

The evaluation will consider the type of involvement of the nominee in the work (research/ extension/ professional service), the amount of output of the nominee, and the impact of the nominee's work.

2. Critical Factors

High levels of professionalism, dedication and commitment to work and to professional and personal growth must have been demonstrated by the nominee. Other awards received by the nominee in relation to his/ her work and external citations/ reviews of the work shall also be considered in the evaluation.

### **III. Deadline for Nominations**

All nominations must be addressed and submitted to the Office of the Vice Chancellor for Research and Development on or before **5:00pm, 6 December 2019**.