



Republic of the Philippines
Department of Agriculture
PHILIPPINE COUNCIL FOR AGRICULTURE AND FISHERIES
Department of Agriculture Compound
Elliptical Road, Diliman, Quezon City
Tel.No. (02)928-8751 to 65 locals 2601 to 2625. email pcaf.da@gmail.com

PDD-PCAF-M-2024-025

April 26, 2024

MEMORANDUM

**FOR : REGIONAL EXECUTIVE DIRECTORS AND MAFAR MINISTER
RAFC EXECUTIVE COMMITTEE CHAIRPERSONS
RAFC EXECUTIVE OFFICERS
RAFC COORDINATORS**

**SUBJECT : ANNUAL SEARCH FOR OUTSTANDING AFC, CHAIRPERSONS,
RAFC EXECUTIVE OFFICERS, SECRETARIAT COORDINATORS, AND
AFC SECTORAL COMMITTEES**

The PCAF has been successfully conducting the Annual Search for Outstanding Agriculture and Fishery Councils (AFCs) through the National Volunteers Day Celebration since 2015 to commemorate the achievements and services the AFCs have been providing for the agriculture and fisheries sectors. The Search aims to reward and recognize the AFCs' continued fervor through volunteerism, as enshrined in Section 16 of the Volunteer Act of 2007 (R.A. No. 9418).

The winners of the Search shall be determined based on the accomplishments from October 2023 to 2024, as evidenced by the submitted documents on or before October 7, 2024. On top of the cash prizes, the winners will receive plaques while runners-up will be given the certificates of recognition.

Corollary to this, enclosed herewith is the **Guidelines for the 2024 PCAF Search for Outstanding AFCs, Chairpersons, RAFC Executive Officers, Secretariat-Coordinators, and AFC Sectoral Committees** for 2024.

For your information and reference.


JULIETA E. OPULENCIA
OIC - Executive Director



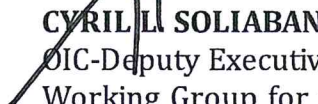


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PCAF-VMS-M-2024-036

April 26, 2024

MEMORANDUM FOR THE OIC - EXECUTIVE DIRECTOR

FROM :  **CYRIL L SOLIABAN**
OIC-Deputy Executive Director and Chairperson
Working Group for the Search for Outstanding AFCs, Chairpersons,
RAFC Executive Officer, Secretariat-Coordinators and AFC Sectoral
Committees

SUBJECT : **GUIDELINES ON THE SEARCH FOR OUTSTANDING AFCs,
CHAIRPERSONS, RAFC EXECUTIVE OFFICER,
SECRETARIAT-COORDINATORS AND AFC SECTORAL
COMMITTEES**

We are pleased to submit to you the final copy of the Guidelines of the 2024 PCAF Search for Outstanding AFCs, Chairpersons, RAFC Executive Officer, Secretariat-Coordinators, and AFC Sectoral Committee for 2024.

The Committee is proposing to give awards for the following categories with the following cash prizes:

Name of Award/Category	Cash Prize (Php)
1. Outstanding Achiever Award (Council) RAFC <ul style="list-style-type: none">● Champion● 1st Runner up● 2nd Runner up PAFC/HUCAFC/ICCAFC <ul style="list-style-type: none">● Champion● 1st Runner up● 2nd Runner up MAFC/CAFC <ul style="list-style-type: none">● Champion● 1st Runner up● 2nd Runner up	Php 50,000.00 Php 20,000.00 Php 10,000.00 Php 50,000.00 Php 20,000.00 Php 10,000.00 Php 50,000.00 Php 20,000.00 Php 10,000.00

<p>2. Outstanding Sectoral Committees</p> <p>RAFC</p> <ul style="list-style-type: none"> ● Champion ● 1st Runner up ● 2nd Runner up <p>PAFC/HUCAFC/ICCAFC</p> <ul style="list-style-type: none"> ● Champion ● 1st Runner up ● 2nd Runner up 	<p>Php 30,000.00</p> <p>Php 20,000.00</p> <p>Php 10,000.00</p> <p>Php 30,000.00</p> <p>Php 20,000.00</p> <p>Php 10,000.00</p>
<p>3. Outstanding Chairperson</p> <p>RAFC</p> <ul style="list-style-type: none"> ● Champion ● 1st Runner up ● 2nd Runner up <p>PAFC/HUCAFC/ICCAFC</p> <ul style="list-style-type: none"> ● Champion ● 1st Runner up ● 2nd Runner up <p>MAFC/CAFC</p> <ul style="list-style-type: none"> ● Champion ● 1st Runner up ● 2nd Runner up 	<p>Php 30,000.00</p> <p>Php 20,000.00</p> <p>Php 10,000.00</p> <p>Php 30,000.00</p> <p>Php 20,000.00</p> <p>Php 10,000.00</p> <p>Php 30,000.00</p> <p>Php 20,000.00</p> <p>Php 10,000.00</p>
<p>4. Outstanding RAFC Executive Officer</p> <ul style="list-style-type: none"> ● Champion ● 1st Runner up ● 2nd Runner up 	<p>Php 30,000.00</p> <p>Php 20,000.00</p> <p>Php 10,000.00</p>
<p>5. Outstanding Secretariat Coordinator</p> <p>RAFC</p> <ul style="list-style-type: none"> ● Champion ● 1st Runner up ● 2nd Runner up <p>PAFC/HUCAFC/ICCAFC</p> <ul style="list-style-type: none"> ● Champion ● 1st Runner up ● 2nd Runner up <p>MAFC/CAFC</p> <ul style="list-style-type: none"> ● Champion ● 1st Runner up ● 2nd Runner up 	<p>Php 30,000.00</p> <p>Php 20,000.00</p> <p>Php 10,000.00</p> <p>Php 30,000.00</p> <p>Php 20,000.00</p> <p>Php 10,000.00</p> <p>Php 30,000.00</p> <p>Php 20,000.00</p> <p>Php 10,000.00</p>

6. Special Awards (All Levels) Best in Advocacy Local Partnership Champion Innovation Expert Special Award for AFC Co-chairperson (Government) Special Award for LGU (Most Supportive LGU) Special Award for NGA Partner (Most Supportive)	Php 15,000.00 Php 15,000.00 Php 15,000.00 Php 15,000.00 Php 15,000.00 Php 15,000.00
7. Pillars of the Agricultural and Fishery Council The Pillars of Agricultural and Fishery Council will be awarded to the RAFC and PAFC Chairpersons who have served the AFC for twenty (20) years. Each will receive Ten Thousand Pesos (Php 10,000.00).	

The winners of the Search will be determined based on their accomplishments from the last quarter of the prior year and the first three quarters of the current year.

On top of the cash prizes, the winners will also receive plaques, while the runners-up will receive certificates of recognition.

Below is the proposed timeline for the conduct of the Search:


Date	Activity
October 7, 2024	Deadline for submission of supporting documents
October 8-11, 2024	Table evaluation (Shortlisting of Top 3 Finalists)
October 14-November 6, 2024	Field validation
November 7-8, 2024	Finalization of the results of the validation
November 11, 2023	Presentation to the Board of Judges

The budgetary requirement of the Search shall be sourced from the Partnership Development Division-Volunteer Management Section Fund 101 Allocation subject to funds availability and the usual accounting and auditing rules and regulations.

Also attached is the memorandum addressed to all Regional Executive Directors, RAFC Chairpersons, RAFC Executive Officers, and RAFC Secretariat-Coordinators disseminating the Search Guidelines, for your signature.

FOR APPROVAL

Approved **Disapproved**




JULIETA E. OPULENCIA
OIC-Executive Director

Date: _____

Also attached is the memorandum addressed to all Regional Executive Directors, RAFC Chairpersons, RAFC Executive Officers, and RAFC Secretariat-Coordinators disseminating the Search Guidelines, for your signature.

FOR APPROVAL

Approved Disapproved



JULIETA E. OPULENCIA
QIC-Executive Director

Date: _____

GUIDELINES ON THE SEARCH FOR OUTSTANDING AGRICULTURAL AND FISHERY COUNCILS (AFCs), CHAIRPERSONS, RAFC EXECUTIVE OFFICER, AFC SECRETARIAT-COORDINATORS AND AFC SECTORAL COMMITTEES

I. RATIONALE

The Philippine Council for Agriculture and Fisheries (PCAF), an attached agency of the Department of Agriculture (DA), has an established network of the Agricultural and Fishery Councils (AFCs) at the regional, provincial, and city/municipal levels. Most of the members of the AFCs are volunteer partners who have rendered selfless and dedicated services for the development of the agriculture and fisheries sectors since 1987 up to the present. To ensure effective and meaningful stakeholder partnerships, they are ably supported by the RAFC Executive Officers (REOs) and Secretariat-Coordinators designated by the DA Field Offices and local government units (LGUs). These leaders have committed and shared their valued time, talent, skills, and resources in performing their duties in the AFCs.

The DA recognized the AFCs' contributions to the development of agriculture and fisheries when the Search for Outstanding Provincial and Municipal AFCs were included in the Annual Gawad Saka Search for Outstanding Achievers in Agriculture and Fisheries categories. PCAF, on the other hand, has its share of motivational programs for its consultative bodies, which started in 2015. It has successfully conducted nine (9) annual National Agriculture and Fisheries Volunteers' Day (NVD) Celebrations from 2015 to 2023, wherein the AFCs at the regional and local levels, Chairpersons, and Secretariat-Coordinators were given due recognition. Subsequently, in 2020, the Outstanding National Sectoral Committee was included in the Search. In 2022, the Outstanding REO was also added.

The event serves as a reward and recognition mechanism for all CBs for their continued fervor in helping develop the agri-fishery sector through volunteerism, as enshrined in Section 16 of the Volunteer Act of 2007 (R.A. No. 9418).

II. OBJECTIVES

The Search intends to recognize deserving Regional, Provincial, and City/Municipal AFCs, Chairpersons, RAFC Executive Officers (REO), Secretariat-Coordinators, and AFC sectoral committees for their significant achievements in developing the agriculture and fisheries sectors.

Specifically, it aims to:

- a. recognize and provide awards for their outstanding accomplishments;
- b. inspire Chairpersons, REOs, Secretariat-Coordinators, and Sectoral Committees to excel in their performance; and
- c. document and disseminate the best practices and innovative approaches of the awardees that they developed as part of their

outstanding accomplishments worthy of emulation by other AFCs and other development-oriented organizations.

III. SCOPE

The Search shall cover all AFCs, Chairpersons at the Regional, Provincial, and Municipal/City levels, REOs, and Secretariat-Coordinators at the Regional, Provincial, and Municipal/City levels.

The following are the categories:

1. Outstanding Achiever (Council)

RAFC

Champion	-	1
Ist Runner up	-	1
2nd Runner up	-	1

PAFC/HUCAFC/ICCAFC

Champion	-	1
Ist Runner up	-	1
2nd Runner up	-	1

MAFC/CAFC

Champion	-	1
Ist Runner up	-	1
2nd Runner up	-	1

2. Outstanding Sectoral Committees

RAFC

Champion	-	1
Ist Runner up	-	1
2nd Runner up	-	1

PAFC/HUCAFC/ICCAFC

Champion	-	1
Ist Runner up	-	1
2nd Runner up	-	1

3. Outstanding Chairperson

RAFC

Champion	-	1
Ist Runner up	-	1
2nd Runner up	-	1

PAFC/HUCAFC/ICCAFC

Champion	-	1
Ist Runner up	-	1

2nd Runner up	-	1
<i>MAFC/CAFC</i>		
Champion	-	1
Ist Runner up	-	1
2nd Runner up	-	1
4. Outstanding RAFC Executive Officer		
Champion	-	1
Ist Runner up	-	1
2nd Runner up	-	1
5. Outstanding Secretariat-Coordinators		
<i>RAFC</i>		
Champion	-	1
Ist Runner up	-	1
2nd Runner up	-	1
<i>PAFC/HUCAFC/ICCAFC</i>		
Champion	-	1
Ist Runner up	-	1
2nd Runner up	-	1
<i>MAFC/CAFC</i>		
Champion	-	1
Ist Runner up	-	1
2nd Runner up	-	1
6. Special Awards (For All Levels)		
<ul style="list-style-type: none"> ● Best in Advocacy ● Local Partnership Champion ● Innovation Expert ● Special Award for AFC Co-chairperson (Government) ● Special Award for LGU (Most Supportive) ● Special Award for NGA Partner (Most Supportive) 		

7. Pillars of Agricultural and Fishery Council

IV. QUALIFICATIONS

The following are the minimum qualifications for the individual awards:

Private Sector

1. Must be a full-fledged member of the AFC (complete submission of membership requirements to the Partnership Development Division-Volunteer

Management Section);

2. Must not have any pending administrative or criminal case; and
3. Must have already joined as a member of the AFC for at least two years.

Government Sector

1. Must have served at least two years; and
2. Must not have any pending administrative or criminal case.

The AFCs, Chairpersons, REOs, and Secretariat-Coordinators who were awardees for three (3) consecutive years are declared Hall of Famers. Hall of Famers cannot join the Search for three years. The Hall of Fame award is given a year after they receive their third consecutive award.

V. PERIOD OF SEARCH

The Search will cover accomplishments from the last quarter of 2023 and the first three quarters of 2024.

VI. CRITERIA FOR EVALUATION

Attached (Annexes) are the various categories cum the corresponding criteria to determine the top three (3) finalists who pass the threshold

**CATEGORY:
OUTSTANDING ACHIEVER - COUNCIL
RAFC, PAFC/HUCAFC/ICCAFC, AND MAFC/CAFC**

CRITERIA	POINT SYSTEM (Max of 100 points)																						
<p>1. Conduct of executive, sectoral, and special consultation meetings</p> <p><i>Evidence:</i></p> <ul style="list-style-type: none"> • <i>Minutes/Highlights of meetings</i> 	<p>Maximum of Ten (10) points</p> <table border="1" style="width: 100%; text-align: center;"> <thead> <tr> <th>No. of meetings</th> <th>Points</th> </tr> </thead> <tbody> <tr> <td>≥ 5</td> <td>10</td> </tr> <tr> <td>4</td> <td>8</td> </tr> <tr> <td>3</td> <td>6</td> </tr> <tr> <td>2</td> <td>4</td> </tr> <tr> <td>1</td> <td>2</td> </tr> </tbody> </table>	No. of meetings	Points	≥ 5	10	4	8	3	6	2	4	1	2										
No. of meetings	Points																						
≥ 5	10																						
4	8																						
3	6																						
2	4																						
1	2																						
<p>2. Policy resolutions endorsed in 30 days (for RAFC/PAFC/ HUCAFC/ICCAFC) copy furnished PCAF or Local Issues identified (for MAFC/CAFC);</p> <p><i>Evidence:</i></p> <ul style="list-style-type: none"> • <i>Copies of resolutions and endorsement documents</i> • <i>Copies of Matrix of local issues</i> 	<p>Maximum of Ten (10) points</p> <table border="1" style="width: 100%; text-align: center;"> <thead> <tr> <th colspan="2"><i>RAFC (endorsed in 30 days)</i></th> </tr> <tr> <th>No. of Policy Resolutions</th> <th>Points</th> </tr> </thead> <tbody> <tr> <td>≥ 5</td> <td>10</td> </tr> <tr> <td>4</td> <td>8</td> </tr> <tr> <td>3</td> <td>6</td> </tr> <tr> <td>2</td> <td>4</td> </tr> <tr> <td>1</td> <td>2</td> </tr> </tbody> </table> <table border="1" style="width: 100%; text-align: center;"> <thead> <tr> <th colspan="2"><i>PAFC/HUCAFC/ICCAFC (endorsed in 30 days)</i></th> </tr> <tr> <th>No. of Policy Resolutions</th> <th>Points</th> </tr> </thead> <tbody> <tr> <td>≥ 5</td> <td>10</td> </tr> <tr> <td>4</td> <td>8</td> </tr> </tbody> </table>	<i>RAFC (endorsed in 30 days)</i>		No. of Policy Resolutions	Points	≥ 5	10	4	8	3	6	2	4	1	2	<i>PAFC/HUCAFC/ICCAFC (endorsed in 30 days)</i>		No. of Policy Resolutions	Points	≥ 5	10	4	8
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<i>MAFC/CAFC (endorsed in 30 days)</i>													
No. of Local Issues Identified	Points												
≥ 5	10												
4	8												
3	6												
2	4												

<p>3. Adopted Policy Resolutions (for RAFC and PAFC/HUCAFC/ICCAFC levels) / Local Issues Resolved or Policy Resolutions/Recommendations Endorsed (for MAFC/CAFC)</p> <p><i>Adopted Resolutions - refers to policy recommendations /resolutions favorably endorsed by the DA Secretary.</i></p> <p><i>Evidence (any of the following):</i></p> <ul style="list-style-type: none"> ● <i>Memorandum and Briefer approved by the DA</i> ● <i>Copy of the response letter from the concerned Agency</i> ● <i>Copy of the Program/Policy implemented by the concerned agency</i> ● <i>Matrix of Local Issues Resolved</i> ● <i>Endorsement Documents with a copy of Resolutions/Recommendations</i> 	<p>Maximum of Fifteen (15) points</p> <table border="1"> <tr> <td colspan="2" style="text-align: center;"><i>RAFC and PAFC/HUCAFC/ICCAFC</i></td> </tr> <tr> <td style="text-align: center;">No. of Policy Resolutions Adopted</td> <td style="text-align: center;">Points</td> </tr> <tr> <td style="text-align: center;">≥ 5</td> <td style="text-align: center;">15</td> </tr> <tr> <td style="text-align: center;">4</td> <td style="text-align: center;">12</td> </tr> <tr> <td style="text-align: center;">3</td> <td style="text-align: center;">9</td> </tr> <tr> <td style="text-align: center;">2</td> <td style="text-align: center;">6</td> </tr> <tr> <td style="text-align: center;">1</td> <td style="text-align: center;">3</td> </tr> </table> <table border="1"> <tr> <td style="text-align: center;">No. of Local Issues Resolved or Policy Resolution/ Recommendation endorsed</td> <td style="text-align: center;">Points</td> </tr> <tr> <td style="text-align: center;">≥ 5</td> <td style="text-align: center;">15</td> </tr> </table>	<i>RAFC and PAFC/HUCAFC/ICCAFC</i>		No. of Policy Resolutions Adopted	Points	≥ 5	15	4	12	3	9	2	6	1	3	No. of Local Issues Resolved or Policy Resolution/ Recommendation endorsed	Points	≥ 5	15
<i>RAFC and PAFC/HUCAFC/ICCAFC</i>																			
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≥ 5	15																		

	4	12
	3	9
	2	6
	1	3

<p>4. Alignment of policy or legislative agenda in the consultation topics</p> <p><i>Evidence (any of the following):</i></p> <ul style="list-style-type: none"> ● <i>Highlights of Meeting</i> ● <i>Meeting Agenda</i> ● <i>Matrix of Regional Policy Agenda</i> 	Maximum of Ten (10) points	
	No. of meetings aligned with policy or legislative agenda	Points
	≥ 5	15
	4	12
	3	9
	2	6
	1	3

<p>5. Conduct of/participation in monitoring and validation activities such as:</p> <ol style="list-style-type: none"> a. <i>Participation in the monitoring activities</i> b. <i>Preparation of report</i> c. <i>Conduct follow-through activities (e.g. inclusion in the meeting agenda)</i> d. <i>Agreement on actions to be taken (as indicated in the HOM)</i> e. <i>Action taken (e.g. coordination with concerned agencies, etc)</i> <p><i>Evidence (any of the following):</i></p> <ul style="list-style-type: none"> ● <i>Monitoring Report</i> ● <i>Highlights of the Meeting</i> ● <i>Any proof that supports Monitoring and Validation activities</i> 	Maximum of Fifteen (15) points	
	No. of activities	Points
	≥ 5	15
	4	12
	3	9
	2	6
	1	3

<p>6. Increase in AFC membership</p> <p><i>Evidence (any of the following):</i></p> <ul style="list-style-type: none"> ● Council Resolution ● Approved Memorandum of Membership Application 	Maximum of Ten (10) points	
	%* Increase in Total Membership	Points
	≥ 7%	10
	7%	6
	≤ 7%	2
*% increase from the previous year		

<p>7. Fund sourcing from DA-RFO, LGU, and other sources to augment the AFC budget</p> <p><i>Evidence (any of the following):</i></p> <ul style="list-style-type: none"> ● Memorandum of Agreement ● Certificate of fund support ● Work and Financial Plan ● Activity Proposal ● Accomplishment Report 	Maximum of Ten (10) points	
	RAFC	
	Fund Source	Points
	International or national fund sources outside DA	10
	Local fund sources outside DA	6
	DA fund source only	2
	PAFC/HUCAFC/ICCAFC and MAFC/CAFC	
	Fund Source	Points
	International, national, or regional fund sources outside DA	10
	DA RFO and its attached bureaus and agencies	6
	Local fund source	2

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<p>8. Capacity building conducted for and by the council (non-PCAF funded or with counterpart fund)</p> <p><i>Evidence (any of the following):</i></p> <p>a. Majority of the council members trained:</p> <ul style="list-style-type: none"> Documentation of activities, Copy of request to and approval of the concerned agency, Certificate (w/ request letter or invitation), Activity Report <p>b. Minority of the council member/s trained:</p> <ul style="list-style-type: none"> Certificate (w/ request letter or invitation), Highlights of the meeting stating that the training was re-echoed 	<p>Maximum of Five (5) points</p> <table border="1" data-bbox="794 376 1370 748"> <thead> <tr> <th colspan="2">RAFC</th> </tr> <tr> <th>No. of Capacity Building Activities</th> <th>Points</th> </tr> </thead> <tbody> <tr> <td>≥ 3</td> <td>5</td> </tr> <tr> <td>2</td> <td>3</td> </tr> <tr> <td>1</td> <td>1</td> </tr> </tbody> </table> <table border="1" data-bbox="794 788 1370 990"> <thead> <tr> <th colspan="2">PAFC/HUCAFC/ICCAFC</th> </tr> <tr> <th>No. of Capacity Building Activities</th> <th>Points</th> </tr> </thead> <tbody> <tr> <td>≥ 2</td> <td>5</td> </tr> <tr> <td>1</td> <td>3</td> </tr> </tbody> </table> <table border="1" data-bbox="794 1030 1370 1164"> <thead> <tr> <th colspan="2">MAFC/CAFC</th> </tr> <tr> <th>No. of Capacity Building Activities</th> <th>Points</th> </tr> </thead> <tbody> <tr> <td>≥ 1</td> <td>5</td> </tr> </tbody> </table>	RAFC		No. of Capacity Building Activities	Points	≥ 3	5	2	3	1	1	PAFC/HUCAFC/ICCAFC		No. of Capacity Building Activities	Points	≥ 2	5	1	3	MAFC/CAFC		No. of Capacity Building Activities	Points	≥ 1	5
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No. of Capacity Building Activities	Points																								
≥ 1	5																								

<p>9. Forging of partnership agreements with allied groups to push advocacies and expand the network initiated by the AFCs</p> <p><i>Evidence:</i></p> <ul style="list-style-type: none"> Copy of Partnership Agreements Forged 	<p>Maximum of Ten (10) points</p> <table border="1" data-bbox="794 1350 1370 1892"> <thead> <tr> <th colspan="2">RAFC</th> </tr> <tr> <th>No. of Partnership Agreement Forged</th> <th>Points</th> </tr> </thead> <tbody> <tr> <td>≥ 5</td> <td>10</td> </tr> <tr> <td>4</td> <td>8</td> </tr> <tr> <td>3</td> <td>6</td> </tr> <tr> <td>2</td> <td>4</td> </tr> <tr> <td>1</td> <td>2</td> </tr> </tbody> </table> <table border="1" data-bbox="794 1933 1370 2000"> <thead> <tr> <th colspan="2">PAFC/HUCAFC/ICCAFC</th> </tr> <tr> <th>No. of Partnership Agreement Forged</th> <th>Points</th> </tr> </thead> <tbody> <tr> <td>≥ 1</td> <td>5</td> </tr> </tbody> </table>	RAFC		No. of Partnership Agreement Forged	Points	≥ 5	10	4	8	3	6	2	4	1	2	PAFC/HUCAFC/ICCAFC		No. of Partnership Agreement Forged	Points	≥ 1	5
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≥ 5	10																				
4	8																				
3	6																				
2	4																				
1	2																				
PAFC/HUCAFC/ICCAFC																					
No. of Partnership Agreement Forged	Points																				
≥ 1	5																				

	<table border="1"> <tbody> <tr> <td>≥ 4</td> <td>10</td> </tr> <tr> <td>3</td> <td>8</td> </tr> <tr> <td>2</td> <td>6</td> </tr> <tr> <td>1</td> <td>4</td> </tr> </tbody> </table>	≥ 4	10	3	8	2	6	1	4
≥ 4	10								
3	8								
2	6								
1	4								
	<table border="1"> <thead> <tr> <th colspan="2">MAFC/CAFC</th> </tr> </thead> <tbody> <tr> <td>≥ 3</td> <td>10</td> </tr> <tr> <td><u>2</u></td> <td>6</td> </tr> <tr> <td><u>1</u></td> <td>4</td> </tr> </tbody> </table>	MAFC/CAFC		≥ 3	10	<u>2</u>	6	<u>1</u>	4
MAFC/CAFC									
≥ 3	10								
<u>2</u>	6								
<u>1</u>	4								

<p>10. Mainstreaming of GESI</p> <p><i>Evidence (any of the following):</i></p> <ul style="list-style-type: none"> ● <i>Highlights of Meeting</i> ● <i>Agenda</i> ● <i>Other Proof of Documentation (Photo with narrative)</i> 	<p>Maximum of Five (5) points</p> <table border="1"> <thead> <tr> <th>No. of Consultations with GESI Agenda</th> <th>Points</th> </tr> </thead> <tbody> <tr> <td>≥ 2</td> <td>2</td> </tr> <tr> <td>1</td> <td>1</td> </tr> </tbody> </table> <table border="1"> <thead> <tr> <th>Other Activities Related to GESI</th> <th>Points</th> </tr> </thead> <tbody> <tr> <td>≥ 1</td> <td>3</td> </tr> </tbody> </table>	No. of Consultations with GESI Agenda	Points	≥ 2	2	1	1	Other Activities Related to GESI	Points	≥ 1	3
No. of Consultations with GESI Agenda	Points										
≥ 2	2										
1	1										
Other Activities Related to GESI	Points										
≥ 1	3										

**CATEGORY:
OUTSTANDING ACHIEVER - SECTORAL COMMITTEES
(RAFC AND PAFC/HUCAFC/ICCAFC)**

CRITERIA	POINT SYSTEM (Max of 100 points)								
<p>1. Conduct of sectoral meetings</p> <p><i>Evidence:</i></p> <ul style="list-style-type: none"> ● <i>Minutes/Highlights of meetings</i> 	<p>Maximum of Twenty-Five (25) points</p> <table border="1" style="width: 100%; text-align: center;"> <thead> <tr> <th>No. of meetings</th> <th>Points</th> </tr> </thead> <tbody> <tr> <td>≥ 3</td> <td>25</td> </tr> <tr> <td>2</td> <td>20</td> </tr> <tr> <td>1</td> <td>15</td> </tr> </tbody> </table>	No. of meetings	Points	≥ 3	25	2	20	1	15
No. of meetings	Points								
≥ 3	25								
2	20								
1	15								
<p>2. Policy Resolutions/Recommendations endorsed to ExeCom</p> <p><i>Evidence:</i></p> <ul style="list-style-type: none"> ● <i>Copies of resolutions and endorsement documents</i> 	<p>Maximum of Twenty-Five (25) points</p> <table border="1" style="width: 100%; text-align: center;"> <thead> <tr> <th>No. of Policy Resolutions</th> <th>Points</th> </tr> </thead> <tbody> <tr> <td>≥ 3</td> <td>25</td> </tr> <tr> <td>2</td> <td>20</td> </tr> <tr> <td>1</td> <td>15</td> </tr> </tbody> </table>	No. of Policy Resolutions	Points	≥ 3	25	2	20	1	15
No. of Policy Resolutions	Points								
≥ 3	25								
2	20								
1	15								
<p>3. Adopted Policy Resolutions</p> <p><i>Adopted Resolutions - refers to policy recommendations/resolutions favorably endorsed by the DA Secretary</i></p> <p><i>Evidence (if applicable):</i></p> <ul style="list-style-type: none"> ● <i>Copy of Policy Resolutions</i> ● <i>Memorandum and Briefer approved by the DA</i> ● <i>Copy of the response letter from the concerned Agency</i> 	<p>Maximum of Twenty-Five (25) points</p> <table border="1" style="width: 100%; text-align: center;"> <thead> <tr> <th>No. of Policy Resolutions Adopted</th> <th>Points</th> </tr> </thead> <tbody> <tr> <td>≥ 3</td> <td>25</td> </tr> <tr> <td>2</td> <td>20</td> </tr> <tr> <td>1</td> <td>15</td> </tr> </tbody> </table>	No. of Policy Resolutions Adopted	Points	≥ 3	25	2	20	1	15
No. of Policy Resolutions Adopted	Points								
≥ 3	25								
2	20								
1	15								

<ul style="list-style-type: none"> • <i>Copy of the Program/Policy implemented by the concerned agency</i> 	
---------------------------------------------------------------------------------------------------------------------------	--

<p>4. Mainstreaming of AFC advocacies with LGUs, NGAs, and other NGOs (e.g., dialogues, FGD, interviews, distribution of advocacy materials, and related activities)</p> <p><i>Mainstreaming AFC advocacies means promoting inclusive agriculture and fisheries development by ensuring local stakeholders' voices and priorities are heard. Through public gatherings and media exposure, AFCs engage diverse audiences and promote the AFC brand as a tool to influence decision-making at all levels.</i></p> <p><i>Evidence:</i></p> <ul style="list-style-type: none"> • <i>Any documentation of activities for public gatherings/activities</i> • <i>Media Appearances (e.g. print, radio, local TV, social media)</i> 	<p>Maximum of Twenty-Five (25) points</p> <table border="1" data-bbox="794 488 1369 795"> <thead> <tr> <th data-bbox="794 488 1082 589">No. of Advocacy Activities</th> <th data-bbox="1085 488 1369 589">Points</th> </tr> </thead> <tbody> <tr> <td data-bbox="794 593 1082 660">≥ 3</td> <td data-bbox="1085 593 1369 660">25</td> </tr> <tr> <td data-bbox="794 665 1082 732">2</td> <td data-bbox="1085 665 1369 732">20</td> </tr> <tr> <td data-bbox="794 736 1082 795">1</td> <td data-bbox="1085 736 1369 795">15</td> </tr> </tbody> </table>	No. of Advocacy Activities	Points	≥ 3	25	2	20	1	15
No. of Advocacy Activities	Points								
≥ 3	25								
2	20								
1	15								

**CATEGORY:
OUTSTANDING CHAIRPERSONS
RAFC, PAFC/HUCAFC/ICCAFC, AND MAFC/CAFC**

CRITERIA	POINT SYSTEM (Max of 100 points)																				
<p>1. Conduct of executive, sectoral, and special consultation meetings</p> <p><i>Evidence:</i></p> <ul style="list-style-type: none"> • <i>Minutes/Highlights of meetings</i> 	<p>Maximum of Ten (10) points</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">No. of meetings</th> <th style="text-align: center;">Points</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">≥ 5</td> <td style="text-align: center;">10</td> </tr> <tr> <td style="text-align: center;">4</td> <td style="text-align: center;">8</td> </tr> <tr> <td style="text-align: center;">3</td> <td style="text-align: center;">6</td> </tr> <tr> <td style="text-align: center;">2</td> <td style="text-align: center;">4</td> </tr> <tr> <td style="text-align: center;">1</td> <td style="text-align: center;">2</td> </tr> </tbody> </table>	No. of meetings	Points	≥ 5	10	4	8	3	6	2	4	1	2								
No. of meetings	Points																				
≥ 5	10																				
4	8																				
3	6																				
2	4																				
1	2																				
<p>2. Policy Resolutions endorsed in 30 days (for RAFC/PAFC/ HUCAFC/ICCAFC) or Local Issues identified (for MAFC/CAFC);</p> <p><i>Evidence:</i></p> <ul style="list-style-type: none"> • <i>Copies of resolutions and endorsement documents</i> • <i>Copies of Matrix of local issues</i> 	<p>Maximum of Fifteen (15) points</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2" style="text-align: center;"><i>RAFC and PAFC/HUCAFC/ICCAFC</i></th> </tr> <tr> <th style="text-align: center;">No. of Policy Resolutions</th> <th style="text-align: center;">Points</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">≥ 5</td> <td style="text-align: center;">15</td> </tr> <tr> <td style="text-align: center;">4</td> <td style="text-align: center;">12</td> </tr> <tr> <td style="text-align: center;">3</td> <td style="text-align: center;">9</td> </tr> <tr> <td style="text-align: center;">2</td> <td style="text-align: center;">6</td> </tr> <tr> <td style="text-align: center;">1</td> <td style="text-align: center;">3</td> </tr> </tbody> </table> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2" style="text-align: center;"><i>MAFC/CAFC (endorsed in 30 days)</i></th> </tr> <tr> <th style="text-align: center;">No. of Local Issues Identified</th> <th style="text-align: center;">Points</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">≥ 5</td> <td style="text-align: center;">15</td> </tr> </tbody> </table>	<i>RAFC and PAFC/HUCAFC/ICCAFC</i>		No. of Policy Resolutions	Points	≥ 5	15	4	12	3	9	2	6	1	3	<i>MAFC/CAFC (endorsed in 30 days)</i>		No. of Local Issues Identified	Points	≥ 5	15
<i>RAFC and PAFC/HUCAFC/ICCAFC</i>																					
No. of Policy Resolutions	Points																				
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No. of Local Issues Identified	Points																				
≥ 5	15																				

	4	12
	3	9
	2	6

<p>3. Conduct of/participation in monitoring and validation activities such as:</p> <ol style="list-style-type: none"> <i>Participation in the monitoring activities</i> <i>Preparation of report</i> <i>Conduct follow-through activities (e.g. inclusion in the meeting agenda)</i> <i>Agreement on actions to be taken (as indicated in the HOM)</i> <i>Action taken (e.g. coordination with concerned agencies, etc)</i> <p><i>Evidence (any of the following):</i></p> <ul style="list-style-type: none"> ● <i>Monitoring Report</i> ● <i>Highlights of the Meeting</i> ● <i>Any proof that supports Monitoring and Validation activities</i> 	Maximum of Fifteen (15) points												
	<table border="1"> <thead> <tr> <th>No. of activities</th> <th>Points</th> </tr> </thead> <tbody> <tr> <td>≥ 5</td> <td>15</td> </tr> <tr> <td>4</td> <td>12</td> </tr> <tr> <td>3</td> <td>9</td> </tr> <tr> <td>2</td> <td>6</td> </tr> <tr> <td>1</td> <td>3</td> </tr> </tbody> </table>	No. of activities	Points	≥ 5	15	4	12	3	9	2	6	1	3
No. of activities	Points												
≥ 5	15												
4	12												
3	9												
2	6												
1	3												

<p>4. Mainstreaming of AFC advocacies (except GESI-related advocacies)</p> <p><i>Mainstreaming AFC advocacies means promoting inclusive agriculture and fisheries development by ensuring local stakeholders' voices and priorities are heard. Through public gatherings and media exposure, AFCs engage diverse audiences and promote the AFC brand as a tool to influence decision-making at all levels.</i></p> <p><i>Evidence (any of the following):</i></p> <ul style="list-style-type: none"> ● Any documentation of activities for public gatherings/activities ● Media Appearances (e.g. newspaper, radio, local TV) ● Highlights of Meeting 	Maximum of Five (5) points												
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No. of Advocacy Activities	Points												
≥ 5	5												
4	4												
3	3												
2	2												
1	1												

<p>5. Mainstreaming of GESI</p> <p><i>Evidence (any of the following):</i></p> <ul style="list-style-type: none"> ● <i>Highlights of Meeting</i> ● <i>Agenda</i> ● <i>Other Proof of Documentation (Photo with narrative)</i> 	Maximum of Five (5) points	
	No. of Consultations with GESI Agenda	Points
	≥ 2	2
	1	1
	Other Activities Related to GESI	
≥ 1	3	

<p>6. Fund sourcing from DA-RFO, LGU, and other sources to augment AFC budget</p> <p><i>Evidence (any of the following):</i></p> <ul style="list-style-type: none"> ● Memorandum of Agreement ● Certificate of fund support ● Work and Financial Plan ● Activity Proposal ● Accomplishment Report 	Maximum of Ten (10) points	
	RAFC	
	Fund Source	Points
	International or national fund sources outside DA	10
	Local fund sources outside DA	6
	DA fund source only	2
	PAFC/HUCAFC/ICCAFC and MAFC/CAFC	
	Fund Source	Points
	International, national, or regional fund sources outside DA	10

	DA RFO and its attached bureaus and agencies	6
	Local fund sources	2

<p>7. Membership/Participation in Local Development Council (LDC) and other similar groups</p> <p><i>Evidence (any of the following):</i></p> <ul style="list-style-type: none"> ● <i>Certification of Membership</i> ● <i>Photos with narrative</i> ● <i>Proof of Attendance</i> 	Maximum of Fifteen (15) points	
	Government	Points
	Membership and participation in the LDC/BEDC or other similar groups (<i>e.g.: PDC, LPPC</i>)	7
	Participation in other gov't activities (<i>e.g.: DepEd, DOH, DILG, DAR, DENR, etc.</i>)	5
	CSOs/NGOs	Points
	Membership and participation in Civic/Non Government/People/Voluntary Organizations (<i>e.g.: Pilipinas Kontra Gutom, Rotary Club, Unicef, World Vision</i>)	8
	Participation in Civic/Non Government/People/Voluntary Organizations (<i>e.g.: rescue,</i>	4

	<table border="1"> <tr> <td><i>calamity, rehabilitation, outreach programs)</i></td> <td></td> </tr> </table>	<i>calamity, rehabilitation, outreach programs)</i>	
<i>calamity, rehabilitation, outreach programs)</i>			

<p>8. Acted as Resource Person in Training, Congress, Fora. etc.</p> <p><i>Resource persons are invited to contribute their insights, provide information, answer questions, or offer guidance on topics within their expertise.</i></p> <p><i>Evidence (any of the following):</i></p> <ul style="list-style-type: none"> ● Copy of Certificates of Appreciation as a Resource Person ● Programme or Photos with narrative 	<p>Maximum of Fifteen (15) points</p> <table border="1"> <thead> <tr> <th colspan="2">RAFC</th> </tr> <tr> <th>Scope of Activity</th> <th>Points</th> </tr> </thead> <tbody> <tr> <td>International</td> <td>5</td> </tr> <tr> <td>National</td> <td>4</td> </tr> <tr> <td>Regional</td> <td>3</td> </tr> <tr> <td>Provincial</td> <td>2</td> </tr> <tr> <td>Municipal</td> <td>1</td> </tr> </tbody> </table> <table border="1"> <thead> <tr> <th colspan="2">PAFC/HUCAFC/ICCAFC</th> </tr> </thead> <tbody> <tr> <td>International and National</td> <td>7</td> </tr> <tr> <td>Regional</td> <td>5</td> </tr> <tr> <td>Provincial</td> <td>2</td> </tr> <tr> <td>Municipal</td> <td>1</td> </tr> </tbody> </table> <table border="1"> <thead> <tr> <th colspan="2">MAFC/CAFC</th> </tr> </thead> <tbody> <tr> <td>International, National, and Regional</td> <td>7</td> </tr> <tr> <td>Provincial</td> <td>5</td> </tr> <tr> <td>Municipal</td> <td>2</td> </tr> <tr> <td>Barangay./District</td> <td>1</td> </tr> </tbody> </table>	RAFC		Scope of Activity	Points	International	5	National	4	Regional	3	Provincial	2	Municipal	1	PAFC/HUCAFC/ICCAFC		International and National	7	Regional	5	Provincial	2	Municipal	1	MAFC/CAFC		International, National, and Regional	7	Provincial	5	Municipal	2	Barangay./District	1
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	Provincial	2																																	
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MAFC/CAFC																																			
International, National, and Regional	7																																		
Provincial	5																																		
Municipal	2																																		
Barangay./District	1																																		

<p>9. Other Individual Awards and Recognition Received</p> <p><i>Awards or recognitions for outstanding contributions to the community, innovative ideas, excellent performance, service contributions, or outstanding leadership qualities</i></p> <p><i>Evidence (any of the following):</i></p> <ul style="list-style-type: none"> ● Certificates ● Plaques ● Trophies ● Medals 	<p>Maximum of Five (5) points</p> <table border="1" data-bbox="794 264 1369 510"> <thead> <tr> <th>Awards/Recognition</th> <th>Points</th> </tr> </thead> <tbody> <tr> <td>Awardee</td> <td>5</td> </tr> <tr> <td>Nominee</td> <td>1</td> </tr> </tbody> </table>	Awards/Recognition	Points	Awardee	5	Nominee	1
Awards/Recognition	Points						
Awardee	5						
Nominee	1						

<p>10. Conduct of/participation in Community Service (other than AFC activities)</p> <p><i>Community service refers to voluntary work or activities undertaken within a community, utilizing one's time, skills, and resources</i></p> <p><i>Evidence (any of the following):</i></p> <ul style="list-style-type: none"> ● Documentation of Activities ● Highlights of Meeting ● Recognition or Certificate of Participation ● Photo with narrative 	<p>Maximum of Five (5) points</p> <table border="1" data-bbox="794 898 1369 1272"> <thead> <tr> <th colspan="2">RAFC and PAFC/HUCAFC/ICCAFC</th> </tr> <tr> <th>No. of Community Service Conducted</th> <th>Points</th> </tr> </thead> <tbody> <tr> <td>≥ 5</td> <td>5</td> </tr> <tr> <td>3-4</td> <td>3</td> </tr> <tr> <td>1-2</td> <td>1</td> </tr> </tbody> </table> <table border="1" data-bbox="794 1312 1369 1514"> <thead> <tr> <th colspan="2">MAFC/CAFC</th> </tr> <tr> <th>No. of Community Service Conducted</th> <th>Points</th> </tr> </thead> <tbody> <tr> <td>≥2</td> <td>5</td> </tr> <tr> <td>1</td> <td>3</td> </tr> </tbody> </table>	RAFC and PAFC/HUCAFC/ICCAFC		No. of Community Service Conducted	Points	≥ 5	5	3-4	3	1-2	1	MAFC/CAFC		No. of Community Service Conducted	Points	≥2	5	1	3
RAFC and PAFC/HUCAFC/ICCAFC																			
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3-4	3																		
1-2	1																		
MAFC/CAFC																			
No. of Community Service Conducted	Points																		
≥2	5																		
1	3																		

**CATEGORY:
OUTSTANDING RAFC EXECUTIVE OFFICER**

CRITERIA	POINT SYSTEM (Max of 100 points)																
<p>1. Fund sourcing from DA-RFO, LGU, and other sources to augment the AFC budget</p> <p><i>Evidence (any of the following):</i></p> <ul style="list-style-type: none"> ● Resolution ● Memorandum of Agreement ● Certificate of Fund Support ● Work and Financial Plan ● Activity Proposal ● Accomplishment Report 	<p>Maximum of Ten (10) points</p> <table border="1" style="width: 100%;"> <thead> <tr> <th style="text-align: center;">Fund Source</th> <th style="text-align: center;">Points</th> </tr> </thead> <tbody> <tr> <td>International or national fund sources outside DA</td> <td style="text-align: center;">10</td> </tr> <tr> <td>Local fund sources outside DA</td> <td style="text-align: center;">5</td> </tr> <tr> <td>DA fund source only</td> <td style="text-align: center;">2</td> </tr> </tbody> </table>	Fund Source	Points	International or national fund sources outside DA	10	Local fund sources outside DA	5	DA fund source only	2								
Fund Source	Points																
International or national fund sources outside DA	10																
Local fund sources outside DA	5																
DA fund source only	2																
<p>2. Adherence to the provisions in their duties & responsibilities based on the Guidelines on the Engagement of Consultative Bodies</p> <p><i>Evidence:</i></p> <ul style="list-style-type: none"> ● Any evidence that supports the accomplishment ● Highlights of Meeting 	<p>Maximum of Twenty-Five (25) points</p> <table border="1" style="width: 100%;"> <thead> <tr> <th style="text-align: center;">No. of Duties and Responsibilities Accomplished</th> <th style="text-align: center;">Points</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">≥ 7</td> <td style="text-align: center;">20</td> </tr> <tr> <td style="text-align: center;">6</td> <td style="text-align: center;">16</td> </tr> <tr> <td style="text-align: center;">5</td> <td style="text-align: center;">12</td> </tr> <tr> <td style="text-align: center;">4</td> <td style="text-align: center;">8</td> </tr> <tr> <td style="text-align: center;">≤ 3</td> <td style="text-align: center;">4</td> </tr> </tbody> </table> <table border="1" style="width: 100%;"> <thead> <tr> <th style="text-align: center;">Conduct of RAFC Meeting</th> <th style="text-align: center;">Points</th> </tr> </thead> <tbody> <tr> <td>100% Conducted as scheduled based on GoECB</td> <td style="text-align: center;">5</td> </tr> </tbody> </table>	No. of Duties and Responsibilities Accomplished	Points	≥ 7	20	6	16	5	12	4	8	≤ 3	4	Conduct of RAFC Meeting	Points	100% Conducted as scheduled based on GoECB	5
No. of Duties and Responsibilities Accomplished	Points																
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6	16																
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4	8																
≤ 3	4																
Conduct of RAFC Meeting	Points																
100% Conducted as scheduled based on GoECB	5																

<p>3. Compliance and adherence to Consultation and Monitoring Activities</p> <p><i>Evidence (any of the following):</i></p> <ul style="list-style-type: none"> ● <i>Highlights of Meeting</i> ● <i>Monitoring Report</i> ● <i>Participation to Activity Report</i> ● <i>Approved Work and Financial Plan</i> 	<p>Maximum of Twenty (20) points</p> <p><i>Activities conducted based on the WFPs as scheduled (Physical Accomplishments)</i></p> <table border="1" data-bbox="794 461 1372 945"> <thead> <tr> <th>No. of Consultations Conducted</th> <th>Points</th> </tr> </thead> <tbody> <tr> <td>≥ 6</td> <td>15</td> </tr> <tr> <td>5</td> <td>12</td> </tr> <tr> <td>4</td> <td>9</td> </tr> <tr> <td>3</td> <td>6</td> </tr> <tr> <td>≤ 2</td> <td>3</td> </tr> </tbody> </table> <table border="1" data-bbox="794 981 1372 1191"> <thead> <tr> <th>Monitoring Activities</th> <th>Points</th> </tr> </thead> <tbody> <tr> <td>Conducted of/participated</td> <td>5</td> </tr> </tbody> </table>	No. of Consultations Conducted	Points	≥ 6	15	5	12	4	9	3	6	≤ 2	3	Monitoring Activities	Points	Conducted of/participated	5
No. of Consultations Conducted	Points																
≥ 6	15																
5	12																
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Monitoring Activities	Points																
Conducted of/participated	5																

<p>4. Budget Utilization Rate (BUR) of funds from PCAF</p> <p><i>Evidence:</i></p> <ul style="list-style-type: none"> ● Certification from Regional Budget Officer 	<p>Maximum of Ten (10) points</p> <table border="1" data-bbox="794 1370 1372 1644"> <thead> <tr> <th>Obligation Rate</th> <th>Points</th> </tr> </thead> <tbody> <tr> <td>95-100%</td> <td>10</td> </tr> <tr> <td>75-74%</td> <td>7</td> </tr> <tr> <td>≤ 74%</td> <td>5</td> </tr> </tbody> </table>	Obligation Rate	Points	95-100%	10	75-74%	7	≤ 74%	5
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<p>5. Membership and Participation in Civic / Non-Government / People / Voluntary Organizations</p> <p><i>Evidence:</i></p> <ul style="list-style-type: none"> ● Certification of Membership ● Photos with narrative 	<p>Maximum of Ten (10) points</p> <table border="1" data-bbox="794 1823 1372 2002"> <thead> <tr> <th>Indicator</th> <th>Points</th> </tr> </thead> <tbody> <tr> <td>Membership and participation in</td> <td>10</td> </tr> </tbody> </table>	Indicator	Points	Membership and participation in	10
Indicator	Points				
Membership and participation in	10				

	Civic/Non-Government/People/Voluntary Organizations	
	Participation in Civic/Non-Government/People/Voluntary Organizations <i>(e.g.: rescue, calamity, recovery, rehabilitation, outreach programs)</i>	5

<p>6. Acted as Resource Person in Training, Congress, Fora. etc.</p> <p><i>Resource persons are invited to contribute their insights, provide information, answer questions, or offer guidance on topics within their expertise.</i></p> <p><i>Evidence (any of the following):</i></p> <ul style="list-style-type: none"> • Copy of Certificates of Appreciation as Resource Person • Programme or Photos with narrative 	Maximum of Fifteen (15) points												
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<p>7. Mainstreaming of AFC advocacies (except GESI-related advocacies)</p> <p><i>Mainstreaming AFC advocacies means promoting inclusive agriculture and fisheries development by ensuring local stakeholders' voices and priorities are heard. Through public gatherings and media exposure, AFCs engage diverse audiences and promote the AFC brand as a tool to influence decision-making at all levels.</i></p>	Maximum of Five (5) points												
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- Evidence (any of the following):*
- Documentation of activities (photos with caption)
 - Media Appearances (e.g. newspaper, radio, local TV)
 - Highlights of Meeting

8. Mainstreaming of GESI

- Evidence (any of the following):*
- *Highlights of Meeting*
 - *Agenda*
 - *Other Proof of Documentation (Photo with caption)*

Maximum of Five (5) points

No. of Consultations with GESI Agenda	Points
≥ 2	2
1	1

Other Activities Related to GESI	Points
≥ 1	3

**CATEGORY:
OUTSTANDING SECRETARIAT-COORDINATOR
RAFC, PAFC/HUCAFC/ICCAFC, AND MAFC/CAFC**

CRITERIA	POINT SYSTEM (Max of 100 points)																				
<p>1. Fund sourcing from DA-RFO, LGU, and other sources to augment the AFC budget</p> <p><i>Evidence (any of the following):</i></p> <ul style="list-style-type: none"> ● Resolution ● Memorandum of Agreement ● Certificate of Fund Support ● Work and Financial Plan ● Activity Proposal ● Accomplishment Report 	<p>Maximum of Fifteen (15) points</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2" style="text-align: center;">RAFC</th> </tr> <tr> <th style="text-align: center;">Fund Source</th> <th style="text-align: center;">Points</th> </tr> </thead> <tbody> <tr> <td>International or national fund sources outside DA</td> <td style="text-align: center;">10</td> </tr> <tr> <td>Local fund sources outside DA</td> <td style="text-align: center;">5</td> </tr> <tr> <td>DA fund source only</td> <td style="text-align: center;">2</td> </tr> </tbody> </table> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2" style="text-align: center;">PAFC/HUCAFC/ICCAFC and MAFC/CAFC</th> </tr> <tr> <th style="text-align: center;">Fund Source</th> <th style="text-align: center;">Points</th> </tr> </thead> <tbody> <tr> <td>International or national fund sources outside DA</td> <td style="text-align: center;">15</td> </tr> <tr> <td>DA RFO and its attached bureaus and agencies</td> <td style="text-align: center;">9</td> </tr> <tr> <td>Local fund sources</td> <td style="text-align: center;">3</td> </tr> </tbody> </table>	RAFC		Fund Source	Points	International or national fund sources outside DA	10	Local fund sources outside DA	5	DA fund source only	2	PAFC/HUCAFC/ICCAFC and MAFC/CAFC		Fund Source	Points	International or national fund sources outside DA	15	DA RFO and its attached bureaus and agencies	9	Local fund sources	3
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<p>2. Facilitation of the conduct of consultation activities (for RAFC and PAFC/HUCAFC/ICCAFC levels only)</p>	<p>Maximum of Fifteen (15) points</p>																				

Evidence:

- *Minutes/Highlights of meetings*

No. of meetings	Points
≥ 5	15
4	12
3	9
2	6
1	3

3. Policy Resolutions (for RAFC and PAFC/HUCAFC/ICCAFC levels) / Local Issues Identified (for MAFC/CAFC)

Evidence (any of the following):

- *Endorsement Documents with copy of Resolutions/Recommendations*
- *Matrix of Local Issues Resolved*

Maximum of Twenty (20) points

*RAFC and PAFC/HUCAFC/ICCAFC
(endorsed in 30 days)*

No. of Policy Resolutions	Points
≥ 5	20
4	16
3	12
2	8
1	4

MAFC/CAFC

Local Issues Identified	Points
≥ 5	20
4	16
3	12
2	8
1	4

<p>4. Adherence to the provisions in their duties & responsibilities based on the Guidelines on the Engagement of Consultative Bodies</p> <p><i>Evidence:</i></p> <ul style="list-style-type: none"> • Any evidence that supports accomplishment 	Maximum of Fifteen (15) points	
	No. of Duties and Responsibilities Accomplished	Points
	≥ 17	15
	15-16	12
	13-14	9
	11-12	6
	≤ 10	3

<p>5. Membership and Participation in Civic / Non-Government / People / Voluntary Organizations</p> <p><i>Evidence:</i></p> <ul style="list-style-type: none"> • Certification of Membership • Photos with narrative 	Maximum of Ten (10) points	
	Indicator	Points
	Membership and participation in Civic/Non-Government/People/Voluntary Organizations	10
Participation in Civic/Non-Government/People/Voluntary Organizations <i>(e.g.: rescue, calamity, recovery, rehabilitation, outreach programs)</i>	5	

<p>8. Acted as Resource Person in Training, Congress, Fora. etc.</p> <p><i>Resource persons are invited to contribute their insights, provide information, answer questions, or offer guidance on topics within their expertise.</i></p> <p><i>Evidence (any of the following):</i></p> <ul style="list-style-type: none"> ● Copy of Certificates of Appreciation as Resource Person ● Programme or Photos with narrative 	<p>Maximum of Fifteen (15) points</p> <table border="1" style="width: 100%; text-align: center;"> <thead> <tr> <th colspan="2">RAFC</th> </tr> <tr> <th>Scope of Activity</th> <th>Points</th> </tr> </thead> <tbody> <tr> <td>International</td> <td>5</td> </tr> <tr> <td>National</td> <td>4</td> </tr> <tr> <td>Regional</td> <td>3</td> </tr> <tr> <td>Provincial</td> <td>2</td> </tr> <tr> <td>Municipal</td> <td>1</td> </tr> </tbody> </table> <table border="1" style="width: 100%; text-align: center;"> <thead> <tr> <th colspan="2">PAFC/HUCAFC/ICCAFC</th> </tr> </thead> <tbody> <tr> <td>International and National</td> <td>7</td> </tr> <tr> <td>Regional</td> <td>5</td> </tr> <tr> <td>Provincial</td> <td>2</td> </tr> <tr> <td>Municipal</td> <td>1</td> </tr> </tbody> </table> <table border="1" style="width: 100%; text-align: center;"> <thead> <tr> <th colspan="2">MAFC/CAFC</th> </tr> </thead> <tbody> <tr> <td>International, National, and Regional</td> <td>7</td> </tr> <tr> <td>Provincial</td> <td>5</td> </tr> <tr> <td>Municipal</td> <td>2</td> </tr> <tr> <td>Barangay./District</td> <td>1</td> </tr> </tbody> </table>	RAFC		Scope of Activity	Points	International	5	National	4	Regional	3	Provincial	2	Municipal	1	PAFC/HUCAFC/ICCAFC		International and National	7	Regional	5	Provincial	2	Municipal	1	MAFC/CAFC		International, National, and Regional	7	Provincial	5	Municipal	2	Barangay./District	1
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	3	3
	2	2
	1	1

<p>8. Mainstreaming of GESI</p> <p><i>Evidence (any of the following):</i></p> <ul style="list-style-type: none"> ● <i>Highlights of Meeting</i> ● <i>Agenda</i> ● <i>Other Proof of Documentation (Photo with narrative)</i> 	Maximum of Five (5) points	
	No. of Consultations with GESI Agenda	Points
	≥ 2	2
	1	1
	Other Activities Related to GESI	Points
	≥ 1	3

NEXT LEVEL CRITERIA FOR SHORTLIST NOMINEES

CRITERIA	CATEGORIES
<p>1. Timeliness (submission of documents on or before the set deadline and conduct of consultation and monitoring activities as scheduled)</p> <p><i>Means of verification:</i></p> <ul style="list-style-type: none"> ● <i>Minutes/Highlights of meetings</i> ● <i>Resolutions</i> ● <i>Monitoring Reports (30 working days after the conduct of the activity)</i> ● <i>Revalidation Report (REO)</i> 	<p>a. Outstanding AFC Council b. Outstanding AFC Sectoral Committee c. Outstanding AFC Chairpersons d. Outstanding RAFC Executive Officer e. Outstanding Secretariat-Coordinators</p>
<p>2. Implementation of Policy Resolutions Adopted</p> <p><i>Means of verification:</i></p> <ul style="list-style-type: none"> ● <i>Ordinances</i> ● <i>Executive Orders</i> ● <i>Provincial/Municipal Resolutions</i> ● <i>Special Order with Accomplishment Report</i> ● <i>Guidelines</i> 	<p>a. Outstanding AFC b. Outstanding AFC Sectoral Committee c. Outstanding AFC Chairpersons d. Outstanding RAFC Executive Officer e. Outstanding Secretariat-Coordinators</p>
<p>3. Impact and Results of Adopted Policies</p> <p><i>Means of verification:</i></p> <ul style="list-style-type: none"> ● <i>Narrative Report</i> ● <i>Articles</i> ● <i>Any documents that support the criteria</i> 	<p>a. Outstanding AFC Council b. Outstanding AFC Sectoral Committee c. Outstanding AFC Chairpersons d. Outstanding RAFC Executive Officer e. Outstanding Secretariat-Coordinators</p>
<p>4. Stakeholder/Community Engagement (impact/result of the forged partnership agreement)</p> <p><i>Means of verification:</i></p> <ul style="list-style-type: none"> ● <i>Documentation (i.e. terminal reports, progress reports,</i> 	<p>a. Outstanding AFC b. Outstanding AFC Chairpersons c. Outstanding Secretariat-Coordinators</p>

<p><i>photo/video documentation or any evidence that supports the impact</i></p>	
<p>5. Recognition and Awards outside AFC</p> <p><i>Means of verification:</i></p> <ul style="list-style-type: none"> ● <i>Certificates</i> ● <i>Medals</i> ● <i>Plaques</i> 	<ul style="list-style-type: none"> a. Outstanding AFC Council b. Outstanding AFC Sectoral Committee c. Outstanding AFC Chairpersons d. Outstanding RAFC Executive Officer e. Outstanding Secretariat-Coordinators
<p>6. Sustainability of the implemented policy/project</p> <p><i>Means of verification:</i></p> <ul style="list-style-type: none"> ● <i>Documents that support the criteria</i> 	<ul style="list-style-type: none"> a. Outstanding AFC Council b. Outstanding AFC Sectoral Committee c. Outstanding AFC Chairpersons d. Outstanding RAFC Executive Officer e. Outstanding Secretariat-Coordinators
<p>7. Organization/Reactivation of AFCs</p>	<ul style="list-style-type: none"> a. Outstanding AFC b. Outstanding AFC Chairpersons
<p>8. Systematic and organized maintenance of records and data recording (Coordinator)</p> <p>proof: any documents that support the criteria</p> <p><i>Means of verification:</i></p> <ul style="list-style-type: none"> ● <i>Filed VMS Forms</i> ● <i>Filed Meeting Outputs</i> ● <i>Filed Highlights of Meeting with Attendance Sheet</i> 	<ul style="list-style-type: none"> a. Outstanding Secretariat-Coordinators
<p>9. Ethical Conduct and Integrity</p>	<ul style="list-style-type: none"> a. Outstanding AFC Council b. Outstanding AFC Sectoral Committee c. Outstanding AFC Chairpersons d. Outstanding RAFC Executive Officer e. Outstanding Secretariat-Coordinators
<p>10. 100% Disbursement of Prior Year's End Release (for REO)</p>	<ul style="list-style-type: none"> a. Outstanding RAFC Executive Officer