



GAWAD NG PANGULO

GUIDELINES FOR THE 2024 PRESIDENTIAL AWARDS FOR FILIPINO INDIVIDUALS AND ORGANIZATIONS OVERSEAS

As of December 2023



Office of the President of the Philippines
COMMISSION ON FILIPINOS OVERSEAS

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GUIDELINES FOR THE 2024 PRESIDENTIAL AWARDS FOR FILIPINO INDIVIDUALS AND ORGANIZATIONS OVERSEAS

1. DESCRIPTION OF THE AWARDS

The Presidential Awards for Filipino Individuals and Organizations Overseas (PAFIOO) was created through Executive Order No. 498, signed by former President Corazon C. Aquino on 19 December 1991. This award system serves as a continuing manifestation of the government's recognition of the immense contributions of overseas Filipinos and other individuals and organizations in the national development efforts and the promotion of the interests of the Filipino diaspora/overseas Filipino community, or exemplary achievements in their profession or field of work.

From 1991 to 2022, the PAFIOO has already been conferred by six (6) Presidents of the Republic of the Philippines to a total of 541 individuals and organizations based in 55 countries and territories.

2. AWARD CATEGORIES

The PAFIOO has four (4) award categories:

	<p>2.1. Lingkod sa Kapwa Pilipino (LINKAPIL) Award</p> <p><i>Lingkod sa Kapwa Pilipino</i>, which translates to "service to fellow Filipinos," speaks of overseas Filipinos' enduring sense of <i>Bayanihan</i> even when they have found new homes in other countries.</p> <p>This award is conferred on overseas Filipino individuals or organizations for their significant contributions to the development of a particular sector/local community in the Philippines.</p>
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	<p>2.2. Banaag Award</p> <p><i>Banaag</i>, which translates to “glimmer or ray of light,” speaks of the leadership role, compassion, and service of overseas Filipinos towards promoting the welfare and interest of their fellow Filipinos abroad.</p> <p>This award is conferred on overseas Filipino individuals or organizations for their significant contributions in the host country that have benefited and advanced the cause and interest of the Filipino diaspora/overseas Filipino community.</p>
	<p>2.3. Pamana ng Pilipino Award</p> <p><i>Pamana</i>, which translates to “legacy and heritage,” speaks of the honor that overseas Filipinos bequeath to the homeland through their outstanding recognition, expertise, skills, and talent.</p> <p>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.</p>
	<p>2.4. Kaanib ng Bayan Award</p> <p><i>Kaanib</i>, or in other Filipino terms – <i>kasapi</i> or <i>kasama</i>, means “an ally or affiliate.” Loosely translated, it can mean “one of us.” In the Filipino consciousness, conferment of such status means treating one as a family member. It is also the country’s gesture of appreciation and honoring</p>

	<p>foreign citizens or groups who assisted the Philippines and its people.</p> <p>This award is conferred only for foreign individuals (natural-born) or foreign organizations for their significant contributions to Philippine development or a particular sector/local community in the country and for advancing the cause of the Filipino diaspora/overseas Filipino community.</p>
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3. ELIGIBILITY

The award is open to overseas Filipino individuals, groups, associations, clubs, federations, and communities, as well as foreign (natural-born) individuals and organizations.

- 3.1. Filipinos permanently or temporarily residing or working overseas may be nominated.
- 3.2. For purposes of the Awards, overseas Filipinos refer to:
 - a) Filipino migrant workers, whether sea-based or land-based;
 - b) Filipinos who are permanent residents abroad;
 - c) Descendants of Filipinos overseas;
 - d) Filipinos who have become naturalized citizens of other countries;
 - e) Filipinos with dual citizenship; and
 - f) Filipino spouses and other partners of foreign nationals who are based abroad.
- 3.3. Only foreign individuals and organizations based either in the Philippines or overseas may be nominated for the Kaanib ng Bayan Award category.
- 3.4. For purposes of the PAFIOO, a foreign individual is herein defined as a person who is not a natural-born Filipino and not a national of the Philippines.

- 3.5. A foreign organization is defined as a foreign institution, organization, foundation, society, other juristic persons, or groups of persons managed and operated by foreigners and registered in their home country.
- 3.6. Former Filipinos who have been naturalized and Filipino dual citizens are not eligible for the Kaanib ng Bayan Award category. However, they can be nominated in the other three award categories.
- 3.7. There is no prescribed age for an individual to be nominated for the awards.
- 3.8. An organization must be operating in good standing for a minimum of five (5) years to be considered for the PAFIOO, otherwise, it will be automatically disqualified. This is to ascertain its consistency and dedication to its mission and goals.
- 3.9. Both individual and organization nominees should have accomplished at least five (5) years of work or contribution in the field to which they are nominated.
- 3.10. Previous nominees who are not recipients of the PAFIOO may be re-nominated under the same or other award categories. Nominees from the previous years who are re-nominated for the current year will be evaluated equally with the other nominees. They must provide recent accomplishments and contributions other than those cited in their previous nominations.
- 3.11. In cases where the individual and the organization where they belong are both nominated to the same award category, **the primacy of the organization will be upheld** unless the accomplishments and contributions cited by the individual nominee are distinct from the organization. However, both may be nominated to different award categories at the same time.
- 3.12. Officers of organizations already conferred with the PAFIOO, or vice versa may be nominated, provided that the accomplishments and

contributions cited are proven separate or distinct from that individual or organization already awarded.

- 3.13. Individuals who are members of the religious sector may be nominated. Contributions that helped advance the cause of the religious sector where they belong and assistance made for the vulnerable or marginalized communities as part of their religious duties and responsibilities will be considered.
- 3.14. Former overseas Filipinos already based in the Philippines may be nominated, provided that there is a continuity in their services towards the Philippines or the Filipino diaspora/overseas Filipino community or consistent outstanding performance in their profession or field of work. The overseas Filipino returnee must have returned and only resided in the Philippines for not more than three (3) years to be eligible for nomination.
- 3.15. Overseas Filipinos and foreign individuals employed by the host government or the Philippine government (i.e. local hire of Philippine Service Posts) 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. The nomination will be considered if the accomplishments and contributions cited are over and beyond their official functions and duties.
- 3.16. Previous recipients of the PAFIOO may be nominated but must be under a different award category and different Presidential Administration. Accomplishments and contributions cited as bases for their nominations must be distinct and entirely separate from those that were cited in their previous awards. As an example, a 2014 Banaag awardee of the PAFIOO who will be nominated for a different award category, such as Lingkod sa Kapwa Pilipino Award or Pamana ng Pilipino Award, of the 2024 awards cycle must only include accomplishments and contributions from 2015 onwards.
- 3.17. Individual and organization nominees with derogatory records such as, but not limited to, a conviction for crimes involving moral turpitude or

pendency of cases or complaints involving moral traits that would reflect adversely on their character are not eligible for nomination. Please see **Section 6** for further guidelines.

4. QUALIFICATIONS AND BASES FOR THE AWARDS

The PAFIOO is conferred on those individuals and organizations whose past and current accomplishments and contributions possess the following attributes:

4.1. PAFIOO Category: Lingkod sa Kapwa Pilipino (LINKAPIL) Award

- Outstanding service and contributions to addressing the needs and concerns of the Filipino people or nation as a whole;
- Success and impact of the contributions, which could be in the form of personal or professional service, financial or material assistance, technology transfer, and valuable information;
- 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 to pursuing activities to contribute to progress and development in the Philippines.

4.2. PAFIOO Category: Banaag Award

- Outstanding service and contributions benefitting a sector of the Filipino diaspora or advancing the cause and interest of overseas Filipino communities;

- Success and impact of the contributions, which could be in the form of personal or professional service, financial or material assistance, technology transfer, and valuable information;
- Resourcefulness and initiative in tapping various sources to support development undertakings to promote the interests of the overseas Filipino community;
- 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 to pursuing activities to contribute to the betterment of the overseas Filipino community.

4.3. PAFIOO Category: Pamana ng Pilipino Award

- Consistent outstanding performance in the profession or field of work;
- Research, new technology, innovation, and pioneering activities in the profession or field of work;
- The extent of the impact of achievements and contributions on society and in promoting Filipino talent and profession;
- Social consciousness in terms of manifesting strong community spirit and spearheading or actively engaging in projects and other activities for the common good; and

4.4. PAFIOO Category: Kaanib ng Bayan Award

(Solely for foreign individuals and organizations only)

- Outstanding service and contributions that benefitted a particular sector or community in the Philippines or overseas Filipino community;

- Success and impact of the contributions, which could be in the form of personal or professional service, financial or material assistance, technology transfer, or valuable information;
- Resourcefulness and initiative in tapping various sources to support development undertakings;
- 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 PROCESS

- 5.1. The call for nominations for the 2024 PAFIOO will commence on **18 December 2023**. Official advisories will be sent to all embassies and consulates of the Philippines abroad, national government agencies, regional and local government agencies, and posted on the PAFIOO website <http://presidentialawards.cfo.gov.ph/> and Facebook Page www.facebook.com/gawadpangulo.
- 5.2. Any individual, whether Filipino or foreigner, may submit nominations for the awards by mail/courier to the Embassy of the Philippines or the Philippine Consulate General (**collectively termed as Philippine Foreign Service Posts**), which has consular jurisdiction over the place of residence, work, or operations of the individual or organization nominee. Such individuals or groups 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, whether in the Philippines or abroad;
 - d. International and multilateral organizations; or
 - e. Foreign governments.
- 5.3. Self-nomination shall also be considered.

- 5.4. Individuals may be jointly nominated in one award category due to collaborative accomplishments and contributions.
- 5.5. An individual or organization may be nominated to any of the award categories provided that they meet the eligibility requirements as enumerated in **Section 3** and criteria set in **Section 4** of these guidelines.
- 5.6. An individual or organization cannot be nominated in multiple award categories.
- 5.7. The Awards Secretariat and the Awards Committees reserve the right to change the category in which the individual or organization was initially nominated as may be deemed appropriate.
- 5.8. Only the prescribed PAFIOO Nomination Forms for individual and organization nominees must be used. The prescribed nomination forms can be downloaded from the PAFIOO website: <https://presidentialawards.cfo.gov.ph/index.php/forms-and-guide/>.

5.9. Requirements for Nomination

5.9.1. For Individual Nominee

1. **Nomination Form** – download from this link: <https://presidentialawards.cfo.gov.ph/index.php/forms-and-guide/>.
2. **Photo** – formal close-up or portrait shot in high-resolution JPEG or PNG format and must not exceed 5 MB.
3. **Introductory Video About the Nominee** - maximum of 3 minutes and must not exceed 500 MB.
4. **Supporting Documents for Educational Attainment** – Examples: copies of postgraduate studies, diplomas, other certificates, etc.
5. **Supporting Documents for Work/Professional History** – Example: copy of certificate of employment
6. **Supporting Documents for Accomplishments and Contributions Made** – Examples: copies of certificates of recognition/commendation, letters of acknowledgment from the beneficiary, receipts, photos, videos, reports, news articles, etc.

- 7. Copy of Certificates and Awards Received** – Note: Do not send original copy.
- 8. Testimonials** – from at least three (3) competent persons or beneficiaries.
- 9. Additional Documentation** (if applicable)
- 10. Board Resolution** (if applicable) – specifically, for individual nominees who are members or officers of an organization certifying that accomplishments and contributions cited in the nomination were made through their individual capacity and not of the organization where they belong.
- 11. Endorsement Form** – to be accomplished only by the Embassy of the Philippines or Philippine Consulate General that has consular jurisdiction over the place of residence, work, or operations of the nominee.
- 12. Certificate of No Derogatory Records** – to be issued only by the Embassy of the Philippines or Philippine Consulate General.
- 13. USB Flash Drive** - to contain soft copies of the above requirements.
Note: Email and cloud storage submissions will not be accepted.

5.9.2. For Organization Nominee

- 1. Nomination Form** – download from this link: <https://presidentialawards.cfo.gov.ph/index.php/forms-and-guide/>.
- 2. Photos** – in high-resolution JPEG or PNG format and must not exceed 5 MB
 - a. Organization logo
 - b. Group photo of officers and/or members
- 3. Introductory Video About the Nominee** - maximum of 3 minutes and must not exceed 500 MB.
- 4. Constitution and By-laws of the Organization**
- 5. Supporting Documents for Accomplishments and Contributions Made** – Examples: copies of certificates of recognition/commendation, letters of acknowledgment from the beneficiary, receipts, photos, videos, reports, news articles, etc.
- 6. Copy of Certificates and Awards Received** – Note: Do not send original copy.
- 7. Testimonials** – from at least three (3) competent persons or beneficiaries.
- 8. Additional Documentation** (if applicable)
- 9. Board Resolution** – for organization nominees certifying that they are applying for the Awards.

- 10. Endorsement Form** – to be accomplished only by the Embassy of the Philippines or Philippine Consulate General that has consular jurisdiction over the place of residence, work, or operations of the nominee.
- 11. Certificate of No Derogatory Records** – to be issued only by the Philippine Embassy or Consulate General Embassy or Consulate General
- 12. USB Flash Drive** - to contain soft copies of the above requirements.
Note: Email and cloud storage submissions will not be accepted.

A summary matrix of all the requirements for nomination can be found in Annex 1.

- 5.10. The Step-by-Step Guides for Completing the Nomination Forms for individual and organization nominees are available at <https://presidentialawards.cfo.gov.ph/index.php/forms-and-guide/>.
- 5.11. **Misrepresentation or falsification of information** stated in the nomination form or any 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 soft and hard copies. Soft copies of documents and other relevant media files, such as video, music, photos, etc. submitted, must be contained only in a USB flash drive. Google Drive or any similar cloud storage shall not be accepted in view of PAFIOO's network security policy.
- 5.13. Nominations received by the Awards Secretariat, including attachments, materials, and other supporting documents, will be treated with utmost confidentiality. However, they shall become the Commission on Filipinos Overseas (CFO) property and **will not be returned to the nominee or nominating party. Please do not submit original documents that are of value, whether commercial or personal.**
- 5.14. The Awards Secretariat collects and stores various data and personal information. 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. Individual and organization nominees with derogatory records such as, but not limited to, a conviction for crimes involving moral turpitude or pendency of cases or complaints involving moral traits that would reflect adversely on their character are not eligible for nomination.
- 6.2. If the nominee does not disclose anything relevant to **Section 6.1.**, 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 PAFIOO awards cycle.
- 6.3. Any publication, intellectual creation, or other works attributed to the nominee that has become a relevant consideration for the PAFIOO are considered original creations as declared in the nomination form; if any stated works are done through a group, due credit should be given.
- 6.4. Submission of such information means that the nominee certifies that there are no adverse claims regarding intellectual property infringement or intellectual dishonesty against the individual or organization, whether judicially or administratively. If information to the contrary should be discovered, said individual or organization shall be automatically disqualified and perpetually barred from succeeding PAFIOO awards cycle.

7. SUBMISSION OF NOMINATIONS

- 7.1. The duly accomplished nomination form, additional sheets (if any), and other supporting documents must be first submitted to the Embassy of the Philippines or the Philippine Consulate General, which has consular jurisdiction over the place of residence, work, or operations of the nominee for initial review and endorsement.
- 7.2. In the absence of a Philippine Foreign Service Post in the country of residence of the nominee, kindly check <https://dfa.gov.ph/about/dfa-directory/our-foreign-service-posts-dfa> for the embassy or consulate, which has consular jurisdiction over the nominee's country of residence, work, or operation.
- 7.3. Nominations must have endorsement from the concerned Embassy of the Philippines or Philippine Consulate General. An Endorsement Form signed by the Chief of Mission or designated embassy or consulate official must be secured. An electronic copy of the PAFIOO Endorsement Form can be downloaded at <https://presidentialawards.cfo.gov.ph/index.php/forms-and-guide/>.
- 7.4. The Embassy of the Philippines or Philippine Consulate General may submit the nomination package (complete with signed endorsement) on behalf of the nominating party and nominee to the PAFIOO Secretariat through:

**PAFIOO SECRETARIAT
c/o: Policy, Planning, and Research Division
Commission on Filipinos Overseas**

21st Floor, The Upper Class Tower, Quezon Avenue corner Scout Reyes Street, Diliman, Quezon City, 1103 Metro Manila, Philippines

- 7.5. The nominating party or nominee may also directly submit the nomination package to the Awards Secretariat, provided the signed endorsement form from the concerned Embassy of the Philippines or Philippine Consulate General is included.
- 7.6. Nominations that are sent through the Philippine Permanent Missions, Philippine Honorary Consuls, and Philippine Service Attachés (i.e., DMW, DOT, DND/PNP, DTI, DA, etc.) must still be coursed through the nearest Philippine Foreign Service Post for appropriate endorsement by the Chief of Mission or designated embassy or consulate official.
- 7.7. Nominations submitted to the Awards Secretariat without endorsements will be referred to the concerned Embassy of the Philippines or the Philippine Consulate General for review and endorsement. They will not be considered as an initial submission to the Secretariat. **Unendorsed nominations shall be automatically disqualified.**
- 7.8. The following are exempted from securing a signed endorsement form from the Embassy of the Philippines or the Philippine Consulate General:
 - a. Eligible overseas Filipino returnees;
 - b. Foreign (natural-born) individuals and organizations residing/operating in the Philippines; and
 - c. Sea-based nominees.
- 7.9. The Awards Secretariat must receive the original copies of the nomination package, including the duly completed nomination form, supporting documents, and signed endorsement form from the Embassy of the Philippines or Philippine Consulate General by **30 May 2024 (Philippine time)**. The Philippine Foreign Service Posts may set an earlier deadline for those nominees under their jurisdiction to give enough time for the nomination's review, endorsement, and transmittal.
- 7.10. Depending on the volume of nominations received, the Awards Secretariat may extend the deadline for submission of the nominations

for the PAFIOO. Official advisories regarding the extension of the nomination period will be issued by the Secretariat accordingly.

- 7.11. An incomplete nomination package submitted to the Awards Secretariat will not be considered an initial submission and may cause the nominee's disqualification.
- 7.12. Nominations received beyond the deadline of **30 May 2024 (Philippine time)** will not be accepted and be disqualified unless otherwise extended.
- 7.13. Nomination packages that 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 the Embassy of the Philippines or Philippine Consulate General about the late arrival of the original documents.
- 7.14. The Awards Secretariat, through an official letter sent via email, will acknowledge receipt of the nomination and verify compliance with the nomination package received.
- 7.15. Nominees and nominating parties may be contacted directly by the Awards Secretariat through email for any clarification and additional supporting documents and information needed.
- 7.16. For transparency, the list of qualified nominees shall be posted on the PAFIOO website: www.presidentialawards.cfo.gov.ph and Facebook page: www.facebook.com/gawadpangulo.

8. SELECTION PROCESS

8.1. Stages of Selection

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

8.1.1. STAGE 1 – Awards Committee Established at Philippine Foreign Service Post

- 8.1.1.1. The Embassy of the Philippines or the Philippine Consulate General shall establish an Awards Committee composed of the Ambassador/Consul General or their designated representative, embassy/consulate officials, and a member of the overseas Filipino community to screen and endorse the nominations to the Awards Secretariat.
- 8.1.1.2. Upon the discretion of the Philippine Ambassador or Consul General, the membership and composition of the Awards Committee under the Post may be revised and expanded to a maximum of six (6) members only.
- 8.1.1.3. The primary tasks of the Awards Committee within the Post is to initially screen the nominations under its jurisdiction and endorse the nominations to the Awards Secretariat.

8.1.2. STAGE 2 – Awards Secretariat

- 8.1.2.1. The Commission on Filipinos Overseas (CFO), which serves as the Awards Secretariat, shall acknowledge and review all endorsed nominations from the Philippine Foreign Service Posts, verify their compliance with all the requirements and criteria of the awards, request additional supporting documents (if needed), and prepare the summary profiles of the nominees for deliberation.
- 8.1.2.2. All unendorsed nominations received by the Secretariat shall be reverted to the concerned Embassy of the Philippines or Philippine Consulate General for proper disposition.

8.1.3. STAGE 3 – Awards Technical Committee

8.1.3.1. The Technical Committee shall evaluate all nominations according to their merits and prepare an initial shortlist of nominees.

8.1.3.2. The Committee shall be composed of the following:

- Commission on Filipinos Overseas (CFO) – as Chair of the Technical Committee
- Department of Foreign Affairs (DFA)
- Department of Migrant Workers (DMW)
- Department of Science and Technology (DOST)
- Department of Health (DOH)
- National Commission for Culture and the Arts (NCCA)
- Academe (with specialization in migrant studies or overseas Filipinos)
- Civil society organization whose advocacy is migrant welfare

8.1.3.3. Depending on the nature of the nominations received, the Awards Technical Committee composition may be expanded to include other government agencies concerned.

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

For nominees of the LINKAPIL, Banaag, 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	30%

Effects of the contribution to growth, progress, or reconstruction of the Philippines in general, or a sector in particular, or the Filipino community overseas	
3. Dedication, Commitment, and Social Relevance The extent of involvement, dedication, and commitment in providing assistance and contribution to support activities in the Philippines and the overseas Filipino community	20%
4. Resourcefulness and Initiative Resourcefulness and initiative in tapping various resources to support activities in the Philippines and the overseas Filipino community. The nominee has displayed the ability to tap various sources for assistance and acted on their 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 Awards and recognition received and consistent outstanding performance in a particular field of endeavor, work, or profession	30%
2. Impact of Achievement Effects brought about by the nominee's achievements in a particular field of work or profession	30%
3. Excellence and Distinction Research, new technology, innovation, and pioneering activities in the profession or field of work;	20%

4. Dedication, Commitment and Social Relevance The extent of involvement, dedication, and commitment in providing assistance and contribution to support activities in the Philippines and the overseas Filipino community	20%
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8.1.3.5. The minimum rating for a nominee to be included in the shortlist for further evaluation by the Executive Committee is 85 %.

8.1.4. STAGE 4 – Awards Executive Committee

8.1.4.1. The Executive Committee shall further evaluate the shortlisted nominees determined by the Technical Committee, endorse the final shortlist to the Office of the President, and make additional recommendations, if necessary.

8.1.4.2. 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)
- Office of the President – through the Office of the Executive Secretary
- Religious sector representative
- Private/business sector representative
- Media representative

8.1.4.3. The Executive Committee shall vote Yes or No to each nominee using the prescribed evaluation form, which they will sign and be collected by the Awards Secretariat during the committee deliberation.

- 8.1.4.4. Five (5) Yes votes are required for a nominee to be included in the final shortlist for endorsement to the Office of the President.
- 8.1.4.5. The final shortlisted nominees will be endorsed by the Executive Committee through a signed memorandum addressed to the Office of the President. All relevant nomination documents and materials on the shortlisted nominees will be also submitted to the Office of the President for additional reference.

8.1.5. STAGE 5 – Office of the President

The Office of the President shall review and approve the final list of recipients of the PAFIOO. The approved list shall be transmitted to the Awards Secretariat through a memorandum issued by the Office of the Executive Secretary on behalf of the President.

8.2. Results of the Selection Process

- 8.2.1. Decisions of the Awards Technical and Executive Committees in all matters relating to the deliberations are final, and conclusive and cannot be amended after the meetings have concluded.
- 8.2.2. 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.
- 8.2.3. The Awards Secretariat shall inform the concerned Philippine Foreign Service Posts through an official letter sent via email of the nominees not included in the shortlist.
- 8.2.4. The Awards Secretariat shall likewise inform the concerned Philippine Foreign Service Posts through official letters on the shortlisted nominees under their jurisdiction. The Philippine

Foreign Service Posts are requested to keep the information confidential from the concerned nominee and nominating party while the process of final review and approval by the Office of the President is still ongoing.

- 8.2.5. Final awardees and the concerned Philippine Foreign Service Posts will be notified through official letters once approval from the Office of the President is obtained.

9. CONFERMENT OF THE AWARDS

- 9.1. The PAFIOO 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 December 2024 at the Malacañang Palace. The exact date and venue of the conferment ceremony shall depend on the availability of the President of the Philippines and coordination with the Office of the President.
- 9.2. The PAFIOO may also be conferred under the authority of the President, by the Executive Secretary, or by the Chairperson of the Commission on Filipinos Overseas, as stated under Section 2 of E.O. No. 498, s. 1991.
- 9.3. The awards may be given posthumously to any individual entitled thereto, which shall be received by their legal heirs or nearest kin.

10. INCENTIVES

- 10.1. Awardees shall receive the Gawad ng Pangulo full-sized medallion and chest medal from the President during the conferment ceremony.
- 10.2. Awardees shall also receive a Plaque of Excellence and Gawad ng Pangulo pin from the CFO Chairperson during the pre-awards testimonial activity to be organized by the CFO.

- 10.3. Non-winning nominees will receive through email an e-Certificate of Appreciation signed by the CFO Chairperson.
- 10.4. No financial remuneration will be given to recipients of the PAFIOO.
- 10.5. Participating Philippine Foreign Service Posts who actively participated in the PAFIOO and had the most nominations selected as among the Awardees will be recognized with a Certificate of Commendation. All other Posts that submit entries will also be given a Certificate of Appreciation.

11. CONTACT INFORMATION OF THE AWARDS SECRETARIAT

For further information and questions, you may contact the:

**PAFIOO SECRETARIAT
c/o: Policy, Planning, and Research Division
Commission on Filipinos Overseas**

**21st Floor The Upper Class Tower, Quezon Avenue corner Scout Reyes Street,
Diliman Quezon City, 1103 Metro Manila, Philippines**

Email: pafioo@cfo.gov.ph (preferred means of communication)

Tel. Nos.: 8552-4760 to 768

Website: www.presidentialawards.cfo.gov.ph

Facebook: <http://www.facebook.com/gawadpangulo>

12. RELEVANT ANNEXES

- Annex 1. Summary List of Requirements for the 2024 PAFIOO Nomination**
- Annex 2.** **A. Step-by-Step Guide for Completing the Nomination Form – For Individual Nominee**
- B. Step-by-Step Guide for Completing the Nomination Form – Organization Nominee**
- Annex 3.** **A. Nomination Form – For Individual Nominee**
- B. Nomination Form – For Organization Nominee**
- Annex 4.** **Endorsement Form** (*to be accomplished only by the Embassy of the Philippines or Philippine Consulate General, which has jurisdiction over the place of residence, work, or operation of the nominee*)
- Annex 5.** **Certificate of No Derogatory Records** (*to be issued by the Embassy of the Philippines or Philippine Consulate General*)
- Annex 6. Board Resolution**
- For Individual nominees who are members or officers of an organization certifying that the accomplishments and contributions cited in the nomination were made through the individual capacity of the nominee and not the organization;
- For Organization nominees certifying that they are applying for the PAFIOO.
- Annex 7. Timeline of Activities of the 2024 PAFIOO**