OFFICE OF THE EXECUTIVE DIRECTOR

January 14, 2025

Administrative Order No. 019-A
Series of 2025

TO: PCAARRD Directorate and Staff

FROM: **REYNALDO V. EBORA**
Executive Director

SUBJECT: **Revised Guidelines for the S&T Innovation in Agri-Aqua (SINAG) Award**

The SINAG Award is a biennial event aimed to recognize the effort of an individual, group of individuals, or organization/s instrumental in the successful commercialization of a component technology or package of technologies. Attached for your reference is the Revised Guidelines, which was presented and approved by the Director's Council and Governing Council during its meetings on December 3, 2024, and December 5, 2024, respectively.

Relative hereto, everyone is requested to disseminate and promote this initiative to our partners and stakeholders. The call for nomination period will be from January 2 to March 30, 2025. Further announcements will be posted via the DOST-PCAARRD website and official Facebook Page.

Thank you for your usual support and cooperation.

PCAARRD Administrative Order No. _____
Series of 2024

Subject: GUIDELINES FOR THE IMPLEMENTATION OF THE SINAG: S&T INNOVATIONS IN AGRI-AQUA AWARD

I. PURPOSE

The SINAG Award aims to recognize the effort of an individual, group of individuals, or organization instrumental in successfully adopting and commercializing a component technology or package of technologies.

Technology commercialization refers to the technology transfer pathway of deriving income or profit from technology, such as through the creation of a spin-off company, licensing, or the sale of the technology and/or IPRs (amended IRR of RA10055 and QMSP-TTPD-08-01) in the agriculture, aquatic, and natural resources (AANR) sectors. SINAG Award will recognize three entities involved in the commercialization of a technology such as the **innovator**, commercialization **facilitator or enabler** of a technology, and the **adopter/entity** that successfully commercialized a technology. Hence, the award will have three categories, which are as follows:

1. **Innovator.** *This category aims to recognize the **merit of the technology** being commercialized. The award will be given jointly to the original technology owner and the inventor/author.*

   The original owner of the technology refers to the Research and Development Institutions (RDIs) or State Universities and Colleges (SUCs) that implemented the research activity that generated a given technology. As stipulated in the Amended IRR of RA10055, "the ownership of IP and IPRs derived and generated from research funded by the Government Funding Agency (GFA) whether such funding is in whole or in part, shall, in general, be vested in the RDI/SUC that actually performed the research...." On the other hand, the inventor/author refers to the natural person (project leader/project team) who has created the works. The technology's owner and inventor/author will have one/shared award but separate cash awards at a 60:40 ratio.

   For example, if a state university-owned technology wins the SINAG Award in the Innovator Category, the award will be presented to the university as the owner, as well as to the inventor(s).

2. **Facilitator/Enabler.** *This category aims to recognize the **contribution of the facilitators/enablers** based on the merits of how the technology/ies was moved from research up to the commercialization stage.*

   The SINAG Award – Facilitator/Enabler Category will be given to the Intellectual Property and Technology Business Management (IPTBM), Technology Transfer Office (TTO) or similar entity/ies, and Technology Business Incubators (TBIs) or any group facilitating/enabling commercialization of technologies (not limited to PCAARRD/DOST-assisted). Enabler or Start-up Enabler refers to any person or entity in the Philippines that provides goods, services, or capital identified to be critical in supporting the operation and growth of start-ups. Start-up enablers shall include start-up accelerators, incubators, co-working spaces, investors, funders, event or meet-up organizers catered

to start-ups, and other support organizations (IRR of RA113377 or the Innovative Start-up Act).

For example, an institution's TBI or TTO may be awarded for the successful facilitation of the commercialization of a technology/ies.

3. **Adopter.** *This category aims to recognize the **entity** that successfully commercialized a technology.*

   The SINAG Award – Adopter Category will be given to a public or private entity, startup, or spinoff that commercialized a licensed technology and has secured a stable operation and market of products produced using the technology.

   For example, the inventor of a technology and also the licensee of the owner institution as a spinoff company may receive the award for the successful commercialization of the said technology.

II. SCOPE/COVERAGE

The PCAARRD guidelines for the SINAG Awards cover the composition of the selection committee and Secretariat, nomination, selection, and conferment processes, and awards and prizes.

III. DEFINITION OF TERMS

Intellectual Property (IP) – term used to describe intangible assets resulting from the creative work of an individual or organization. IP also refers to creations of the mind, such as inventions, literary and artistic works, and symbols, names, images, and designs used in commerce. IP can also refer to future tangible and/or intangible assets that may be recognized as intellectual property.

Technology commercialization – the process of deriving income or profit from technology, such as, but not limited to, the operation of a spin-off company or business establishment from a licensed or sale of technology and/or IPRs.

Spinoff - refers to a juridical entity that is an independent business technology taker with a separate legal personality from the GFA, RDI, and researcher created through the initiative of the researcher-employee who generated the technology.

Startup – Any person or entity registered in the Philippines that aims to develop an innovative product, process, or business model. A person refers to a natural person who is a Filipino citizen or foreign national. An entity refers to a juridical person registered in the Philippines, including but not limited to, sole proprietorship, company, partnership, joint venture, cooperative, or association.

IV. FREQUENCY OF CONFERMENT

Conferment of the SINAG Award will be once every two years during the celebration of the PCAARRD Anniversary.

V. QUALIFICATION/ELIGIBILITY

The award is open to:

- All Filipino individuals/groups of individuals/institutions who have shown outstanding performance on technology generation, facilitation and enablement, and commercialization of a locally generated technology.
- Individuals/ groups/ institutions shall only be qualified if they showcase technology that has been commercialized already for at least two years preceding the award.
- The featured technology should not have been previously conferred with a technology commercialization award by PCAARRD in the same category. If there are marked improvements/developments in the technology, then it becomes eligible to participate in the awards.
- Nominees must have been cleared of their obligations for administrative and reportorial requirements (e.g., audited financial, and terminal reports) after having engaged in DOST-PCAARRD projects at the time of the nomination. This has to be certified by the head of the unit. If the eventual winner have new outstanding obligations, they shall be given a maximum of one year to clear the requirements and be provided with the grant. They are still eligible to receive the cash award.
- Awardees that have been conferred the award three (3) times, though not necessarily consecutively, are considered Hall of Famers and are no longer qualified for future nominations.

VI. SUBMISSION OF ENTRIES

Nominations/entries should be submitted/endorsed to the Executive Director of PCAARRD on or before **March 31** the year that the SINAG Award will be given. Each entry shall be accompanied by the following documents:

- **Nomination Letter.** Nomination shall be endorsed by: (1) the head/ authorized representative of an agency/organization; and (2) the Regional Consortium Director or DOST Regional Director.
- **Duly accomplished nomination form** using the template for the award
    - For the Innovator Category, the report shall include, among others, the title and details of the technology, project team and implementing agency/institution, intellectual property protection (i.e., patent, utility model), and technology commercialization performance.
      (Download form: https://bit.ly/SINAGAwardInnovator)

- For the Facilitator/Enabler Category, the report shall include, among others, at least one (1) success story of facilitation/enabling, a description of the technology featured in the success story, facilitation/enabling strategies, and an organization profile.
  (Download form: https://bit.ly/SINAGAwardFacilitatorEnabler)

- For the Adopter Category, the report shall include, among others, the title and details of the technology, company profile, SEC/DTI/BIR/CDA Registration, Income Tax Return, licensing agreement, and financial statements.
  (Download form: https://bit.ly/SINAGAwardAdopter)

All documents must be submitted in **one (1) electronic copy** and **six (6) copies** certified original either dry seal or notarized through registered mail, through a courier, or personally if permissible **on or before the due date**. Only complete nomination documents submitted in order will be processed. The screening for the completeness of the submission will be done by the secretariat.

VII. COMPOSITION OF EVALUATION AND SELECTION COMMITTEES, AWARD SECRETARIAT, AND CRITERIA FOR EVALUATION

PCAARRD shall create an Internal Screening Committee (ISC) and an External Screening Committee with composition and functions as follows:

A. Internal Screening Committee (ISC)

Composition:

Chair: Director, Technology Transfer and Promotion Division
Members: Selected PCAARRD Directors

Functions:

a. Receive the complete documents of pre-screened submissions from the secretariat.
b. Level off on the evaluation and scoring process.
c. Evaluate the accomplishments of the nominees based on criteria. Record all relevant observations to improve the evaluation and selection process including the criteria indicated in the scoresheet.
d. Endorse to the DC the potential ESC members for confirmation.
e. Endorse to the ESC the Top 3 qualifiers and ISC evaluation report.

B. *External Screening Committee (ESC)*

Composition:

Four (4) Technology Transfer Experts
One (1) Director, Technology Transfer and Promotion Division

Functions:

a. Conduct onsite/field validation and face-to-face interviews of the shortlisted nominees.
b. Verify the information submitted. Resource persons in the field of expertise of the nominees and focal persons from the PCAARRD Divisions may be engaged. They will be consulted by the ESC to verify the nominees' accomplishments, clarify salient points that are highly technical, and confirm the claimed impact of the nominees' accomplishments.
c. Recommend the winner based on their final evaluation.

C. *Award Secretariat*

The Technology Transfer and Promotion Division (TTPD) shall serve as the Secretariat of both the ISC and ESC and shall be in charge of the administration, monitoring, and implementation of SINAG Awards under the supervision of the Office of the Executive Director.

The TTPD shall also conduct the preliminary screening of entries. It shall ensure the completeness of the entry requirements. Only entries with complete requirements shall be subjected to internal and external evaluation.

The top 3 entries for each category shall be endorsed to the External Screening Committee (ESC). The weight of the evaluation would be 50% for the ISC and 50% for the ESC. The decision made from the combined evaluation of ISC and ESC shall be presented to the PCAARRD Directors' Council (DC) and Governing Council (GC) for concurrence.

CRITERIA FOR EVALUATION

The evaluation of each category will cover a total of 18 months starting from the last evaluation period of the previous award conferment. The following criteria will be used for the evaluation of each category:

CRITERIA FOR INNOVATOR CATEGORY

CRITERIA	POINTS/PERCENTAGE
Importance of the technology	40%
• Importance of technical problems being addressed by the technology • Strength of intellectual property protection • Awards received related to the technology • Compliance with/certification from applicable government and other regulatory bodies (e.g. FPA, FDA, AMTEC, etc) • The potential of technology to be used in other fields	
Commercialization performance of the technology	40%
• Income generated (actual and projected) from signed commercialization agreements (i.e., licensing fees, royalty, and upfront fee payments) • Potential for more licensees • Market potential	
Impact on the Society/Community	20%
• Number of actual adopters • Number of beneficiaries • Increased benefits to the community • Change in the level of productivity of adopters • Sustainability of adoption • Benefit to society (with defined benefit of AANR technology/technical solution/s addressing social and economic problems)	

CRITERIA FOR FACILITATOR/ENABLER CATEGORY

CRITERIA	POINTS/PERCENTAGE
Breadth of the portfolio being handled	20%
• Inventory of technologies • No. of technologies protected/assisted for protection • Pre-commercialization services prepared/assisted • Organizational structure (readiness in terms of structural form and organization engagement) • Innovation-related policies crafted/implemented	
Activities conducted to facilitate the commercialization of technologies	40%
• List of provided services • Feedback from the technology generators • Extent of strategic partnerships and linkages • Facilitation/enabling strategies (include list of services, or mentoring activities conducted) • No. of technology promotion (exhibits, fora, pitch days, boot camps, etc.) and negotiation activities	
Impact of the activities conducted	40%
• No. of technologies commercialized through licensing agreements • Income generated (actual and projected) from commercialization agreements for the host institution (i.e., licensing fees, royalty and upfront fee payments) • Awards/recognitions received related to the facilitation and enabling	

CRITERIA FOR ADOPTER CATEGORY

CRITERIA	POINTS/PERCENTAGE
Importance to the company of the technology adopted and commercialized	30%
• Amount of investment of the company to the technology adopted • Amount of investment generated from other sources concerning the technology adopted • Advantages of the product resulting from the adoption of technologies compared to the competitors • Ability to create new sources of revenue through licensing (e.g. distributorship, use of trademark, etc.)	
Technology commercialization performance	30%
• Extent of the penetration of the target market resulting from the use of the technology • Income generated from the technology adopted by the company (actual) • Income payments made to the licensor (actual and projected) through licensing fees, royalty and upfront fee payments • Overall growth potential of the technology commercialization (potential for export, expansion, greater market reach, scalability, etc.)	
Impact of the technology commercialization/adoption	40%
a) Company • Productivity and market reach • Company Financial Statement and Cash Flow • Profitability **b) Society/Community** • No. of jobs generated • Benefit to society (with defined benefit of technology/technical solution/s addressing social and economic problems) • Strategic partnership and linkages • Importance of technical problems being addressed by the technology to the industry	

VIII. PRIZES

The prizes will include a plaque of recognition, a cash prize, and a one-year technology commercialization grant (proposal-based) for each of the category winners. Finalists for each category will be given a cash prize of PhP 50,000 each and a certificate of recognition.

Category	Cash Prize	Tech Commercialization Grant *(for a one-year project, proposal-based)**
Innovator • Owner • Inventor	PhP 300,000 *(PhP 180,000)* *The funds shall be released directly to the agency.* *(PhP 120,000)* *The funds shall be released directly to the Lead inventor.* *For the cash prize of finalists, the following shall be the distribution:* *Owner: PhP 30,000* *Lead Inventor: PhP 20,000*	PhP 2,000,000 (inventor as the project leader)
Facilitator/Enabler	PhP 200,000 *The funds shall be released directly to the person/lead of the winning team/unit.*	PhP 1,000,000
Adopter	PhP 200,000 *The funds shall be released directly to the company/agency.*	PhP 3,000,000 (shall form part of Startup Grant Fund if winner is startup/spinoff) PhP 3,000,000 (CRADLE-type project if the winner is a private company licensee)

*Technology Commercialization Grant shall be given the following year preceding the award.

IX. CONFERMENT

1. The SINAG award will be conferred once every two years during the celebration of the PCAARRD Anniversary. Winners and finalists will be invited during the program celebration.
2. Congratulatory notice of award shall be sent to the awardee immediately after confirmation by the GC. Included in the letter is the date and venue of the awarding ceremony.
3. The Awardee shall send confirmation of receipt of notice.

X. TIMELINE OF ACTIVITIES

Activities	Date (in the year that the SINAG Award will be given)
Call for Nominations/Entries	January (first working day of the year)
Deadline for the submission of entries	March (last working day of the month)
Internal Evaluation	April
External Evaluation	May-July
DC Approval	August (last DC of August)
GC Approval	September
Awarding	November (PCAARRD Anniversary)

XI. OTHER PROVISION

All pertinent forms stated herein are hereby attached and made part of this Administrative Order.

XII. EFFECTIVITY

This Order shall take effect on the date of signing of this Administrative Order by the PCAARRD Executive Director.

Approved by:

REYNALDO V. EBORA, PhD
Executive Director