Department of Science and Technology

##### BALIK SCIENTIST PROGRAM

**Terms of Reference (TOR)**

(For applicants with several Host Institutions, please submit separate TOR for each Host Institution)

**Name of Applicant: Click or tap here to enter text.**

###### 

**I. Nature of Problem**

Describe the main topic/scope of work which the Applicant is requested to pursue and indicate whether or not the applicant’s expertise is available locally.

**II. Educational Qualification and Work Experience**

Describe why the Applicant was chosen to work on the identified problem.

**III. Activities of Host Institution**

Briefly describe the activities being pursued by the Host Institution that is related to or is in line with the problem presented above.

**IV. Proposed Duration & Total Number of Days of Engagement**

Short-Term Engagement: 15 days to 6 months

Medium-Term Engagement: more than 6 months to 1 year

Long-Term Engagement: more than 1 year to 3 years

For continuous engagement, indicate the following information:

Start date: Click or tap here to enter text.

End date: Click or tap here to enter text.

Number of days (for short-/medium-term): Click or tap here to enter text.

Number of months (for long-term): Click or tap here to enter text.

For staggered engagement, indicate the following information:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Phase\* | Start date | End date | Number of days  (for short-/medium-term) | Number of months  (for long-term) |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Total number of days/months | | |  |  |

\*Phase refers to the number of continuous days of engagement (Example: approved engagement Jan 29 to June 6, 2018, staggered 80 days; Phase I – Jan 29 to Feb 6, 2018; Phase II – Mar 28 to June 6, 2018)

**V. Detailed Program of Activities (Checklist)**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **No.** | **Task** | **Period I** | **Period II** | **Period III** | **Period … n** | **Deliverables** |
| 1 | Assist in the drafting or revision of course syllabus/curriculum |  |  |  |  |  |
| 2 | Assist in experimental set-up and conduct laboratory tests |  |  |  |  |  |
| 3 | Assist in the development of prototypes |  |  |  |  |  |
| 4 | Assist in data analyses, interpretation, and validation |  |  |  |  |  |
| 5 | Provide expert advice & technical expertise/consultations on projects or proposals |  |  |  |  |  |
| 6 | Mentor undergraduate/graduate students |  |  |  |  |  |
| 7 | Conduct seminar/lecture/forum |  |  |  |  |  |
| 8 | Conduct short studies |  |  |  |  |  |
| 9 | Conduct training/ workshop/demonstration |  |  |  |  |  |
| 10 | Conduct fieldwork/lab experiments and data collection |  |  |  |  |  |
| 11 | Conduct Science Outreach Activity |  |  |  |  |  |
| 12 | Conduct R&D planning/activities with host institution |  |  |  |  |  |
| 13 | Develop course syllabus |  |  |  |  |  |
| 14 | Develop course curriculum |  |  |  |  |  |
| 15 | Develop research/project proposals |  |  |  |  |  |
| 16 | Develop theoretical frameworks/manuals/guidebooks/management systems |  |  |  |  |  |
| 17 | Develop or improve protocols for laboratory procedures |  |  |  |  |  |
| 18 | Develop or refine techniques for assessing satellite data/model |  |  |  |  |  |
| 19 | Draft manuscript/paper for submission to international journal, book chapters, book, and instructional materials |  |  |  |  |  |
| 20 | Draft policy and review existing policy |  |  |  |  |  |
| 21 | Draft research agenda for a research priority |  |  |  |  |  |
| 22 | Establish collaborations/linkages with foreign institution/s |  |  |  |  |  |
| 23 | Establish collaborations/linkages with local institution/s |  |  |  |  |  |
| 24 | Handle graduate/undergraduate courses/subject |  |  |  |  |  |
| 25 | Identification of technologies/good management practices suitable or applicable in the Philippines |  |  |  |  |  |
| 26 | Identify new species and collect, preserve, catalog species |  |  |  |  |  |
| 27 | Scientific paper published in international journal |  |  |  |  |  |
| 28 | Product development |  |  |  |  |  |
| 29 | Set up laboratory capabilities |  |  |  |  |  |
| 30 | Others: (Please specify) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |  |  |  |  |

For short-term of 15 days to 1 month, period 1-n is on a weekly basis; For short-term of more than 1 month and medium-term, period 1-n is on monthly basis.

For long-term, period 1-n is on quarterly basis.

**VI. Detailed Deliverables (Tangible Outputs)**

Seminar(s)/Lecture(s)/Forum

|  |  |  |  |
| --- | --- | --- | --- |
| Topic/Title | Duration | Target Audience | Expected Output |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

Training(s)/Workshop(s)/Demonstration(s)

|  |  |  |  |
| --- | --- | --- | --- |
| Topic/Skills to be developed | Duration | Target Audience | Expected Output |
|  |  |  |  |
|  |  |  |  |
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Project(s) to be assisted

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Topic/Title | Statement of the Problem  (Describe the problem to be addressed by the project) | Impact of the Project  (Describe what the project can contribute to the community/country) | No. of people to be trained/mentored | Expected Output |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

Student(s) to be mentored

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| --- | --- | --- |
| Name of Person to be mentored | Topic | Expected Output  (include target completion of thesis/dissertation) |
|  |  |  |
|  |  |  |
|  |  |  |

Curriculum/Course(s) to be developed

|  |  |  |
| --- | --- | --- |
| Subject/Program | Material(s) to be developed | Expected Output |
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|  |  |  |
|  |  |  |

Network(s)/Linkage(s) to be established

|  |  |
| --- | --- |
| Name of Institution | Expected Output |
|  |  |
|  |  |
|  |  |

Publication(s)

|  |  |  |
| --- | --- | --- |
| Title of Published Work | Name of Journal/Publisher | Date to be Published |
|  |  |  |
|  |  |  |
|  |  |  |

Research and Development Activities

|  |  |  |  |
| --- | --- | --- | --- |
| Topic/Title | Statement of the Problem  (Describe the problem to be addressed by the project) | Impact of the Project  (Describe what the project can contribute to the community/country) | Expected Output |
|  |  |  |  |
|  |  |  |  |
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Others, please specify

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|  |

**VII. Nature of Support Incentive**

Indicate the nature of support to be provided by the Host Institution to the Balik Scientist during his/her BSP engagement.

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| --- | --- | --- |
| Activities | Nature of Support | Details |
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|  |  |  |
|  | (Continue on separate sheet if necessary) | |

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Name of Requesting Institution: Click or tap here to enter text.

Website: : Click or tap here to enter text.

Email addresses : Click or tap here to enter text.

Printed Name and Signature

of Requesting Authority : Click or tap here to enter text.

Position/Designation : Click or tap here to enter text.

Date of Submission : Click or tap here to enter text.