

Republic of the Philippines  
DEPARTMENT OF SCIENCE AND TECHNOLOGY



MEMORANDUM CIRCULAR NO. 001

Series of 2009

MAR 12 2009

Subject: AMENDMENT TO MEMORANDUM CIRCULAR NO. 001, SERIES OF 2003, OTHERWISE KNOWN AS "REVISED IMPLEMENTING GUIDELINES ON THE HONORARIA TO PERSONNEL WHOSE SERVICES ARE ENGAGED BY THE NATIONAL SCIENCE AND TECHNOLOGY *SYSTEM*"

The amendment to Memorandum Circular (MC) No. 001, Series of 2003, is hereby prescribed as follows:

- 1. WHEREAS, sub-section 2.6 of Section 2 (Definition of Terms) of M.C. 001 Series of 2003 is hereby amended to read as follows:

"2.6 Program Leader/Manager/Director - one who directly plans, organizes, supervises the overall activities of an S&T program and is directly responsible for the conduct of at least one of the projects under said program."

- 2. WHEREAS, Section 3- Rates of Honoraria of MC No. 001, Series of 2003 is hereby amended as follows:

3. Rates of Honoraria

3.1 Program/Project

3.1.1 Researcher

Program Leader

(at least)	1 - 2 projects	PhP	10,200/mo.
	3 - 4 projects		11,600/mo.
	5 or more		14,600/mo.

Project leader PhP 8,800/mo./project

Project Staff

Level 3 PhP 7,500/mo./project (SG 24, S8)

Level 2 PhP 6,000/mo./project (SG 18, S8)

Level 1 PhP 4,800/mo./project (SG 15, S8)

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### 3.1.2 Program/Project Coordinator

1 – 3 programs/projects	PhP	4,400/qtr.
4 or more projects	PhP	6,600/qtr.
<b>Program/Project Support Staff</b>		
Level 2	PhP	1,500/qtr.
Level 1	PhP	1,000/qtr.

### 3.1.3 S& T Consultant

On-call basis (as Referee/evaluator)	PhP	3,000/consultation
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### 3.2 Special Activity/Assignment

#### 3.2.1 Commodity Team / Technical Panel

<b>Commodity Team Leader/ Technical Panel Chairman</b>	PhP	6,000/mo.
<b>Commodity Team Member/ Technical Panel Member</b>	PhP	3,000/mo.

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#### 3.2.3 Inter-Agency Committee (IAC) working Group

<b>IAC/WG Chairman</b>	PhP	3,000/mtg.
<b>IAC/WG Member</b>	PhP	2,700/mtg.
<b>IAC/WG Support Staff</b>		
Level 2	PhP	1,400/mtg.
Level 1		900/mtg.

#### 3.2.4 Training

<b>Training Coordinator</b>	PhP	1,400 / day
<b>Training Resource Person</b>		
Lecture	PhP	1,400/ hour
Laboratory		840/hour
<b>Training Support Staff</b>		
Level 2		1,100/day
Level 1		600/day

#### 3.2.5 Board of Judges/Evaluation Panel For National S & T Awards

Chairperson PhP 3,000/mtg.  
Member 2,700/mtg.

**3.3 National Policy-making Body/ Governing Council**

Chairman PhP 8,800/mtg.  
Vice-Chair/Member 8,300/mtg.

The honoraria shall not exceed two (2) meetings per month.

**3.4 Technical Advisory Committee/Steering Committee**

Council /Institute/ Other Equivalent National PhP 5,900/mtg.  
Technical Advisory Body/Steering Committee

The honoraria shall not exceed two (2) meetings per month.

3. **WHEREAS**, under section 5 (Limitations /Exemption) of M.C. No. 001, S. of 2003, the following provisions are hereby added:


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5.8 The number of programs to be handled by a program leader shall not exceed two (2) programs at a time.

5.9 The number of projects to be handled by a project leader shall not exceed two (2) projects at a time. However, in case of researches or undertakings with limited number of experts, the project leader may be allowed to handle a maximum of four (4) projects at a time provided that his/her track record shall be evaluated by the Agency Head and Monitoring Council/Agency concerned. After evaluation has been undertaken and it is found that the project leader may efficiently handle 4 projects at a time, the Agency Head and Monitoring Council/Agency concerned shall endorse the same in writing to the DOST-GIA EXECOM or Funding Agency as the case may be, for approval.

5.10 A project staff shall only be allowed to handle a maximum of two projects at a time.

This Circular shall take effect fifteen days after its publication in the Official Gazette or newspaper of general circulation and provisions of M.C. No. 001 S. 2003 not affected thereby shall remain valid and subsisting.

  
**ESTRELLA F. ALABASTRO**  
Secretary

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