

Project Proposal Evaluation Process

Received Proposal

STEP 1
Receive notice from PCMD upon tagging of project proposal thru e-Proposal System

4 Working Days

STEP 2
Division Level (4 WDs)

Evaluate the proposal using the PM Checklist (Appendix #1)

Recommended

Not Recommended

STEP 3.1
If eligible, proceed to PMT level for deliberation. Prepare Executive Brief signed by the concerned DC and submit to PCMD for inclusion in the PMT agenda.

Recommendation

STEP 3.2
If not eligible, prepare disapproval letter specifying the reason to be signed by ED and send to the Proponent.

STEP 4
PMT Level (7WDs)

Conduct deliberation using the PMT Evaluation Sheet (Appendix #2)

Recommended

Not Recommended

STEP 5.1
Prepare Executive Brief signed by the concerned DC and submit to PCMD for inclusion in the TPEC agenda

Recommendation

STEP 5.2
If not eligible, prepare disapproval letter specifying the reason to be signed by ED and send to the Proponent.

For Revision

STEP 5.3
Inform Proponent to address the PMT Comments

Note: For proposal rated with minor comments, Proponent should submit a Rejoinder within two (2) WDs





STEP 6
 Technical Panel
 (TP) Level
 (12 WDs)

Conduct deliberation using TP
 Evaluation Sheet (Appendix #3)

Recommended

Not Recommended

STEP 7.1
 Proceed to GC
 deliberation. Prepare
 Executive Brief with
 endorsement signed
 by the concerned DC
 and submit to PCMD
 for inclusion in the GC
 agenda

Recommendation

STEP 7.2
 If not eligible,
 prepare disapproval
 letter specifying the
 reason to be signed
 by ED and send to
 the Proponent.

For Revision

STEP 7.3
 Inform Proponent to
 address the TP
 Comments

Note: For proposal rated with
 minor comments, Proponent
 should submit a Rejoinder
 within two (2) WDs

STEP 8
 GC Level
 (12WDs)

Conduct deliberation using GC
 Evaluation Sheet (Appendix #4)

Recommended

Not Recommended

STEP 9.1
 Prepare approval
 letter and draft
 Memorandum of
 Agreement
 (MOA) for
 signature and
 Notary

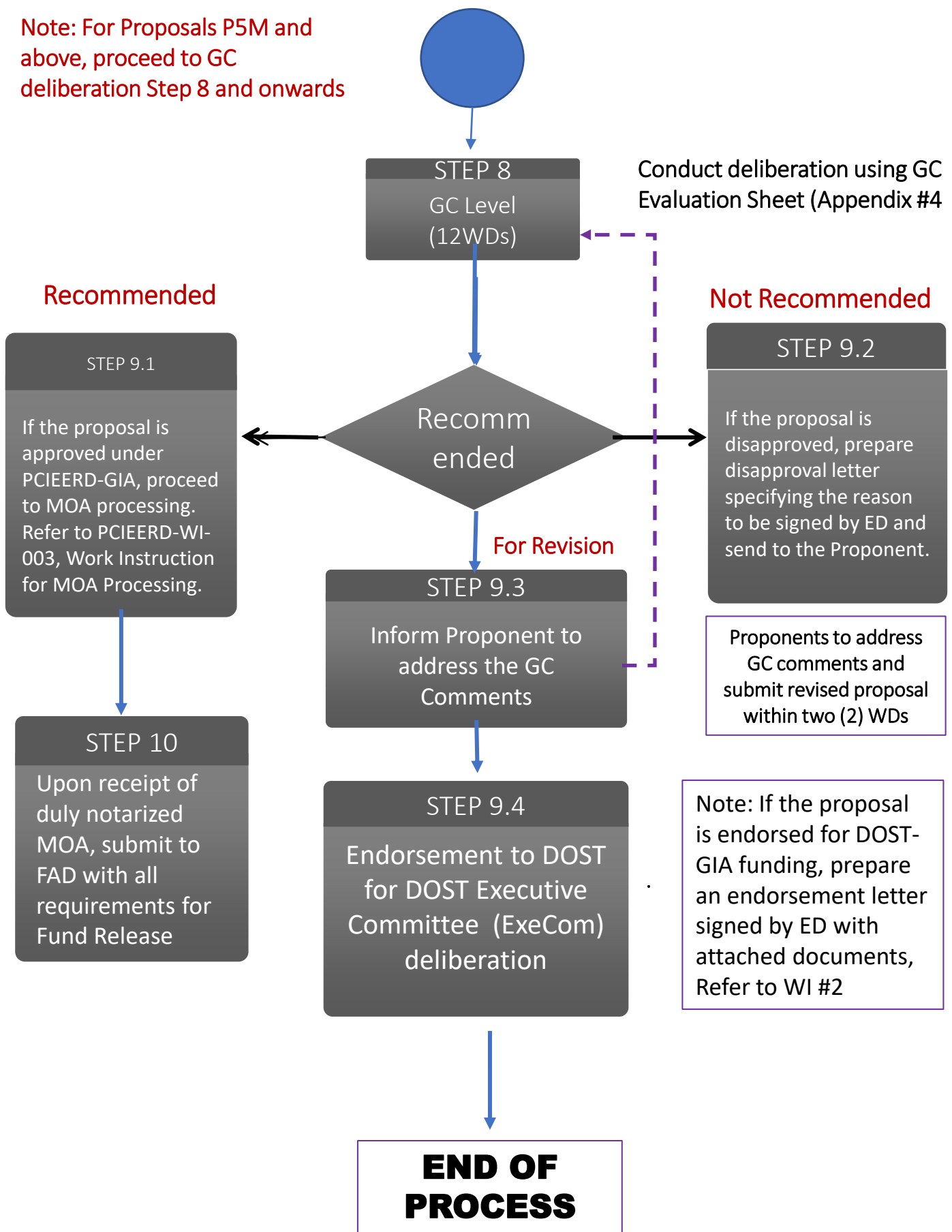
Confirmation
 ((For Proposals
 P5M and
 Below

STEP 9.2
 If the proposal is
 disapproved,
 prepare disapproval
 letter specifying the
 reason to be signed
 by ED and send to
 the Proponent.

STEP 10
 Upon receipt of duly notarized
 MOA, submit to FAD with all
 requirements for Fund Release

STEP 11
 Conduct Pre-
 Implementation
 Meeting

Note: For Proposals P5M and above, proceed to GC deliberation Step 8 and onwards



WORK INSTRUCTION FOR R&D PROJECT PROPOSAL EVALUATION

PCIEERD WI NO. 2

THANK YOU FOR YOUR CONFIRMATION 😊