



SELECTION AND NOMINATION GUIDELINES FOR THE SECTORAL REPRESENTATIVES TO THE PEOPLE'S SURVIVAL FUND (PSF) BOARD

I. REFERENCE

The formulation of the Selection Guidelines for the Sectoral Representatives to the PSF Board is pursuant to Section 21 of the Republic Act (RA) 10174 of 2012. The PSF Board comprises the following agencies:

1. Secretary of the Department of Finance as Chair;
2. Vice Chairperson of the Climate Change Commission (CCC);
3. Secretary of the Department of Budget and Management;
4. Secretary of the National Economic Development Authority;
5. Secretary of the Department of Interior and Local Government;
6. Chairperson of the Philippine Commission on Women;
7. A representative from the academe and scientific community;
8. A representative from the business sector; and
9. A representative from the Non-Government Organization (NGO) sector.

Provided that the organizations of the academe and scientific community, business, and NGO representatives of the PSF Board are disqualified from accessing the fund during their term, as set by the CCC, and a year after their tenure in the PSF Board shall have been terminated or completed. The said representatives shall be identified and designated as such by the CCC.

II. ELIGIBILITY FOR NOMINATION AS SECTORAL REPRESENTATIVE TO THE PSF BOARD

The minimum requirements for sectoral representatives are the following:

- A. Citizen and resident of the Philippines for at least two (2) years immediately prior to their nomination.
- B. With at least seven (7) years of proven experience/exposure/participation in Research and Development (R&D), climate change adaptation and mitigation, and other climate change-related activities.
- C. At least three (3) years of experience in program/project development and evaluation
- D. Has not been selected as a Sectoral Representative to the PSF Board, pursuant to Section 4 of the Implementing Rules and Regulations of the Climate Change Act.
- E. A person with known probity, integrity, and good moral character.

III. PROCEDURE FOR APPLICATION, NOMINATION, AND SELECTION

A. APPLICATION AND NOMINATION

The PSF Board, through the CCC, shall publicly announce the call for nominations for Sectoral Representatives through the official CCC website, and other major print and digital mass media platforms of national circulation, including social media platforms. In addition, the CCC shall identify and request assistance from the academe and scientific community, business, and NGO groups to help in the dissemination of the call for nominations of the Sectoral Representatives to the PSF Board.

Further, member agencies of the PSF Board and the CCC Advisory Board are encouraged to assist in the dissemination of the call.

Interested groups and applicants may directly coordinate with the CCC PSF Unit and submit the application form together with the following:

1. Letter of intent
2. Nomination Letter and/or Endorsement Letter from the sector/group
3. Personal Data Sheet (CS Form No. 212 Revised 2017) and/or Curriculum Vitae
4. Recommendation Letter from at least two (2) character references
5. Philippine Statistics Authority (PSA) Authenticated Birth Certificate
6. Proof of Work (publications, research studies, academic papers, citations, proof of engagement with local and/or other actors on climate change adaptation)

For the Letter of Intent and Proof of Work, the following guide questions may be considered:

- a. What are the policies, plans, and programs that you are knowledgeable about?
- b. What are the challenges of climate finance at the local level in the country?
- c. What are the key evaluation tools that you have used in the decision-making process?
- d. What are your involvements in climate risk assessment?

B. SELECTION CRITERIA

The CCC PSF Unit shall provide the CCC Commissioners the shortlist of the applicants and/or nominees for Sectoral Representative positions. The Commissioners, through a consensus, shall recommend and endorse one (1) representative from each sector to the President, as the Chairperson of the CCC, for appointment to become a member of the PSF Board.

In accordance with the Revised Implementing Rules and Regulations of RA. 9729 as amended by RA 10174, the Sectoral Representatives shall serve for a term of three (3) years, starting from the date of the first PSF Board Meeting they attended, without reappointment.

The selection criteria for the achievements and contributions of the respective nominees shall be evaluated according to percentages presented:

Criteria	Percentage (%)
Competence	

<ol style="list-style-type: none"> 1. Educational Qualification 2. Number of years of experience 3. Number of trainings/seminars/ workshops/conferences attended 4. Number of awards/recognitions received 	40%
Experience <ol style="list-style-type: none"> 1. Role in the organization and sector represented 2. Affiliations, linkages, and membership to various local and international organizations 	40%
Integrity, Probity, and Good Moral Character	20%
TOTAL	100%

Once selected, the Sectoral Representatives may identify and submit the contact information of their Alternate Board Representative to the CCC PSF Unit and the PSF Board Secretariat, to ensure representation at all PSF Board Meetings and important events.

C. REVOCATION OF APPOINTMENT

The appointment of the PSF Board Sectoral Representatives may be revoked in accordance with the provisions of Rule 11 Sections 3 and 4 of the R-IRR of R. 9729, as amended, and on any of the following grounds, subject to the official disposition of the PSF Board:

1. Serious misconduct or willful disobedience in connection with his/her work;
2. Gross and habitual neglect of his/her duties;
3. Fraud or willful breach of the trust reposed in him/her by the PSF Board;
4. Commission of a criminal offense; and
5. Other acts undesirable or analogous to the foregoing.

IV. Effectivity

Upon its effectivity, these Guidelines will remain in force until revoked.