



Kabalikat ng magsasaka



# TOFARM

**SEARCH and AWARD for  
THE OUTSTANDING FARMERS  
OF THE PHILIPPINES**

## NOMINATION FORM

**Official Website: [www.tofarm.org](http://www.tofarm.org)**

**Official Submission Emails:**

**[tofarmphils@universalharvester.com](mailto:tofarmphils@universalharvester.com) • [tofarmphils@gmail.com](mailto:tofarmphils@gmail.com)**

**Official Facebook Accounts:**

**[facebook.com/tofarmsearch](https://facebook.com/tofarmsearch) • [facebook.com/tofarmphils](https://facebook.com/tofarmphils)**

**TOFARM Philippines, Universal Harvester, Inc.**

**Harvester Corporate Center**

**158 P. Tuazon Blvd. corner 7th Ave., Cubao, 1109 Quezon City**

**Tel. (02) 8 709-5001 Email/Inquiries: [info@tofarm.org](mailto:info@tofarm.org)**



## UNIVERSAL HARVESTER INCORPORATED AND THE JUNIOR CHAMBER INTERNATIONAL PHILIPPINES

### THE SEARCH AND AWARD FOR THE OUTSTANDING FARMERS OF THE PHILIPPINES (TOFARM PHILIPPINES)

#### ABOUT THE SEARCH AND AWARD

The Search and Award for The Outstanding Farmers of the Philippines is an initiative of Universal Harvester, Inc. together with the Junior Chamber International Philippines since 2012. This is a national award project in recognition of the resiliency, ingenuity, and the strength of our hard working Filipino farmers. The project is also anchored in promoting farming in the youth sector in all regions. The search will be inclusive and participative; expanding from public to private sector stakeholders in agriculture, fisheries and livestock. This project is open to all Filipino farmers, fisherfolk, animal raisers, cooperatives, farm communities, organizations, education/ academe, agriculture scientist, LGUs, public employees, and business entities in both rural and urban areas/centers.

#### GOAL OF THE AWARD

To foster increase of people venturing in the agriculture sector, invigorate investment and scientific advancement to achieve sustainable food supply, and to champion our hard working farmers.

#### OBJECTIVES OF THE AWARD

1. Promote the goals and advocacy of TOFARM Philippines.
2. Achieve private and public sector participation in the annual search and award, and establish a much wider scope and reach.
3. Safeguard the interest and welfare of the agriculture sector.
4. Promote farming as a noble and profitable endeavor.
5. Recognize the agriculture sector's best practices, techniques and technology.
6. Establish relevant impact of the project through advocacy and support to: i) food supply conservation, and ii) patronage in Filipino produce.
7. Honor the outstanding individuals and groups in the field of agriculture from the various sectors in our country.

#### CATEGORIES & CRITERIA

- **Farmer** (Rice, Coconut, Corn, Sugarcane, Organic, other High Value Crops, etc.)
- **Woman Farmer** (same as Farmer, but exclusively for female gender)
- **Fisherfolk** (cultured, captured, etc.)
- **Young Farmer** (Female or Male Farmer within 18 to 40 years old)
- **Livestock** (large & small animals, etc.)
- **Agriculture Innovator** (Educator, Inventor, Scientist, Public Employees, etc.)
- **Agri-Entrepreneur** (Private Entrepreneur, Businessman, Trader, etc.)
- **Urban/City Farmer** (Whose farm is located in cities only)
- **Agriculture-Initiatives** (Private Organization, NGOs, Institutions, etc.)
- **Agriculture Cooperative** (Exclusive to Agriculture Cooperatives only)
- **Family Farmer** (Family, Relatives, Farm Community)
- **Local Government Unit** (Programs, Projects, LGU operated Facility, etc.)
- **People's Choice** (Facebook Online Poll) Subject to change. Please check our official website and official Facebook account/page for rules and other updates.

#### AWARDS AND PRIZES

- The Gold Awardee in the Individual Categories will receive **PhP 50,000.00** cash and a TOFARM Award Plate;
- The Gold Awardee in the Group Categories will receive **PhP 100,000.00** cash and a TOFARM Award Plate;
- The Silver Awardees from all categories will receive a TOFARM Award Plate.

#### EVALUATION OF THE NOMINEE

The nominee must have demonstrated an exceptional dedication and diligence in their work of life in the field of agriculture that has meaningful (tangible or intangible) contribution to their community, the agriculture industry as well as to the country.

#### PROTECTION OF SUBMISSION - IMPORTANT

**BEWARE OF FAKE REPRESENTATIVES, EMAILS, AND WEBSITE. DO NOT PROVIDE YOUR ENTRIES TO UNAUTHORIZED INDIVIDUALS. NOMINATORS AND NOMINEES WILL VOID THEIR RIGHTS UNDER THE DATA PRIVACY ACT IF ALL SUBMISSIONS ARE NOT DIRECTED TO TOFARM PHILIPPINES OFFICE or to our official details listed in this form. Tampered forms will not be honored. For more information, please visit our OFFICIAL Website: [www.tofarm.org](http://www.tofarm.org).**

**OFFICIAL EMAIL FOR SUBMISSION OF ENTRIES:**  
[tofarmphils@universalharvester.com](mailto:tofarmphils@universalharvester.com) & [tofarmphils@gmail.com](mailto:tofarmphils@gmail.com)  
 (and recognized email of JCI Phils.) **Inquiries:** [info@tofarm.org](mailto:info@tofarm.org)

**OFFICIAL EMAIL OF THE NATIONAL PROJECT DIRECTOR (IN CHARGE):**  
[sonnyguingab@universalharvester.com](mailto:sonnyguingab@universalharvester.com)

**OFFICIAL MAILING ADDRESS: TOFARM PHILIPPINES OFFICE**  
 CSR Department, Universal Harvester, Inc.  
 Harvester Corporate Center, 10th Floor, 158 P. Tuazon Blvd. corner  
 7th Ave., Cubao 1109 Quezon City, Phils. Tel.: 02-8-7095001

**NOMINEE'S INFORMATION SHEET FOR GROUP CATEGORY ONLY**

CATEGORY:

Name of Group or Organization:

Address:

Date Organized:

Contact Numbers:

DTI or SSS No. (if any):

Email Address:

No. of Members:

**NOMINEE'S INFORMATION SHEET FOR INDIVIDUAL CATEGORY ONLY**

CATEGORY:

First Name:

Telephone:

Middle Name:

Surname:

Cellular Phone:

Current Residence or Home Address:

Provincial Address:

Email Address:

Date of Birth:

Civil Status:

Place of Birth:

Citizenship:

Father's Name:

Mother's Name:

Spouse Name:

Children's Name (Use extra paper if necessary)

Age

Education Level

Educational Attainment School Attended

Year Attended

Awards / Citations / Degree

Grade School:

High School:

College:

Graduate Study:

Others:

Current Profession:

Years in Profession:

Position or Title:

Name of Business/Employer:

Years in Business:

Business Address:

Tel. No.:

Previous Profession:

Name of Employer &amp; Year:

Address:

Tel. No.:

Civic, Professional, Fraternal, Religious, or Business Organization and Affiliation (If served as an officer, state positions held and terms of office):

Year Member:

Derogatory Information, If any (use extra paper if necessary):

Describe in another sheet the warranty of originality of intellectual creation (if applicable), or published works (use extra paper if necessary):



**FOR THE NOMINATOR**

Nominator Name:

Home Address:

Email Address:

Organization Name:

Organization Address:

Cellular Phone:

Tel No.

I \_\_\_\_\_, nominator for \_\_\_\_\_ hereby commit myself to secure the signature of the nominee per certification below in the event of his/her selection as an awardee. I understand that non-compliance will mean forfeiture of his/her award.

Date

Signature of Nominator over printed name

I attest to the truthfulness of all the facts contained on this form and give permission for the stated information to be used for publication.

Barring extreme circumstances, I commit to be present in the Awards Presentation if chosen as one of the awardees, and grant interviews when requested, to help further promote the ideals of the awards. Furthermore, I thereby give my consent to the TOFARM Search and Award Committee to conduct an independent audit as to the accuracy of the information stated on this form.

I also attest that I have disclosed all derogatory information regarding my person or any such circumstance that would reflect on my character, such as, but not limited to, conviction for crimes involving moral turpitude or pendency of cases or complaints involving moral traits that would reflect adversely on my character.

I hereby certify that by not disclosing any information on this matter in this form, the screening and judging panels are entitled to presume that there is no such information; should any such information come to light independently of my disclosure, I hereby agree to relinquish the TOFARM award voluntarily, should the same have been awarded, or to voluntarily withdraw my name from nomination or consent to such withdrawal by the Organizers if the same has not yet been awarded.

I also certify that any publications, intellectual creation, or other works attributed to me that has become a relevant consideration for the TOFARM are original creations on my part and, if done through a group, due credit has been given; I warranty that there are no adverse claims regarding intellectual dishonesty against me, whether judicially or administratively. In the event that information to the contrary should be discovered regarding any works or other intellectual creations attributed to me, I hereby agree to relinquish the TOFARM award voluntarily, should the same have been awarded, or to voluntarily withdraw my name from nomination or consent to such withdrawal by the Organizers if the same has not yet been awarded.

I will submit all materials using the official details listed in this document, I understand that the Organizers reserve all legal rights and remedies in relation to concealment, non-disclosure or false disclosure of information on my part.

\_\_\_\_\_  
Signature of Nominee over printed name  
(or representative of the Organization for Group Category)

SUBSCRIBED AND SWORN to before this \_\_\_\_\_ day of \_\_\_\_\_, at \_\_\_\_\_ the affiant having exhibited to me his/her Residence Certificate No. \_\_\_\_\_ issued at \_\_\_\_\_ on \_\_\_\_\_.

Doc No.  
Page No.  
Book No.  
Series of \_\_\_\_\_.

\_\_\_\_\_  
Notary Public

## DATA PRIVACY NOTICE

The UHI and TOFARM organization is assuring the public that the personal information provided to our office are kept private and secured, and will be used solely for the Search & Award purpose in accordance to the **Data Privacy Act of 2012**.

**1. Personal Information Collection:** Personal information may be collected in electronic/digital or paper-based form. Personal data requirement may vary depending on the type of award or category described in this manual.

**2. Use and Purpose of Collection:** Personal data provided in the nomination forms and supporting documents shall be used in the preliminary judging and final judging for the TOFARM Awards System, data sharing with internal UHI/TOFARM Staff or external partner organization, data processing, updating or modification, storage and retrieval, profiling, retention or archiving, and disposal (or destruction) procedures.

**3. Access, Disclosure & Sharing:** Access, disclosure and sharing of personal information is restricted to authorized TOFARM staff and limited partner organization TOFARM counterparts. The UHI and TOFARM have in place several layers of restriction to physical and electronic access, including measures to prevent unauthorized access to the personal information.

**4. Storage, Retention & Disposal:** The storage of Personal Information in paper-based form are locked in secured cabinets or rooms, likewise, Personal Information in electronic/digital forms are secured using machine, network and software level protection keys. This to protect the personal data from accidental or unlawful access, processing, alterations, disclosure and or destruction.

Personal Information under the custody of the UHI and TOFARM shall be retained for a period of ten (10) years, and or as long as it is absolutely necessary in the fulfilment of the TOFARM function. Disposition of information including that containing personal information will require the approval of the Chief Advocate, in the manner prescribed by related laws.

**5. Right of Client or Data Subject:** Client or Data Subject having absolute ownership of the Personal Information has the following rights, a) the right to be informed of personal data will be/are being/or were collected and processed; b) To gain reasonable access; c) the right to object; d) the right to demand for damages; e) Right to complaint; f) The right to data portability; g) Right to assign your rights to another entity; and h) may freely request for the status of their personal data, copy of the personal information, request for an alternation or erasure from the UHI and TOFARM.

**6. Consent:** The Client or Data Subject gives freely their full consent once their name and signature is applied in the UHI and TOFARM official paper-based forms for Search and Awards requirement, and or upon submission or uploading of personal information in the official Website or Web Service Portal of the TOFARM.

## DATA PRIVACY NOTICE

**7. Inquiries and Complaint:** Owner of the personal information may inquire or request for information regarding any matter relating to the processing of their personal information. These inquiries or request may include the manner of process, the data privacy and security policies to ensure the protection of their personal information.

Complaint may be raised against the UHI and TOFARM or specific personnel, and or withdrawal of their “personal information” may be filed indicating specific personalities and or reasons.

**8. Nominator/Nominee Responsibility:** It is the responsibility of the nominator and nominee to ensure the submission of their data and files to Universal Harvester, Inc. UHI, JCI and TOFARM Phils. shall not be liable if the nominee/nominator have submitted all documentation to incorrect emails, or shipped their bidbooks to incorrect addresses. Nominators and nominees should send all pertinent information and files directly to UHI using the email address and corporate address listed in this document and in our website.

For a copy of the Data Privacy Policy and Manual, and for any Inquiries or complaints specific with the Data Privacy, please contact:

### TOFARM Philippines Office

Harvester Corporate Center, 10th Floor, 158 P. Tuazon Blvd. corner  
7th/8th Avenue, Cubao, Quezon City

Telephone: 02 8 709 5001

Website: [www.tofarm.org](http://www.tofarm.org) Email: [tofarmphils@gmail.com](mailto:tofarmphils@gmail.com)

I understand that the UHI and TOFARM will need from me or my authorized representative, my personal information to process my nomination for the TOFARM Search and Awards, and that i will send my nomination materials and bid book to their official email addresses and their corporate address listed in this document and their website. I am made aware that my personal information will remain private and protected during the course of information sharing within the UHI and TOFARM internal and external partner organization, in accordance to the TOFARM Search and Awards purpose only. Likewise, I can freely request for the status, make correction or erasure of my personal information, and other rights under the “Act”.

Therefore, I hereby agree to the UHI and TOFARM Data Privacy Policy and Manual, its terms and condition, and willingly give my consent to the collection, use, sharing, processing, retention and retirement (or disposal) of my personal information under the Data Privacy Act of 2012.

\_\_\_\_\_  
Nominee’s Name & Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Nominator’s Name & Signature

\_\_\_\_\_  
Date

## EASY STEPS IN NOMINATION

Step 1: Download nomination form and criteria manual at our official website: [www.tofarm.org](http://www.tofarm.org).

Step 2: Complete the information required in the nomination form.

Step 3: Seek assistance of your local JCI organization, for endorsing (as nominator) the entry.

Step 4: Complete the bidbook documentation of entry following our Bidbook Template.

Step 5: Scan the entire bidbook, create PDF and send the final soft copy **only** to our two official email addresses: **tofarmphils@gmail.com** and **tofarmphils@universalharvester.com**.

Step 6: Seal your hardcopy bidbook in a properly marked envelope and send to **TOFARM Philippines Office, Attention to the Project Director, Universal Harvester, 158 P. Tuazon Blvd. corner 7th Ave., Cubao, Quezon city.**

## SUBMISSION REQUIREMENTS:

1. Nomination form with 5x7 inch latest colored photo of nominee, along with original compilation of write-up, photos and other supporting documents or evidence required in favor of nominee.
2. Submit a five (5) to ten (10) minutes video of the nominee, the subject farm, or work place. Include also in the video some clips of the nominee in action, the house and family members, surrounding neighbor or community. Video camera or phone camera are accepted. Send to our two official Email. Platform can be Google Drive, YouTube private link, or WeTransfer. Notify our office once sent.
3. Documentation or narration of nominee's qualification should follow prescribed order or outline of presentation as enumerated in each criteria. The following are additional guide.
  - a. Show reference table of content;
  - b. Each page should be numbered, and annexes are properly referenced;
  - c. Arrange the compilation having first the nomination form, followed by eligibility requirement, then the Executive Summary (not more than 2 pages), and last the qualification or documentation of nominee in each criteria;
  - d. Total documentation *must not exceed 30 pages of criteria content*. A4 or Lettersize paper only;
  - e. Page designs can be accepted, and the contents can be single pages or back to back;
  - f. Compile all documents together and orderly in a form of an album;
  - g. The compiled documentation or bidbook must be scanned following the order of arrangement, page by page including the pictures, as is, where is. Save file in PDF, submit soft copy via email, & hard copy to our office. All nominations are qualified for the People's Choice Category. Please see criteria and rules in our Website and Facebook account/page for more information;
  - h. Nominee must retain a duplicate copy of all submission.
4. The Nomination Form must be duly notarized. Nominee is required to sign each page of the documentation bidbook.
5. Documentation bidbook must be submitted in one (1) single sealed envelope.
6. Nomination forms and other materials are available at the TOFARM Office, Local JCI Partner Organizations, and at our official website - [www.tofarm.org](http://www.tofarm.org).
7. TOFARM will be accepting nomination/entries from the date of official launch up to the last day. Date and time shall be posted in our official website and official social media sites.
8. Soft copy nomination and bid should be submitted online before shipping the hard copy. This is to secure your official entry pending the hard copy bidbook for judges. A template can be requested from our office to facilitate submissions following the required format. The required sequence are:
  - a. Notarized nomination form.
  - b. 5' x 7' latest color photo along with your executive summary;
  - c. Prepare your criteria sheets with supporting photos. Criteria pages should be sequenced base on the supplied guide. Total criteria sheets should be no more than 30 pages.
  - d. Submission of video of the nominee via our official email is encouraged.
9. Submit the soft copy of the entire bid as PDF to [tofarmphils@universalharvester.com](mailto:tofarmphils@universalharvester.com) and [tofarmphils@gmail.com](mailto:tofarmphils@gmail.com) and have our office confirm the email.
10. Submit the complete hard copy bid using a clear binder or similar format to TOFARM Philippines Office, Universal Harvester, Inc.
11. User may change or edit the submission anytime before the said date and time of closure. Please regularly check our official website and our two official Facebook accounts for updates and deadline.



**GENERAL RULES IN NOMINATION**

1. Submission of nomination form is open to everyone. Any person or organization may nominate in one or more category.
2. Nomination should be made on the prescribed TOFARM nomination form, duly signed by nominator and nominee, written in English, Filipino or mix of both.
3. The nominee, upon signing the nomination form, attest to the truthfulness and accuracy of all information submitted therein; agrees and authorizes the TOFARM search and award committee to verify the information and publish the documentations submitted; indicative also of the nominee’s willingness to attend the awarding ceremony.
4. The TOFARM search and award committee shall be the exclusive authority over the search and award of The Outstanding Farmers of the Philippines and reserves the right to resolve any issues arising from the undertaking, including the rejection of specific nomination.
5. A screening process of each nomination will be conducted. The nomination complying to the requirements will be endorsed to the Panel of Judges, those found insufficient will be returned for compliance.
6. It is imperative that the nominee sends all entries to the prescribed official emails and mailing address written in this nomination form, and disclose relevant material facts and information whether favorable and/or unfavorable to give an objective and complete perspective of their character and integrity as part of the evaluation.

**ELIGIBILITY OF NOMINEE**

**Individual Category**

1. Filipino citizen in good standing (without criminal records or conviction in any court of justice of the Philippines) whose work in agriculture is presently within the Philippines.
2. The nominee and his/her work has been confirmed existing by any nearest one (1) local Junior Chamber International (JCI) Organization, and the “nomination form” signed by its president (JCI Local Organization); Note: JCI Local Organization must seek assistance of LGU Agriculturist during the nomination period.
3. A work of an individual or nomination of a work of an individual shall be submitted only once. The same work cannot be submitted for more than one category. If a work is made by more than one individual, only one person can be nominated in behalf of the other, else, the nomination is submitted to the group category.
4. Work that has been conferred by TOFARM shall not be eligible for the current year nomination, however, any person may be nominated again, in a new or different work or category.
5. In the category of “Outstanding Young Farmer,” the nominee must be in the age of 18-40 years old during the period of January 1 to December 31 of the awarding year.

**Group Category**

1. Group(s) of individual Filipino citizens whose work in agriculture is presently within the Philippines.
2. The group nominee and their work has been verified existing by any nearest JCI Chapter. Note: JCI Local Organization must seek assistance of LGU Agriculturist during the nomination period.
3. Work of a group shall be submitted only once. No member shall submit the same work more than once under different category.
4. Group work that has been conferred by TOFARM shall not be eligible for the current year nomination, however, any group may be nominated again, in a new or different work or category.

**Inquiries or submission for the search and award of The Outstanding Farmers of the Philippines, please contact:**

**Salvador C. Guingab**

Project Director, TOFARM Philippines  
CSR Projects Head, Universal Harvester, Inc.

**Atty. Ma. Karen A. Baldonado-Guillermo**

General Legal Counsel  
National Chairperson, JCI Philippines

**TOFARM Philippines Office**

Harvester Corporate Center, 10th Floor, 158 P. Tuazon Blvd.  
corner 7th Ave., Cubao, 1109 Quezon City  
Tel. No. (02) 8 709-5001 Official Website: [www.tofarm.org](http://www.tofarm.org)  
Inquiry: [info@tofarm.org](mailto:info@tofarm.org) Submissions: [tofarmphils@gmail.com](mailto:tofarmphils@gmail.com)  
[tofarmphils@universalharvester.com](mailto:tofarmphils@universalharvester.com)

**JCI Philippines**

JCI Philippines Headquarters,  
14 Don A. Roces Avenue, 1103 Quezon City  
Telefax: (02) 8 863-8819  
Website: [www.jciphilippines.com](http://www.jciphilippines.com)  
2023tofarm@gmail.com • [attykaren85@gmail.com](mailto:attykaren85@gmail.com)