



Kabalikat ng magsasaka



TOFARM

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

NOMINATION FORM

Visit www.tofarm.org for more details



ABOUT THE SEARCH AND AWARD FOR THE OUTSTANDING FARMERS OF THE PHILIPPINES

The search and award for farmers is an initiative of Universal Harvester, Inc. together with partner organizations since 2012. This is an award program in recognition of the resiliency, ingenuity, and the strength of our hard working Filipino farmers. The program 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 and public employees, and business entities in both rural and urban areas/centers.

GOAL OF THE PROGRAM

To foster steady increase of youth venturing in the agriculture sector, invigorating investment and scientific advancement to achieve sustainable food supply.

OBJECTIVES OF THE PROGRAM

1. Institutionalize the initiative for the search and award.
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. Promote the agriculture sector's best practices, techniques and technology.
6. Raise funds to support capacity building and laboratory facility for the farmers.
7. Establish relevant impact of the project through advocacy and support to: i) food supply conservation, and ii) patronage in Filipino produce.
8. Recognize the outstanding individuals and groups in the field of agriculture from the various sectors in the country.

CATEGORIES & CRITERIA

- **Farmer** (Rice, Corn, Coconut, Sugarcane, High value crops, organic, 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 animal, 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 circulars and future notice for latest update.



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 PhP100,000.00 cash and a TOFARM Award Plate;
- The Silver Awardees from all categories will receive a TOFARM Award Plate.

EVALUATION OF 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.

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):

Facsimile:

Email Address:

No. of Members:

NOMINEE'S INFORMATION SHEET FOR INDIVIDUAL CATEGORY ONLY

CATEGORY:

First Name:

Telephone:

Middle Name:

Facsimile:

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 & 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 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.

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 Ave., Cubao, Quezon City
(02) 8 709-5001
Email: tofarmphils@universalharvester.com / tofarmphils@gmail.com

TOFARM Search and Awards. 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 manual at the website URL address: www.tofarm.org.
- Step 2: Complete the information required in the nomination form.
- Step 3: Seek assistance of your local partner organization, or your local agriculture officer, or your local DepEd Teachers, or your local religious leaders for endorsing (as nominator) the entry.
- Step 4: Complete the scrapbook album or documentation of entry following the “submission requirement” and the “guide to preparing the documentation.”
- Step 5: Seal in properly marked envelope and send to TOFARM Secretariat Office. For online submissions, go to www.tofarm.org to access the online nomination software.

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) minute video of the subject farm or work place such as in the fisheries or livestock. 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 acceptable.
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**, letter sized (8.5”x11”) white paper;
 - e. Compile all documents together and orderly in a form of an album;
 - f. The compiled documentation or scrapbook album 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 (in CD) with hard copy. The soft copy will be uploaded in the website for the “People’s Choice Category.” Please see criteria details for more information;
 - g. Nominee must retain duplicate copy of all submission.
4. The Nomination Form must be duly notarized. Nominee is required to sign each page of the documentation album.
5. Documentation scrapbook album must be submitted in one (1) single sealed envelope. Only the officer authorized by the Panel of Judges can open the document for screening purpose. The envelope shall be marked as follows; Category: xx Name of Nominee: xx Address: xx Contact Number: xx.
6. Nomination forms and other materials are available at the TOFARM Office, Local Partner Organizations, and thru download at the www.tofarm.org.
7. TOFARM will be accepting nomination/entries starting June 1 and ends September 30 at 11:00 PM; unless stated otherwise through official notice (via online posts and circulars);
8. Nominations may be submitted online. A template is provided for users to facilitate submissions following the required format. The requirements are:
 - a. 5’ x 7’ latest color photo along with the other pictures and document. Store file separately and label accordingly;
 - b. Sign-up and register your email address, profile and password. Remember to keep the username and password for use as access to the online nomination page;
 - c. The Online Nomination facility will be open until September 30, 11:00 PM. User may upload, change or edit its nomination anytime and date before the said date of closure.

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 (Birth Certificate or similar proof of nationality will no longer be required).
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. Those 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 discloses 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 a representative of a Local Partner Organization, and the "nomination form" signed by its President. Note: Local Partner Organization may seek assistance from the LGU Agriculturist during the "validation" 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 of life (meaning different 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 confirmed existing by a representative of a Local Partner Organization, and the "nomination form" signed by its President.
Note: Local Partner Organization may seek assistance from the LGU Agriculturist during the "validation" 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 undertaking (meaning different category).

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

TOFARM Philippines Office

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7th/8th Avenue, Cubao, Quezon City
Telephone: 02 8 709 5001
Website: www.tofarm.org Email: tofarmphils@gmail.com