

## Exchange Visitor Program Committee in the Philippines

### RESOLUTION NO. 01-2007

#### REINSTITUTING THE ALTERNATIVE ARRANGEMENTS IN LIEU OF THE TWO-YEAR HOME-COUNTRY PHYSICAL PRESENCE REQUIREMENT

**WHEREAS**, the Exchange Visitor Program (EVP) Committee in the Philippines is mandated to promulgate policies, rules and regulations to implement Philippine participation in the program;

**WHEREAS**, the EVP Committee issued Resolution No. 02-2006, "Removal of Alternative Arrangements in Lieu of the Two-Year Home-Country Physical Presence Requirement" in September 2006 which removed the alternative arrangement as one of the criteria for the issuance of a No Objection Statement;

**WHEREAS**, the EVP Committee recognized the need to ensure that the Philippines benefits from its participation in the EVP without jeopardizing the opportunity of Filipino EVP participants for self-actualization;

**WHEREAS**, the EVP Committee agreed to re-adopt the policy of exploring alternative arrangements for the transfer and build-up of knowledge and technology in lieu of the two-year home-country physical presence requirement under the EVP;

**RESOLVED THEREFORE**, that the EVP Committee hereby reinstates the alternative arrangement as one of the criteria for the issuance of a No Objection Statement, reinstating and amending therefore sections 15 to 18 of the Guidelines and Procedures on the Waiver of the Two-Year Home-Country Residency Requirement for Exchange Visitor Program Participants as follows:

##### ***Section 15. Alternative Arrangement***

*If the reasons of the applicant do not fall within the criteria set for the granting of NOS, and the applicant has presented valid and reasonable justifications for his / her request, the EVP Committee may require the applicant to submit the following additional supporting documents as appropriate for further evaluation:*

- a. Curriculum vitae*
- b. Conditional letter of offer from the training institution in the US, and certifying the participant's good standing; and*
- c. Proof of income of the family being supported in the Philippines.*

*After evaluating said additional requirements, the EVP Committee may offer the alternative arrangement in lieu of the two-year home-residency requirement, which shall require the EVP participant to undertake a project with two components involving (1) developing and implementing a transfer of technology project and (2) sponsorship of an enhancement training for an identified beneficiary in their particular field of expertise. The project proposal must benefit a particular sector and address national priorities as provided for in the Medium Term Philippine Development Plan or as identified by the President of the Republic of the Philippines.*

## **Section 16. Procedures for Alternative Arrangement**

*The procedure and requirements in the processing and evaluation of NOS applications under the alternative arrangement are as follows:*

- I. *Project Proposal*
  - a. *Within 30 days from receipt of notification from the EVP Committee, the applicant shall initially submit a project proposal (2 copies) to the EVP Committee Secretariat;*
  - b. *The project proposal must identify a Philippine government agency or private institution with the proper recommendation of the agency concerned, which shall serve as partner or counterpart institution. The partner institution shall assist in the implementation of the project and assess its impact against the objective of technology and knowledge transfer. Only proposals that have been endorsed by the head of the identified partner agency/institution or his/her duly authorized representative shall be reviewed and processed by the EVP Committee. For proposals involving lectures / seminars / workshops, the project must be implemented for 5 days (equivalent to 40 hours) with at least 30 qualified participants. For teachers, the project must also be implemented on a division level.*
  - c. *The EVP Committee Secretariat shall circulate the project proposal, with the partner agency endorsement, to the EVP Committee for technical evaluation. The EVP Committee may also seek the technical review of other non-member agencies or institutions to determine possible benefits of the project proposal vis-a-vis the objectives of technology transfer.*
  - d. *The EVP Committee shall inform the applicant of any action regarding his/her project proposal. The applicant shall be expected to respond or make appropriate revisions on the proposal, if required. After the proposal has been approved in a technical review, the applicant shall submit the final version of his/her proposal in eleven (11) copies to the EVP Committee Secretariat for onward transmittal to the other members of the EVP Committee.*
  - e. *The approved project proposal shall be covered by a memorandum of agreement to be signed by the applicant, the partner institution, and the representative of the EVP Committee to ensure commitment of the parties involved to implement the project. Prior to implementation, the applicant must notify the EVP Committee Secretariat about the details of his / her implementation (i.e., dates, time and venue) for monitoring purposes.*
  - f. *The Project implementation must be conducted physically by the EVP participant applying for NOS.*

## II. Enhancement Training Sponsorship Project

- a. After the EVP Committee's approval of the project proposal, the EVP participant shall transfer the amount of One Thousand Five Hundred US Dollars (\$1,500.00) to the EVP Committee through the CFO's trust account as sponsorship for the enhancement training of an identified beneficiary in their particular field of expertise.

Account name:	Commission on Filipinos Overseas
Account no.:	000012-1149-23
Swift Code:	TLBPPHMMMA
Bank name:	Land Bank of the Philippines
Branch:	Intramuros, Manila

- b. The EVP participant shall designate the EVP Committee as its authorized representative in coordinating with the beneficiaries on all matters pertaining to his / her involvement in the enhancement training sponsorship.
- c. The EVP Committee, through the CFO, shall serve as fund manager and shall implement the enhancement training sponsorship project following the guidelines of the CFO's *Lingkod sa Kapwa Pilipino (LINKAPIL)* or *Link for Philippine Development Program*.
- d. The EVP participant shall identify a qualified beneficiary that shall receive the sponsorship. If he / she does not know of a beneficiary, he / she may seek assistance from the EVP Committee.
- e. The EVP Committee, through the CFO, shall coordinate with the identified beneficiary. A Memorandum of Agreement shall be executed between the EVP participant, EVP Committee and the beneficiary, defining the responsibilities of the parties involved.
- f. The CFO, in behalf of the EVP Committee, shall be responsible for the disbursement of funds to the beneficiary as well as monitoring the performance of the beneficiary. The EVP Committee, through the CFO, shall submit reports on the implementation of the project to the EVP participant.
- g. The EVP Committee shall not assume further obligation or responsibility to the EVP participant in regard to his / her status in the United States beyond the issuance of a No Objection Statement to the waiver of the two-year home-country residency requirement.

### **Sec. 17. Project Proposal Format**

The format for the project proposal is as follows:

- a. Project Title. This section should reflect the title/name by which the project will be officially referred to.

- b. Rationale. This section should include the current status of the particular sector/institution in the Philippines relative to the expertise or technology to be introduced by the project, including the need for the expertise or technology being offered. The projected benefits to a particular sector(s)/institution(s) in the Philippines must be clearly stated. This section should also introduce the field of expertise of the exchange visitor, i.e. academic background, professional experience, professional affiliations, etc., and elaborate on the reasons for the choice of the project relative to the exchange visitor's field of expertise and to the objectives of the EVP.
- c. Objectives. This section should contain the general and specific objectives of the proposed undertaking.
- d. Project Description. This section should contain the background of the project. It must define the specific elements of the project and how these are expected to contribute to the realization of the major objectives and specific results. The project description should discuss the kind of input or contributions that the volunteer will be delivering in the course of his or her volunteer work. Project viability and sustainability must also be described in this section.
- e. Operation/Methodology. This section should describe the steps or stages for the implementation or conduct of the project. It must elaborate on how the transfer of technology/knowledge to a particular sector/institution in the Philippines will be effected. If the proponent will be collaborating with local or international institutions, this section should explain how these institutions will be helping in the project, the respective roles of the proponent and the collaborating institution, as well as the funding sources.
- f. Projected Output/End Results. This section should reflect specific projected outputs/results or outcomes of the project, which must be expressed in quantifiable/measurable and qualitative terms, as well as ways by which to sustain the benefits of the project. This section should also clearly state the target beneficiaries of the project.
- g. Inputs and Budget. Major inputs required for the production of outputs should be presented on a table format. It should specify organizations, equipment, services and travel if applicable. The total cost of the project should be indicated, including the funding details.
- h. Project Evaluation and Monitoring. This section should include the mechanics/scheme for the evaluation and monitoring of the project. The indicators for the evaluation have to be clearly specified.
- i. Timeline. This section should provide the detail of the duration for each of the stages in the implementation of the project, including the specific year/date when the project proposal is to be started and completed. Project proposals must be implementable within two (2) years, and must include at least one (1) working visit of the proponent in the Philippines in connection with the project.
- j. References. At least three local and three overseas references with their street and/or postal addresses and telephone numbers should be indicated under this section.

- k. Other Requirements. A transmittal request/letter should accompany the project proposal.

**Sec. 18. Project Monitoring and Approval of Application**

The exchange visitor who has been offered the alternative arrangement is expected to work with his/her partner institutions in the Philippines for the implementation/completion of his/her project proposal.

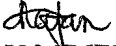
- a. The EVP Committee shall monitor activities in connection with the implementation of projects under the alternative arrangements.
- b. The proponent and partner institution shall submit a terminal report (11 copies) detailing the outcome/results of the project. The applicant shall also be required to submit a project module (5 copies) to the EVP Committee Secretariat, for approval, within thirty (30) days after completion of the project. The module is intended to serve as a guide for private and public institutions that may wish to replicate the project in the future.

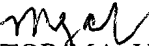
The approval of the terminal report by the EVP Committee shall serve as basis for the granting of the No Objection Statement to the EVP participant. The EVP Committee shall inform the Philippine Embassy in Washington, D.C. of the approval of the NOS, for endorsement to the US Department of State.

**RESOLVED FURTHER**, that the alternative arrangement shall only be offered to qualified EVP participants until such time that the Committee has approved a reintegration scheme for returning EVP participants who have completed their exchange program.

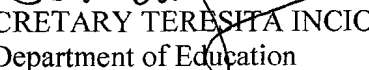
**ADOPTED** this 23<sup>rd</sup> day of August 2007 during the 68<sup>th</sup> regular meeting of the EVP Committee in Manila, Philippines.

  
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*am*

  
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