



Republic of the Philippines  
**SOUTHERN LEYTE STATE UNIVERSITY**  
Main Campus, Sogod, Southern Leyte  
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## CALL FOR NOMINATIONS / APPLICATION

Everybody is encouraged to submit his/her nomination for the different awards & recognition as indicated in the SLSU PRAISE. Nomination forms are available at the HR Office, and the deadline of submission is on **February 4, 2022.**

All nominations/applications shall either be submitted to the HR Office or shall be dropped at the PACD suggestion box.

The following are the different types of awards with corresponding eligibility for your reference. For inquiries and further clarifications, please see the secretariat at the HRM Office.

Type of Award	Eligibility	Criteria	Categories and corresponding points to qualify
<b>Faculty of the Year /</b>	The award is limited to employees who have worked at SLSU for a minimum of two (2) years, regardless of position/academic rank and employment status  <b>Categories for Faculty of the Year :</b> Professor, Associate Professors, Assistant Professors, Instructors	Exemplary Achievement and Performance = 50 % Excellence In Student/Client Service/ Personal Interaction = 20 % Outstanding Education Support/ Initiative and Creativity = 30 %	Instructors = 50 points Asst Prof = 55 points Asso Prof = 60 points Professor = 65 points
<b>Staff of the Year /</b>	<b>Categories for Staff of the Year:</b> Administrative Officers, Administrative Assistants, Administrative Aides	Exemplary Achievement and Performance = 40 % Excellence In Client Service/ Personal Interaction = 30 % Outstanding Education Support/ Initiative and Creativity = 30 %	Admin Aide = 50 points Admin Assistant = 55 points Admin Officers & Non-academic personnel = 60points

<b>Outstanding Executive of the Year</b>	<b><i>Outstanding Executive of the Year</i></b> (Directors/ Assistant Directors/ College Deands/ Division Heads)	Exemplary Achievement and Performance = 45 % Excellence In Client Service/ Personal Interaction = 25 % Outstanding Education Support/ Initiative and Creativity = 30 %	
<b>Researcher Award</b>	 The award is open to all employees, be it permanent, temporary, casual, contractual, part time or job order who have rendered continuous service in SLSU for at least two (2) years for administrative staff and four (4) semesters for faculty immediately preceding the nomination; and have not committed any acts of plagiarism, and intellectual dishonesty ( <i>for Researcher Award</i> ), and unprofessionalism in the community ( <i>for Extensionists Award</i> ).	Productivity maximum of 25 points Consultancy maximum of 15 points Utilization maximum of 15 points Fellow/Member of Research Organizations maximum of 15 points	Senior Researcher = 68 points  Junior Researcher = 60 points
<b>Extensionists Award</b>		Social Impact 20% Economic Impact 20% Environmental Impact 20% No. of Beneficiaries/Clients 20% Utilization by the Beneficiaries/Clients 20%	Extensionists garnering a rating of at least 90% for their extension services will be granted this award
<b>Extra Mile Award</b>	The award is limited to faculty or staff who has worked as SLSU for a minimum of two (2) years, regardless of position/ academic rank and employment status	Performance of non-mandatory functions = 60 % High impact results/ benefits = 40 %	Extra Mile nominee garnering a rating of at least 80% will be granted this award.



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## AWARD NOMINATION FORM

### SLSU Major Awards

- |  |   |
|--|---|
| <input type="checkbox"/> Faculty of the Year               | <input type="checkbox"/> Researcher Award   |
| <input type="checkbox"/> Staff of the Year                 | <input type="checkbox"/> Extensionist Award |
| <input type="checkbox"/> Outstanding Executive of the Year | <input type="checkbox"/> Extra Mile Award   |

### SLSU Special Awards

- |   |  |
|---|--|
| <input type="checkbox"/> Pearly White Award   | <input type="checkbox"/> Backpacker Award  |
| <input type="checkbox"/> Cliff Jumper Award   | <input type="checkbox"/> Face Lifter Award |
| <input type="checkbox"/> Mountain Mover Award | <input type="checkbox"/> Achievement Award |

### BACKGROUND DATA:

Name of Nominee: \_\_\_\_\_

College/Department/Unit: \_\_\_\_\_

Present Position: \_\_\_\_\_

Number of years in the service: \_\_\_\_\_

### NOMINATOR INFORMATION:

Name (Print) \_\_\_\_\_

Signature: \_\_\_\_\_

DATE OF NOMINATION: \_\_\_\_\_

### NOMINATION JUSTIFICATION

*(Please explain why this employee deserves the award.)*

