Subject: AMENDMENT TO MEMORANDUM CIRCULAR NO. 001, SERIES OF 2003, OTHERWISE
KNOWN AS “REVISED IMPLEMENTING GUIDELINES ON THE HONORARIA TO
PERSONNEL WHOSE SERVICES ARE ENGAGED BY THE NATIONAL SCIENCE AND
TECHNOLOGY SYSTEM”

The amendment to Memorandum Circular (MC) No. 001, Series of 2003, is hereby prescribed as
follows:

1. WHEREAS, sub-section 2.6 of Section 2 (Definition of Terms) of M.C. 001 Series of 2003 is
hereby amended to read as follows:

“2.6 Program Leader/Manager/Director - one who directly plans, organizes, supervises
the overall activities of an S&T program and is directly responsible for the conduct of at
least one of the projects under said program.”

2. WHEREAS, Section 3- Rates of Honoraria of MC No. 001, Series of 2003 is hereby amended
as follows:

“ 3. Rates of Honoraria

3.1 Program/Project

3.1.1 Researcher

Program Leader
(at least) 1 - 2 projects 10,200/mo.
3 - 4 projects 11,600/mo.
5 or more 14,600/mo.

Project leader

PhP 8,800/mo./project

Project Staff

Level 3

PhP 7,500/mo./project
(SG 24, S8)

Level 2

PhP 6,000/mo./project
(SG 18, S8)

Level 1

PhP 4,800/mo./project
(SG 15, S8)
3.1.2 Program/Project Coordinator

1 – 3 programs/projects
4 or more projects

PhP 4,400/qtr.
PhP 6,600/qtr.

Program/Project Support Staff

Level 2
PhP 1,500/qtr.
Level 1
PhP 1,000/qtr.

3.1.3 S&T Consultant

On-call basis
(as Referee/evaluator)

PhP 3,000/consultation

3.2 Special Activity/Assignment

3.2.1 Commodity Team / Technical Panel

Commodity Team Leader/
Technical Panel Chairman
PhP 6,000/mo.

Commodity Team Member/
Technical Panel Member
PhP 3,000/mo.

3.2.3 Inter-Agency Committee (IAC) working Group

IAC/WG Chairman
PhP 3,000/mtg.

IAC/WG Member
PhP 2,700/mtg.

IAC/WG Support Staff
Level 2
PhP 1,400/mtg.

Level 1
900/mtg.

3.2.4 Training

Training Coordinator
PhP 1,400/day

Training Resource Person
Lecture
PhP 1,400/hour
Laboratory
840/hour

Training Support Staff
Level 2
1,100/day
Level 1
600/day

3.2.5 Board of Judges/Evaluation Panel

For National S & T Awards
Chairperson PhP 3,000/mtg.
Member PhP 2,700/mtg.

3.3 National Policy-making Body/ Governing Council
Chairman PhP 8,800/mtg.
Vice-Chair/Member PhP 8,300/mtg.

The honoraria shall not exceed two (2) meetings per month.

3.4 Technical Advisory Committee/Steering Committee
Council /Institute/ Other Equivalent National Technical Advisory Body/Steering Committee PhP 5,900/mtg.

The honoraria shall not exceed two (2) meetings per month.

3. WHEREAS, under section 5 (Limitations /Exemption) of M.C. No. 001, S. of 2003, the following provisions are hereby added:

xxx

5.8 The number of programs to be handled by a program leader shall not exceed two (2) programs at a time.

5.9 The number of projects to be handled by a project leader shall not exceed two (2) projects at a time. However, in case of researches or undertakings with limited number of experts, the project leader may be allowed to handle a maximum of four (4) projects at a time provided that his/her track record shall be evaluated by the Agency Head and Monitoring Council/Agency concerned. After evaluation has been undertaken and it is found that the project leader may efficiently handle 4 projects at a time, the Agency Head and Monitoring Council/Agency concerned shall endorse the same in writing to the DOST-GIA EXECOM or Funding Agency as the case may be, for approval.

5.10 A project staff shall only be allowed to handle a maximum of two projects at a time.

This Circular shall take effect fifteen days after its publication in the Official Gazette or newspaper of general circulation and provisions of M.C. No. 001'S. 2003 not affected thereby shall remain valid and subsisting.

ESTRELLA F. ALABASTRO
Secretary

DOST-OSEC
OSEC 09-4SS44
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