



REPUBLIC OF THE PHILIPPINES  
**DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT**  
 DILG-NAPOLCOM Center, EDSA corner Quezon Avenue  
 West Triangle, Quezon City



MEMORANDUM CIRCULAR

No. 2015-85

TO : ALL PROVINCIAL GOVERNORS, CITY MAYORS, MUNICIPAL MAYORS, PUNONG BARANGAYS, DILG REGIONAL DIRECTORS, AND OTHERS CONCERNED

SUBJECT : CALL FOR NOMINEES FOR THE ASSOCIATION OF SOUTHEAST ASIAN NATIONS (ASEAN) PEOPLES' AWARD (APA)

DATE : August 5, 2015

As one of the commemorative activities to celebrate the establishment of the ASEAN Community 2015, the ASEAN Peoples' Award – Philippines (APA-PH) Selection Committee has issued the Call for nominees for the APA. The award, with the theme 'Building a Vibrant and Resilient ASEAN Community', seeks to recognize and honor ASEAN Member States' individuals and organizations, public or private, which have made outstanding contributions towards creating a strong and relevant ASEAN Community.

These contributions to ASEAN community building efforts may be in the areas of political, social and cultural development, economic integration, youth and livelihood, volunteerism, community development and empowerment, and may be achievements and innovations in the areas of wide-community and voluntary activities, poverty eradication, rural development, charity work and contributions in education, research and publication, and entrepreneurship, among others.

Attached are the announcement for the Call for Nominees, Selection Criteria and the Nomination Form as approved by the APA-PH Selection Committee. For further queries and details regarding the APA, all interested parties are advised to coordinate directly with the ASEAN Philippines Office through telephone numbers (02) 834-3247 and 831-8951.

All completed nomination forms and supporting documents must be emailed to [apa.philippines@gmail.com](mailto:apa.philippines@gmail.com) not later than August 16, 2015.

In view thereof, all DILG Regional Directors are hereby directed to cause the widest dissemination of this Memorandum Circular within their respective jurisdictions.

For the information and guidance of all concerned.

*Mar Roxas*  
 MAR ROXAS  
 Secretary



DILG-OSLC OUTGOING 15-02918

## CALL FOR NOMINEES

### ASEAN PEOPLES' AWARD "BUILDING A VIBRANT AND RESILIENT ASEAN COMMUNITY"

The ASEAN Peoples' Award (APA) is established to honor the ASEAN Member State's citizens and/or public/ private organizations who have made outstanding contributions toward the creation of a united, prosperous and caring ASEAN Community, including, among others, in the areas of political, social and cultural development, economic integration, youth and livelihood, education, volunteerism, community development and empowerment. This award is one of the commemorative activities to celebrate the establishment of the ASEAN Community in 2015.

One (1) National Recipient from the Philippines will be selected by the APA-PH Selection Committee. The Selection Committee is composed of representatives from the Philippine secretariats for Political-Security Community, Economic Community and Socio-Cultural Community.


The award presentation ceremony will be held at the sidelines of the 27th ASEAN Summit in Malaysia in November 2015. Malaysia, as ASEAN Chair, will provide the airfare and accommodation of the National Recipient. The National Recipient will also be awarded a grant of 10,000 USD. The purpose of this grant is to encourage them to continue their current activities by providing a one-off financial grant.

#### SELECTION CRITERIA FOR THE ASEAN PEOPLES' AWARD

1. Any Filipino citizen or any organization registered with the Securities and Exchange Commission (SEC) may be nominated for the ASEAN Peoples' Award.
2. The nominees' achievements must be in accordance with ASEAN Principles and Purposes.
3. The nominee must have shown outstanding or significant service or contribution to benefit the Filipino people or nation. The contribution will be verified by the number of policies (government agencies) issued and the projects (organizations / individuals) conducted.
4. The initiative was able to raise social consciousness in terms of manifesting strong community spirit, or leading or actively participating in projects or other activities for the common good. The initiative can be verified by the number of beneficiaries.
5. The nominee must have shown dedication and commitment in pursuing activities to contribute to progress and development in the Philippines, or to the betterment of the region.
6. The nominee must have contributed towards critical issues in society as evidenced through community identified impact. Community impact is defined as active citizenship that results in enhanced community capacity to address key societal issues within an

Identified community of interest. The nominating entity must provide evidence of how the Filipino People, nation or ASEAN region has benefited as a result of the initiative.

7. The nominee, if selected to be one of the Recipients, must agree to showcase his/her/the organization's work and achievement during the Announcement and Prize Giving Ceremony.
8. The Award shall not be conferred to an organization or individual with criminal record or involvement with any misconduct or illegal activities.

  
**LUIS T. CRUZ**  
Director-General  
ASEAN-Philippines National Secretariat

**RULES ON THE FILING OF NOMINATIONS:**

1. Self-nomination and third party nomination by any Filipino citizen or any SEC registered group is allowed.
2. Nomination forms must be completed and should accordingly include all required information, particularly a summary of the work or relevant contribution of the individual or organization being nominated.
3. The contribution of the nominee should be specifically described, whether personal or professional service, material or financial contribution, or technology, skill or know-how.
4. Completed nomination forms must be submitted via email [apa.philippines@gmail.com](mailto:apa.philippines@gmail.com) on/or before 16 August 2015.
5. The nominee or nominating party must submit any additional requirements that may be deemed necessary by the APA-PH Selection Committee.

**DEADLINE FOR SUBMISSION:**

All nominations for the ASEAN Peoples' Award must be submitted via email on/or before 16 August 2015.

Non-submission of the required documents will be a cause for disqualification of the nominee.

For more information / clarification, please contact:

*ASEAN Peoples' Award Philippines Selection Committee*  
[apa.philippines@gmail.com](mailto:apa.philippines@gmail.com)  
834-4431



**Attachments:**

1. Picture / Organization Logo
2. Summary of Accomplishments and Contributions
3. Certificates of Merit / Citations
4. Testimonials / Other References

*Note: Please write NA (Not Applicable) for appropriate fields. Incomplete nomination form will not be processed.*

**I. Information about the Nominee**

- A. Name:
- B. Address:
- C. Contact details:
  - Telephone No.:
  - Email Address:

<a href="#">View Profile</a>
Recent (242)
High Resolution

**( FOR INDIVIDUALS ONLY )**

- D. Date of Birth:
- E. Country of Birth:
- F. Citizenship:
- G. Sex:

**II. Educational Background:**

Course/ Degree/ Program	School/ College/ University	Year	Academic Honors/ Awards

**I. Summary of Professional Work / Work History**  
(Use additional sheets as necessary)

Designation/ Position	Office/ Company/ Organization	Brief Description of Functions and Responsibilities	Years of Service

**(FOR ORGANIZATIONS ONLY)**

**J. Type of Organization:**

- Association
- Cooperative
- Partnership
- Corporation
- Federation
- Others (please specify): \_\_\_\_\_

**K. When and Where Established:**

**L. Mission/ Objectives of the Organization:**

**M. Officers of the Organization:**



- II. Description of the Nature and Impact of his/her/the organization's related-community projects/programmes**  
 (Please arrange chronologically and enclose copies of certifications, annual reports and other supporting documents. Use additional sheets as necessary)

Title of Project/ Programme	Nature of Beneficiaries	Description of Project / Programmes (Components)	Impact

- III. Description of his/her/the organization's future community projects/ programmes**  
 (Please arrange chronologically and enclose other supporting documents. Use additional sheets as necessary)

Title of Project/ Programme	Nature of Beneficiaries	Description of Project / Programmes (Components)	Coverage

- IV. Evidence of Awards / Citations / Honors/ Achievements**  
 (Please arrange chronologically and enclose copies of certifications or supporting documents. Use additional sheets as necessary)

Awards/ Honors/ Citations/Achievements	Conferred by	When Conferred

V. Testimonials

(Please list and submit testimonials from at least three (3) competent persons or beneficiaries. Additional references may be included. Use additional sheets as necessary)

Witness or Beneficiary	Profession / Designation	Address	Contact Details

VI. Nominating Party

- A. Name:
- B. Address:
- C. Contact Details:
- D. Email:
- E. Signature:

***Please email all nomination form and supporting documents at [apa.philippines@gmail.com](mailto:apa.philippines@gmail.com) not later than 16 August 2015.***





**Attachments:**

1. Picture / Organization Logo
2. Summary of Accomplishments and Contributions
3. Certificates of Merit / Citations
4. Testimonials / Other References

*Note: Please write NA (Not Applicable) for appropriate fields. Incomplete nomination form will not be processed.*

**I. Information about the Nominee**

- A. Name:  
B. Address:  
C. Contact details:  
    > Telephone No.:  
    > Email Address:



**FOR INDIVIDUALS ONLY**

- D. Date of Birth:  
E. Country of Birth:  
F. Citizenship:  
G. Sex:

**H. Educational Background:**

Course/ Degree/ Program	School/ College/ University	Year	Academic Honors/ Awards

**I. Summary of Professional Work / Work History**  
(Use additional sheets as necessary)

Designation/ Position	Office/ Company/ Organization	Brief Description of Functions and Responsibilities	Years of Service

**(FOR ORGANIZATIONS ONLY)**

**J. Type of Organization:**

- Association
- Cooperative
- Partnership
- Corporation
- Federation
- Others (please specify): \_\_\_\_\_

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Awards/ Honors/ Citations/Achievements	Conferred by	When Conferred

V. Testimonials

(Please list and submit testimonials from at least three (3) competent persons or beneficiaries. Additional references may be included. Use additional sheets as necessary)

Witness or Beneficiary	Profession / Designation	Address	Contact Details

VI. Nominating Party

- A. Name:
- B. Address:
- C. Contact Details:
- D. Email:
- E. Signature:

***Please email all nomination form and supporting documents at [apa.philippines@gmail.com](mailto:apa.philippines@gmail.com) not later than 16 August 2015.***