



MEMORANDUM ORDER

NO. 17

Series of 2022

SUBJECT : REVISED GUIDELINES FOR THE CONDUCT OF THE 2022 BAI IN-HOUSE RESEARCH AND DEVELOPMENT (R&D) REVIEW

To facilitate the conduct of the BAI R&D In-House Review on August 23-25, 2022 due to the unavailability of enough traveling funds, below are some modifications to the Memorandum Order No. 09 series of 2022.

A. PRESENTATION OF R&D PAPERS

1) Presentation entries shall be either in Microsoft PowerPoint format [i.e. for BAI-LRDD and FOG Central Office FGO-CO]] or in audio-visual presentation [i.e. for the 6 Research Development Centers (RDCs) of BAI] and must be submitted to bai.inhousereview2022@gmail.com, cc: lrdd@bai.gov.ph on or before **August 18, 2022 (Thursday)**.

Below is the maximum time allotment for the presentation and the question and answer portion.

R&D PAPER	ORAL PRESENTATION TIME (MINUTES)	QUESTION AND ANSWER (MINUTES)
Completed	20	10
On-going	20	10
Proposal	15	15

2) At least one of the authors must be present during the question and answer (Q&A) portion either face-to-face (i.e., for presenters from LRDD and FOG-CO) or online/WebEx (i.e., for presenters from 6 RDCs) have the option to answer the questions face-to-face or online whichever they prefer.

3) For online presenters, a webcam must be available and shall be turned on during the Q&A. A panel of judges will be formed with at least three (3) members with different fields



of specialization/expertise representing each invited R&D institution. The panel of judges shall be given priority to ask questions. If time permits, questions from the audience may also be entertained. Time allotment during presentation shall be strictly enforced therefore, presentations should be limited to the main point of the paper.

4) Flash cards or buzzer will be used to inform the presenters of the remaining time (5 minutes and 2 minutes) before he/she has to end the presentation.

5) Papers will be evaluated and rated by a panel of judges. The criteria in judging the competing papers under Research and

Development Categories are the following:

A.1. COMPLETED PROJECTS

A.1.1. Research Category

CRITERIA	MAXIMUM POINTS (%)
1. Creativity, originality, and quality of work	15
2. Significance of findings ○ Contribution to knowledge/S&T advancement ○ Relevance to national/regional development	40
3. Manuscript/write-up	30
4. Presentation	15
Total	100

A.1.2. Development Category- includes projects or work outputs emanating from a systematic application or adoption of knowledge, technologies, or innovations directed towards the production of useful products and materials, equipment, devices, systems, and processes.

CRITERIA	MAXIMUM POINTS (%)
1. Creativity, originality, and quality of work	15
2. Significance of findings ○ Social acceptability ○ Technical feasibility ○ Financial/economic viability ○ Environmental soundness ○ Political acceptability	40
3. Manuscript/write-up	30
4. Presentation	15
TOTAL	100



A.2. ON-GOING PROJECTS

On-going R&D projects can be presented annually while it is not yet completed, for monitoring purposes. **However, ongoing projects can only be presented once for competition.**

Research and the Development Categories

CRITERIA	MAXIMUM POINTS (%)
1. Statement and identification of research problem	10
2. Scientific thought, creativity, originality, impact and viability	15
3. Research design, procedures, materials, methods, initial results	25
4. On-time completion of research activities	10
5. Manuscript/write-up	25
6. Presentation	15
TOTAL	100

7) Points given by the judges will be tabulated to obtain the average scores.

8) **Only those whose average scores reached 80% can qualify as winners for both completed and ongoing research.**

9) The decision of the selected panel of judges is final.

B. AWARDING OF WINNERS

To accentuate the importance of research and development works of the Bureau of Animal Industry (BAI), an incentive to researchers/authors in the form of cash prizes will be awarded to the winners of the 2022 BAI In-House R&D Review, following the guidelines and mechanics below.

1) Top 3 entry papers per category (i.e. research and development categories) will be selected as winners. Winners will receive certificates of recognition and the following cash prizes.

B.1. For the completed R&D project,

RANKING	Amount (in PhP)
1 st	15,000.00
2 nd	10,000.00
3 rd	7,000.00

Aside from the three (3) winners mentioned above, entry papers that reached an average score of 80% will receive PhP2,000.00.

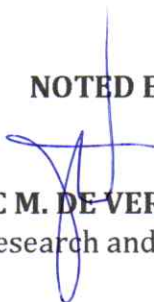
B.2. For ongoing R&D project,

RANKING	Amount (in PhP)
1 st	5,000.00
2 nd	3,000.00
3 rd	1,500.00

2) The Technology Packaging and Transfer Section (TPTS) of the BAI-LRDD will automatically endorse the winning completed papers for presentation in scientific fora, and conventions, among others, and/or for publication in refereed journals.

3) The winners will be announced and their certificates will be awarded during the Awarding Ceremony.

NOTED BY:



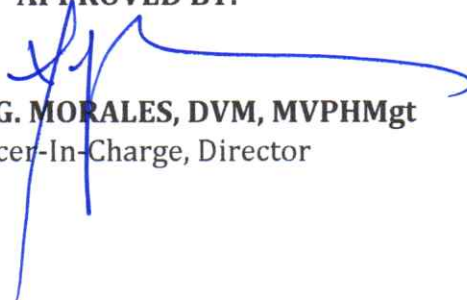
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