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**2023 PMAP Awards**

Data Form

THE PEOPLE MANAGER OF THE YEAR (PMY) AWARD

Public Sector

Name of the Company \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**The People Manager of the Year (PMY) Award**

**in Public Sector**

The People Manager of the Year (PMY) Award in Public Sector recognizes the HR practitioner or people leader who has imbibed and modeled the strategic role of human resources in the organizations he/she has been connected with. The awardee has championed exceptional people management initiatives and programs addressing organizational challenges and people’s needs. The awardee continues to make a significant contribution to the development of the HR profession, and is actively involved in advocacy and community work.

With a solid educational and training background, the awardee carries an outstanding record of related professional experiences. He/she strives to continuously achieve personal mastery and a balanced life and is well-reputed for his/her integrity, fairness, and sincerity.

As a minimum standard, the nominee should meet the core/behavioral and HR functional competency standards set by PMAP’s Philippine Society of Fellows in People Management for the Fellow in People Management (FPM) level. (\*not necessarily accredited by the Society).

***Link*** *towards the PSOF Competencies (****Competencies in Human Resource Management****): https://pmap.org.ph/pmap-awards/*

**Criteria for the Award**

1. Solid Track Record in HR 50%
2. Contribution to the HR Profession 20%
3. Personal Mastery 20%
4. Social Advocacy and Community Involvement 10%
5. **Solid Track Record in HR (50%)**

With a thorough understanding of the needs of the organization and its stakeholders, the candidate is able to develop a people road map aligned with the values, vision, and directions of the organization. He/she has outstanding management and execution competencies with an evident positive impact on organizational performance and delivery of services.

1. **Contribution to the HR Profession (20%)**

The candidate is a strong advocate in the development of the HR profession. He/she has influenced the evolution of human resource practices by his/her active involvement in various organizations like PMAP where the HR professional has occupied various roles. Other ways of contributing to the profession include speaking engagements, best practices sharing, research, and publications.

1. **Personal Mastery (20%)**

This refers to the individual’s ability to harmonize the different facets of his/her life, be it personal or professional. The candidate demonstrates a thorough knowledge of his/her profession and can lead and manage with a growth mindset. He/she espouses continuous self-development in various aspects of life (physical, emotional, social, psychological), and is well-known to exhibit fairness, integrity, and sensitivity.

1. **Social Advocacy and Community Involvement (10%)**

The candidate is a well-reputed advocate for universal social/human principles such as corporate citizenship, corporate integrity/ethics, human rights, decent work and decent workplace, family responsiveness, equal employment opportunities, diversity, and inclusion, etc. He/she imbibes the spirit of giving back and is actively involved in advocacies that address key community development such as health, education, livelihood, climate and environment, disaster management, etc. The candidate is a role model in spreading the spirit of volunteerism seen through the advocacies he/she stands for.

Part 1

Instructions, Confidentiality Undertaking, Authorizations, Certifications

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Instructions for Filling Up the Data Form

1. Please supply ALL data required.
2. As a general rule, the more complete the data you provide, the better the Awards Team and Board of Judges can evaluate your nomination.
3. Follow the format provided.
4. When submitting this data form, **send a PDF copy** through email to awards@pmap.org.ph (cc: mavy.medrano@pmap.org.ph)
5. If you have any questions concerning this data form, please contact the Awards Secretariat through:

**People Management Association of the Philippines (PMAP) Secretariat**

mobile: 0945 883 8453

email: awards@pmap.org.ph (cc: mavy.medrano@pmap.org.ph)

Deadline of submission of Data Forms is **May 31, 2023.**

Confidentiality Undertaking

All information provided is strictly confidential and will be used only for purposes of evaluating your organization for the Award. Only the shortlisted candidates will be disclosed to the Board of Judges.

Contact Person

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Official Designation \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Company Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Number (Telephone & Mobile) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Authorizations and Certifications

**By the Organization**

 I am the Chairman/Executive Director/Mayor of **(Name of Organization/LGU)**. I am fully aware that Mr./Ms. **(Name of candidate)**, our **(Official Designation of candidate),** is a candidate for the 2023 search for the People Manager of the Year (PMY) of the People Management Association of the Philippines (PMAP).

 As Head of the organization, I hereby authorize the People Management Association of the Philippines (PMAP) to conduct business and/or reference checks to ascertain the accuracy of the information provided.

 I hereby certify to the best of my knowledge and ability that all the information provided herein are true and accurate.

 I hereby accept that the decision of the Board of Judges is final and unappealable.

I hereby acknowledge that the documents provided shall be deemed property of the People Management Association of the Philippines (PMAP).

I hereby provide consent that if our candidate will be named as the 2023 People Manager of the Year, we will be fully supportive of his/her active involvement in the organization during his/her term as the 2023 PMY.

In the event of becoming a regional/national finalist or awardee, I hereby grant permission that the information in this form may be used for purposes of educational projects related to the Awards Program such as articles and publications.

In the event of becoming a regional and/or national awardee, I hereby agree to be present at the Awards Ceremonies.

**MUST** be signed by: President, GM or CEO of the company

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Official Designation \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Company Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Number (Telephone & Mobile) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*\*PMAP ensures the protection of your submitted data in accordance with the Data Privacy Law. PMAP gathers this information to be used solely for the assessment of the PMAP Awards program.*

**By the PMY Candidate**

 I, **(Name of Candidate)**, representing **(Name of Organization/LGU)**, as a candidate for the 2023 Search for the People Manager of the Year (PMY) of the People Management Association of the Philippines (PMAP), commit and agree to the following:

 I hereby authorize the People Management Association of the Philippines (PMAP) to conduct business and/or reference checks to ascertain the accuracy of the information provided.

 I hereby accept that the decision of the Board of Judges is final and unappealable.

In the event of becoming a regional/national finalist or awardee, I hereby grant permission that the information in this form may be used for purposes of educational projects related to the Awards Program such as articles and publications.

 If named the 2023 People Manager of the Year, I commit to actively participate in the activities of PMAP and support and promote the objectives of the organization during my term.

**MUST** be signed by the PMY Candidate

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Official Designation \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Company Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Number (Telephone & Mobile) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Part 2

Organization and HR Information

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**A PMY nomination is appreciated within the context of the organization and the HR environment of the candidate. Undeniably, a PMY awardee is likewise appreciated in the same context by the general public. Hence, this requirement for organization and HR information.**

Please provide the information requested below:

1. **Brief Introduction of the Organization**
	1. Please provide a concise description of your organization–purpose, values, vision, and mission. **Provide any and all such information you deem important for purposes of the Awards competition.**
	2. Submit a copy of the company’s Annual Report for the **last three (3) fiscal years** (2022,2021, and 2020)
2. Organizational Structure

2.1 Submit top-level functional table of organization of the organization

2.2 Submit detailed functional table of organization of the HR unit

1. Employee Demographics (for years 2022, 2021, 2020)

3.1 Type of Employment --Direct Hires/Organic Employees

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Regular | Probationary | Non- permanent | Total | Average Age | Average Tenure |
|  | Male | Female | Male | Female | Male | Female | Male | Female |
| Rank & File, clerk, technician |  |  |  |  |  |  |  |  |  |  |
| Specialist/Professional |  |  |  |  |  |  |  |  |  |  |
| Supervisory/Managerial |  |  |  |  |  |  |  |  |  |  |
| Executive |  |  |  |  |  |  |  |  |  |  |
| Total |  |  |  |  |  |  |  |  |  |  |

##  \*Non-permanent employees: project, contract, seasonal, fixed-term, casual, job order

## 3.2 Employees of outsourced jobs and services located within the organization’s premises

## Please list what functions are being done by these employees (ex. security, janitorial, logistics, medical, graphics design, etc.)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **Financial Reports (in Philippine Peso)**

|  |  |  |  |
| --- | --- | --- | --- |
|  | 2022 | 2021 | 2020 |
| Assets |  |  |  |
| Liabilities |  |  |  |
| Equity |  |  |  |
|  |  |  |  |
| Revenue/Sales |  |  |  |
| Operating Expenses |  |  |  |
| Net Income  |  |  |  |

For verification purposes, audited financial reports for the past three years (e.g. FS / P&L, Balance Sheet) shall be made available upon request

\*Put N/A if not applicable

1. **PER CAPITA Labor Expenses for the Past 3 Years (in Philippine Peso)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Labor Expense** | **Description** | **2022** | **2021** | **2020** |
| Total Pay  | Wages salaries, allowances bonuses, profit share, commissions  |  |  |  |
| Employee Benefits  | **I**nclude statutory benefits |  |  |  |
| Employee Acquisition  | RecruitmentSelectionRelocationOnboarding |  |  |  |
| Learning and Development, OD | Job TrainingBehavioral Training, team building, MBA, etc. |  |  |  |
| OSH | Include pandemic related |  |  |  |
| Others | Labor-related expenses |  |  |  |
| **Total Labor Cost PER CAPITA** |  |  |  |

1. **Workforce Productivity**

Please provide below your measures of labor productivity (ex. output / labor input; standard hours/ actual hours; service output per capita; sales output per capita, KRAs, KPIs, etc.)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Metrics** | **Description** | **2022** | **2021** | **2020** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

1. HR Performance Metrics

 Please indicate key HR performance metrics being monitored by your organization. You may add other metrics aside from those mentioned in the table.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Key Performance Metric(Indicators: absenteeism, net promoter score, offer acceptance rates) | Brief Description | 2022 | 2021 | 2020 |
| Goal | Actual | Goal | Actual | Goal | Actual |
| Employee Turnover / Attrition Rate |  |  |  |  |  |  |  |
| Employee Satisfaction/ experience survey Rate |  |  |  |  |  |  |  |
| Learning & Development Man Hours Per Employee |  |  |  |  |  |  |  |
| Time to Fill Vacancies |  |  |  |  |  |  |  |
| Internal Promotion Rate |  |  |  |  |  |  |  |
| “authorized cause” terminations |  |  |  |  |  |  |  |
| “Just cause” Terminations  |  |  |  |  |  |  |  |
| Others |  |  |  |  |  |  |  |

*\*Attrition rate is computed as:*

(2022 Total no. of regular employees resigned/terminated)

(No. of employees at start of FY + No. of employees at end of FY) / 2

8. Total Rewards

**8.1.** What is your organization’s compensation philosophy/basis for pay determination.

 Legal minimum

 Labor market:

What comparison group? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What percentile rank? \_\_\_\_\_\_\_\_\_\_

 Internal equity

 Gain sharing

 Performance-based

 Skills /Education/Competency-based

 Others (Please explain) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**8.2 Ratios**

|  |  |  |  |
| --- | --- | --- | --- |
| **Percentage** | **2022** | **2021** | **2020** |
| Benefits costs over Total Pay cost |  |  |  |
| Variable Compensation over Fixed Compensation |  |  |  |
| % difference in pay + benefits cost, female over male --Rank and File, Clerks, Technicians |  |  |  |
| % difference in pay + benefits cost, female over male --specialists, professionals |  |  |  |
| % difference in pay + benefits cost, female over male -- Supervisory, Managerial |  |  |  |
| % difference in pay + benefits cost between Rank and File employees and Supervisors |  |  |  |
| % difference in pay + benefits cost between Supervisors and Managers |  |  |  |
| % difference in pay + benefits cost between Managers and Executives |  |  |  |

9. Employee / Labor Relations

9.1 Union Information (If Applicable)

|  |  |
| --- | --- |
| Name of Majority Union: |  |
| Affiliation of Union: |  |
| Date of CBA Period: | From: \_\_\_\_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Total Number of Union Members |  |
| Total Number of Non-Union members |  |

**9.2** Please declare any labor case/s (filed from 2018-2022) and their current status.

**9.3** Please provide a copy of your employee handbook

**10. Governance-Related**

 PMAP Awards due diligence requires the declaration of any business governance issues/cases such as corporate citizenship/social enterprise, ethics & integrity, regulatory compliance, disclosures/transparency, fraud/corruption/bribery, environment, conflicts of interest, stakeholders’ rights, etc. If you have or had cases or issues within the past three (3) years particularly with regulators such as SEC, DTI, BOI/PEZA, etc., BOC, BIR, DENR, DOH, DOJ, DOLE and attached agencies, LGU, and the like. Kindly list down the description, year of occurrence, and status to date.

|  |  |  |
| --- | --- | --- |
| **Description** | **Year of Occurrence** | **Current Status** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

Part 3

PMY Candidate Information and Due Diligence Declaration

 Candidate Information

1. **PERSONAL INFORMATION**

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home Tel No \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Organization’s Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Organization’s Tel No \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of Birth \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Place of Birth \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mobile No \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-mail Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **PROFESSIONAL DEVELOPMENT**
2. **Formal Degree Programs Attended and Completed (Attach Transcript)**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Institution | Inclusive Yearsof Attendance | Degree Earned |
| Bachelor’s Degree |  |  |  |
| Graduate Studies |  |  |  |
| Studies in Progress |  |  |  |

1. **Non-Degree Study Programs: Certificate Workshops, Seminars and Other Formal Study Programs** **(You may use a separate sheet as needed)**

|  |  |  |  |
| --- | --- | --- | --- |
| Program Title | Program Sponsoror Organizer | Number of Hours | Inclusive Dates |
|  |  |  |  |
|  |  |  |  |
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1. **Other Learning and Study Programs: Conferences, Fora, Symposia, Colloquia, Organized Study and Observation Tours Attended (You may use a separate sheet)**

|  |  |  |
| --- | --- | --- |
| Program Title | Program Sponsor or Organizer | Inclusive Dates |
|  |  |  |
|  |  |  |
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1. **PROFESSIONAL PRACTICE AND EMPLOYMENT**

(List chronologically starting with most recent, use a separate sheet as needed)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Employer | Position Title | Period Covered | Organizational Level/Reporting Relationship | Key Areas/Function Covered | Major Contribution |
|  |  |  |  |  |  |
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1. **PROFESSIONAL EXPERIENCE IN TRAINING, TEACHING, SPEAKING ENGAGEMENT, ETC.**

 Indicate “D” for Degree Program Teaching.

|  |  |  |  |
| --- | --- | --- | --- |
| Subject | Institution/Organization | Status(Full-time orPart-time)\* | Inclusive Years |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

 \*If for Degree Program Teaching

1. **PUBLICATIONS AND RESEARCHES (Authored or Co-authored)**

|  |  |  |
| --- | --- | --- |
| Title: Books, Articles and Researches | Publisher and Publications | Date |
|  |  |  |
|  |  |  |
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1. **ORGANIZATIONAL AFFILIATIONS**
2. **IN PMAP**

|  |  |  |
| --- | --- | --- |
| **Position Held** | **Inclusive Dates** | **Key Contributions** |
|  |  |  |
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 **B. IN OTHER ORGANIZATIONS**

|  |  |  |
| --- | --- | --- |
| **Position Held** | **Inclusive Dates** | **Key Contributions** |
|  |  |  |
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**Due Diligence Declaration by PMY Candidate**

**PMAP Awards due diligence requires the declaration of issues or cases that may derogate the value of the PMY awards. Examples are in the nature of ethics and conduct issues ranging from administrative issues to full-blown criminal suits. If you have or had cases or issues within the past five years, kindly list down below the description, year of occurrence, and status to date.**

|  |  |  |
| --- | --- | --- |
| **Description** | **Year of Occurrence** | **Status to Date** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

PART 4: PMY AWARDS CRITERIA

**(Candidate to Respond)**

1. Solid Track Record in HR (50%)
	1. **Describe how your role has been recognized as a key executive in the organization(s) you have been with for the past ten years.**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* 1. **Cite your most valuable contribution relating the overall strategic direction of the organization(s) you have been with for the past 10 years.** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
	2. **Describe the extent of your involvement in the organization’s risk management, and related activities such as business continuity and crisis management** **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
	3. **Describe an actual critical incident that exemplifies the depth and breadth of your impact in the decision-making in any of the organizations you have been with for the past five years.** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
	4. **Describe how you have elevated and maintained the Human Resource Management function to a stature equal to other management functions such as Finance, Marketing, Sales, and Operations in the organization(s) you have been with for the past five years. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
	5. **Describe at least one (1) innovative and high-impact HR program that you have personally created and successfully implemented.**

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* 1. **Cite an actual incident that best describes your ability to relate with superiors, peers, staff, employees, government regulators, customers, and suppliers \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
	2. **How do you create and maintain harmonious employer-employee relations?**

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1. Contributions to the HR Profession (20%)
	1. What HR-related topic are you most asked to be a speaker or resource person of? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
	2. If you are currently involved in any special HRM development project or program, please give a brief description. What motivated you to do this or the research/ publications you listed in your information above?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* 1. What form of recognition have you received from your employer(s) in the past ten years for your valuable contributions to the HR profession such as but not limited to: lecturer, resource speaker, panelist, etc. in various HR discussions, assemblies, conferences, etc?

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

* 1. **What value has accrued to your organization as a result of your involvement with PMAP?** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
	2. **What value has accrued to you personally as a result of your involvement with PMAP?** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
1. **Personal Mastery (20%)**
	1. **Please describe your philosophy of life. How does this relate to your professional life?**

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* 1. **What do you do to continue developing yourself as a whole person, i.e. your physical, emotional, social, and psychological well-being?**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

* 1. **Please describe your personal life and family life priorities. How do you manage to balance them with your work priorities? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
	2. **Describe how you build and sustain your personal reputation for integrity, ethics, interpersonal sensitivity, and fairness. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
1. Social Advocacy and Community Involvement (20%)
	1. Please describe the extent of your involvement in the creation, deployment, and sustenance of policies and programs related to universal human/social principles. These principles are typically socially sensitive issues such as corporate citizenship, Integrity/ethics, human rights, decent work and decent workplace, climate and environment, family responsiveness, harassment, violence in the workplace, equal employment opportunity/ non-discrimination/ diversity and inclusion (e.g. gender equality, single parents, PWD, LBGTQ+), etc. Cite examples of these policies and programs.

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

* 1. **Please describe your community development involvements. Include results and extent of impact to the community. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
	2. **Please describe how your community involvement relates with your role as head of HR in your organization. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Part 5**

**Justification for the Award**

**Please provide below a summary of your thoughts as to why your candidacy is to be awarded the PMY in Public Sector for 2023. Include anything that may not have been covered in this data form. Attach additional supporting materials you believe will support your candidacy.**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

THANK YOU FOR COMPLETING THIS DATA FORM!

Please submit the PMY Data Form and all other requirements **ONLINE**

to the PMAP Awards Team at

awards@pmap.org.ph (cc: mavy.medrano@pmap.org.ph)

on or before

**May 31, 2023**

Photo and video documentation of activities (with comprehensive captions) may also be attached to support your nomination.

Once submitted, kindly wait for a response from the Awards Team to ensure that the nomination has been received.

For inquiries, contact Marvilyn Medrano

0945 883 8453

mavy.medrano@pmap.org.ph

**PEOPLE MANAGEMENT ASSOCIATION OF THE PHILIPPINES (PMAP)**

[www.pmap.org.ph](http://www.pmap.org.ph)

awards@pmap.org.ph