

B. Proposal Evaluation and Regional Director’s Appropriate Action

CLIENT STEPS	AGENCY ACTIONS	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Submit Project proposal with complete documents	1. Technical Assessment Committee (TAC) Evaluation	None	3 working days	TAC Members
	2. Preparation of 1st Evaluation of Project Proposal		4 hours	TAC Secretariat
	3. Compliance to comments of TAC evaluators		3 working days	Provincial Science and Technology Center Staff
	4. Endorsement and submission to Regional Office		1 working day	Provincial Science and Technology Director
	5. Preparation and recommendation of Final TAC Report		1 working day	TAC Secretariat and TAC Members
	6. Regional Director’s (RD's) Appropriate Action		1 working day	Regional Director
	7. Inform customer on the RD’s final action		1 working day	TAC Secretariat and Provincial Science and Technology Director