



Republic of the Philippines
NATIONAL STATISTICAL COORDINATION BOARD
STATISTICAL SURVEY NOTIFICATION FORM

PLEASE READ ATTACHED INSTRUCTIONS BEFORE COMPLETING THIS FORM

I. GENERAL INFORMATION

1 Title of the statistical survey:

2011 Survey on Research and Development (R&D) Expenditures and Human Resources

Legal basis: Pursuant to E.O. 128, DOST monitors Scientific and Technological (S&T) activities particularly the performance of R&D in the country. R&D statistics are among the S&T indicators collected by DOST

3.1 Proponent agency Name Department of Science and Technology (DOST) Address Gen. Santos Ave., Bicutan, Taguig, MM	3.2 Conducting agency Name DOST- Planning and Evaluation Service (DOST-PES) Address Gen. Santos Ave., Bicutan, Taguig, MM
3.3 Other cooperating agencies DOST-SFU, DOST Regional Offices	3.4 Funding source/s (Specify) a <input checked="" type="checkbox"/> Gov't of the Phils. (GOP) _____ b <input type="checkbox"/> Local private _____ c <input type="checkbox"/> Foreign _____
3.5 Consultants <i>Name of organization/person</i>	<i>Nature of consultancy service</i>
4 Objectives and relevance of the survey (Cite specific use of the data to be collected, or programs/issues to be addressed.) Gather statistical data on research and development activities of government agencies, higher education institutions and private non-profit institutions for the period January 1 to December 31, 2011. The survey results will serve as basis for setting R&D directions and priority areas as well as formulate better policies and programs. The results will be used to update indicators on S&T.	
5.1 Status of survey a <input type="checkbox"/> Existing (Proceed to 5.2) b <input checked="" type="checkbox"/> New (Proceed to 5.3)	5.2 Status of survey form/questionnaire a <input type="checkbox"/> Existing statistical survey form being reported to the NSCB for the first time. What year was this first used? _____ b <input checked="" type="checkbox"/> Existing form for clearance renewal with revision. c <input type="checkbox"/> Existing form for clearance renewal without revision. If b or c, give previous clearance no. _____
5.3 Is this survey a rider to another survey? a <input type="checkbox"/> Yes. (Specify) b <input checked="" type="checkbox"/> No	5.4 Is this survey a component of a national or international program? a <input type="checkbox"/> Yes. (Specify) b <input checked="" type="checkbox"/> No

II. TECHNICAL DESCRIPTION				
1 Type and number of respondents				
<i>Type of respondent</i>		<i>Size of universe</i>	<i>Size of sample</i>	<i>Expected response rate</i>
a <input type="checkbox"/> Individual				
b <input type="checkbox"/> Household				
c <input type="checkbox"/> Establishment				
d <input type="checkbox"/> Enterprise				
e <input checked="" type="checkbox"/> Government agency		232	90 %	
f <input checked="" type="checkbox"/> Others (Specify)				
➤ HEIs		713	90 %	
➤ PNPIs		70	90 %	
2 Reference period of the survey January 1 to December 31, 2011	3 Geographical area covered by the survey, e.g., Phils., Region IV, etc. Philippines (nationwide)	4 Geographic disaggregation of the data to be produced		
a <input type="checkbox"/> National	b <input checked="" type="checkbox"/> Regional	c <input type="checkbox"/> Provincial	d <input type="checkbox"/> Others (Specify)	
a <input type="checkbox"/> One-shot	d <input type="checkbox"/> Annually	a <input checked="" type="checkbox"/> Personal interview	c <input checked="" type="checkbox"/> Telephone	
b <input type="checkbox"/> Monthly	e <input checked="" type="checkbox"/> Others (Specify) <u>Biennial</u>	b <input checked="" type="checkbox"/> Mail	d <input checked="" type="checkbox"/> Others (Specify) Fax; Email	
5 Frequency of data collection				
6 Method of data collection (Check as many as applicable)				
7 Survey questionnaire titles				
<i>Form No.</i>	<i>Form Title</i>			
DOST RD-1	2011 Survey on Research and Development Expenditures and Human Resources in Government Sector			
DOST RD-2	2011 Survey on Research and Development Expenditures and Human Resources in Higher Education Sector			
DOST RD-3	2011 Survey on Research and Development Expenditures and Human Resources in Private Non-Profit Sector			
8 Major data items to be collected (e.g., family income and expenditures, employment, compensation, prices) R&D Expenditures, R&D Personnel, R&D Projects, Patents and copyrights applied, Institutions funded for R&D activity, Scientific publications				

9 List of tables and other outputs to be generated (attach table formats)

(Please refer to attached List of Output Tables for 2011 R&D Survey with table formats)

10 Type of data processing (Check as many as applicable)

- a Manual
- b Microcomputer
- c Minicomputer
- d Mainframe computer

11 Statistical classification systems used

- a Phil. Standard Commodity Classification (PSCC)
- b Phil. Standard Geographic Code (PSGC)
- c Phil. Standard Industry Classification (PSIC)
- d Phil. Standard Occupational Classification (PSOC)
- e Phil. Standard Classification of Education (PSCED)
- f Others (Specify)
UNESCO Classification for Fields of Science and Technology

12 Brief description of the sampling design and estimation procedure.

(The details should be attached in separate sheet. If complete information is available in survey proposal, attach copy instead.)

a) Desired level of reliability and the proposed statistical measure to be used for assessing such reliability (e.g., standard errors of means)

90 % reliability

b) Type of sampling design (The details should be attached in separate sheet.)

Proposed respondents is a total enumeration of all government agencies, HEIs and PNPIs with records of having conducted R&D activity in the past years; agencies/institutions which have R&D budgets

- Listing from the government agencies was derived from Member-institutions of the 5 DOST Sectoral Planning Councils' Consortia, agencies which were endorsed to DBM for R&D funding by the DOST-ICC and all other agencies covered in the 2009 R&D Survey.
-
- For HEIs, listing were derived from the CHED Directory. Categories for choosing includes, HEIs which are CHED recognized Centers of excellence and Centers of Development, Schools with research centers, DOST-ICC endorsed SUCs and all other HEIs covered in the 2009 R&D Survey and which have conducted R&D for the past 3 survey years.
-
- For Private Non-Profit Institutions (PNPIs), all DOST accredited foundations were included in this survey plus other PNPIs which are engaged in S&T activities;

c) *Sampling unit (per stage if applicable)*

For government agencies, sampling units are selected down to the bureau and institute level. For HEIs, each school campus is counted as one respondent-institution except for big schools such as UP System, DLSU, ADMU, UST, Leyte State Univ., Mindanao State U, etc. where department or institute levels were considered as statistical units.

d) *Domain*
Regional

e) *Sampling frame (see attached list)*

f) *Sample size (total per sector)*

- Gov't. Agencies – 232
- HEIs - 713
- NGOs –70

g) *Method of determining sample size*
(please see "b")

h) *Estimation procedure (The details and formulas should be attached in separate sheet.)*

none

i) *Imputation procedure for non-response*
None

13. Statistical analysis of results (e.g., descriptive, multivariate)

Descriptive

III. ESTIMATED DIRECT COST OF SURVEY (in pesos)

1 Personal Services	0	3 Capital Outlay	0
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(Use additional sheets if necessary)

2 Maintenance and Other Operating Expenses	P 1,485,700	TOTAL COST	P 1,485,700
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IV. TIMETABLE OF ACTIVITIES

Stage	Schedule	Agency Responsible
A. Planning and preparation		
1 Formulation of survey design <i>(to include formulation of objectives, scope and coverage; development of methodology; formulation of sampling design and frame; design of table formats; preparation of questionnaire and manuals and validation of list of survey respondents)</i>	(same as previous surveys)	
2 Submission to NSCB for review of survey design <i>(allow 15 days after submission of all required documents)</i>		
5 Finalization of questionnaires and manuals	February 2012	DOST-PES
6 Printing of questionnaires and manuals	April 2012	DOST-PES
B. Field operations		
1 Orientation/Training of Regional Enumerators	May – June 2012	DOST-PES
2 Distribution and collection of questionnaires	July – September 2012	Cooperating Agencies: DOST-PES, DOST- SFU, and DOST Regional Offices
3 Field editing	Upon collection	Cooperating agencies
C. Data processing		
1 Office editing	September 2012	DOST-PES
2 Data encoding	September 2012	DOST-PES, Coop. Agencies
3 Verification	October 2012	DOST-PES, Coop. Agencies
4 Tabulation	November 2012	DOST-PES
D. Report preparation		
1 Analysis and interpretation of data	November 2012	DOST-PES
2 Report writing	November 2012	DOST-PES
E. Release of survey results	November 2012	DOST-PES
PREPARED BY (Contact Person)	APPROVING OFFICIAL FOR REQUESTING AGENCY	
Signature	Signature	
Printed Name TERENCIA B. ABARQUEZ	Printed Name BERNIE S. JUSTIMBASTE	
Designation Planning Officer IV	Tel. No. 8372071 local 2075	Designation Director, PES
Date Prepared March 2012	Date Approved	

(Use additional sheets if necessary)



Republic of the Philippines

Philippine Statistics Authority

STATISTICAL SURVEY NOTIFICATION FORM

PLEASE READ ATTACHED INSTRUCTIONS BEFORE COMPLETING THIS FORM

I. GENERAL INFORMATION

1 Title of the statistical survey

2013 Survey on Research and Development (R&D) Expenditures and Human Resources

2 Legal basis

Pursuant to E.O. 128, DOST monitors Scientific and Technological (S&T) activities particularly the performance of R&D in the country. R&D statistics are among the S&T indicators collected by DOST

3.1 Proponent agency

Name **Department of Science and Technology (DOST)**
Address **Gen. Santos Ave., Bicutan, Taguig, MM**

3.2 Conducting agency

Name **DOST- Planning and Evaluation Service (DOST-PES)**
Address **Gen. Santos Ave., Bicutan, Taguig, MM**

3.3 Other cooperating agencies

DOST-SFU, DOST Regional Offices

3.4 Funding source/s (Specify)

- a Gov't of the Phils. (GOP) _____
b Local private _____
c Foreign _____

3.5 Consultants

Name of organization/person

Nature of consultancy service

4 Objectives and relevance of the survey (Cite specific use of the data to be collected, or programs/issues to be addressed.)

Gather statistical data on research and development activities of government agencies, higher education institutions and private non-profit institutions for the period January 1 to December 31, 2013. The survey results will serve as basis for setting R&D directions and priority areas as well as formulate better policies and programs. The results will be used to update indicators on S&T.

5.1 Status of survey

- a Existing (Proceed to 5.2)
b New (Proceed to 5.3)

5.2 Status of survey form/questionnaire

- a Existing statistical survey form being reported for the first time. What year was this first used? _____
b Existing form for clearance renewal with revision.
c Existing form for clearance renewal without revision.
If b or c, give previous clearance no. _____

5.3 Is this survey a rider to another survey?

- a Yes (Specify) _____
b No _____

5.4 Is this survey a component of a national or international program?

- a Yes (Specify) _____
b No _____

II. TECHNICAL DESCRIPTION

1 Type and number of respondents			
Type of respondent	Size of universe	Size of sample	Expected response rate
a <input type="checkbox"/> Individual			
b <input type="checkbox"/> Household			
c <input type="checkbox"/> Establishment			
d <input type="checkbox"/> Enterprise			
e <input checked="" type="checkbox"/> Government agency			
f <input checked="" type="checkbox"/> Others (Specify) ▪ Public HEIs ▪ Private HEIs ▪ PNPIs			
2 Reference period of the survey January 1 to December 31, 2013	3 Geographical area covered by the survey, e.g., Phils., Region IV, etc. Philippines (nationwide)	4 Geographic disaggregation of the data to be produced a <input checked="" type="checkbox"/> National b <input checked="" type="checkbox"/> Regional c <input checked="" type="checkbox"/> Provincial d <input type="checkbox"/> Others (Specify) Fax, Email, On-line questionnaire	
5 Frequency of data collection a <input type="checkbox"/> One-shot d <input type="checkbox"/> Annually b <input type="checkbox"/> Monthly e <input checked="" type="checkbox"/> Others (Specify) c <input type="checkbox"/> Quarterly Biennial	6 Method of data collection (Check as many as applicable) a <input checked="" type="checkbox"/> Personal interview b <input checked="" type="checkbox"/> Mail	c <input checked="" type="checkbox"/> Telephone d <input checked="" type="checkbox"/> Others (Specify) Fax, Email, On-line questionnaire	
7 Survey questionnaire titles			
Form No.	Form Title		
DOST RD-1	2013 Survey on Research and Development Expenditures and Human Resources in Government Sector		
DOST RD-2	2013 Survey on Research and Development Expenditures and Human Resources in the Public Higher Education Sector		
DOST RD-3	2013 Survey on Research and Development Expenditures and Human Resources in the Private Higher Education Sector		
DOST RD-4	2013 Survey on Research and Development Expenditures and Human Resources in Private Non-Profit Sector		
8 Major data items to be collected (e.g., family income and expenditures, employment, compensation, prices) R&D Expenditures, R&D Personnel, R&D Projects, Patents and copyrights applied, Institutions funded for R&D activity, Scientific publications			
9 List of tables and other outputs to be generated (attach table formats) (Please refer to attached List of Output Tables for 2013 R&D Survey with table formats)			
10 Type of data processing (Check as many as applicable) a <input checked="" type="checkbox"/> Manual b <input checked="" type="checkbox"/> Microcomputer c <input type="checkbox"/> Minicomputer d <input type="checkbox"/> Mainframe computer	11 Statistical classification systems used (Check as many as applicable) a <input type="checkbox"/> Phil. Standard Commodity Classification (PSCC) b <input checked="" type="checkbox"/> Phil. Standard Geographic Code (PSGC) c <input type="checkbox"/> Phil. Standard Industry Classification (PSIC) d <input checked="" type="checkbox"/> Phil. Standard Occupational Classification (PSOC) e <input checked="" type="checkbox"/> Phil. Standard Classification of Education (PSCED) f <input checked="" type="checkbox"/> Others (Specify) UNESCO Classification for Fields of Science and Technology		

12 Brief description of the sampling design and estimation procedure.

(The details should be attached in separate sheet. If complete information is available in survey proposal, attach copy instead.)

a) Desired level of reliability and the proposed statistical measure to be used for assessing such reliability (e.g., standard errors of means)

90 % reliability

b) Type of sampling design (The details should be attached in separate sheet.)

Proposed respondents is a total enumeration of all government agencies, HEIs and PNPIs with records of having conducted R&D activity in the past years; agencies/institutions which have R&D budgets

- Listing from the government agencies was derived from Member-institutions of the 5 DOST Sectoral Planning Councils' Consortia, agencies which were endorsed to DBM for R&D funding by the DOST-ICC and all other agencies covered in the 2011 R&D Survey.
- For HEIs, listing were derived from the CHED Directory. Categories for choosing includes, HEIs which are CHED recognized Centers of excellence and Centers of Development, Schools with research centers, DOST-JCC endorsed SUCs and all other HEIs covered in the 2011 R&D Survey and which have conducted R&D for the past 3 survey years.
- For Private Non-Profit Institutions (PNPIs), all DOST accredited foundations were included in this survey plus other PNPIs which are engaged in S&T activities;

c) Sampling unit (per stage if applicable)

For government agencies, sampling units are selected down to the bureau and institute level. For HEIs, each school campus is counted as one respondent-institution except for big schools such as UP System, DLSU, ADMU, UST, Leyte State Univ., Mindanao State Univ., etc. where department or institute levels were considered as statistical units.

d) Domain

Regional

e) Sampling frame

f) Sample size (total, per stratum/cluster/stage)

- Gov't Agencies – 208
- Public HEIs - 417
- Private HEIs - 294
- NGOs -52

g) Method of determining sample size

h) Estimation procedure (The details and formulas should be attached in separate sheet.)

i) Imputation procedure for non-response

13 Statistical analysis of results (e.g., descriptive, multivariate)

Descriptive

III. ESTIMATED DIRECT COST OF SURVEY (in pesos)

1 Personal Services 0	3 Capital Outlay 0
2 Maintenance and Other Operating Expenses <u>P 1,317,000</u>	TOTAL COST <u>P 1,317,000</u>

IV. TIMETABLE OF ACTIVITIES

<i>Stage</i>	<i>Schedule</i>	<i>Agency Responsible</i>
A. Planning and preparation		
1. Formulation of survey design <i>(to include formulation of objectives, scope and coverage; development of methodology; formulation of sampling design and frame; design of table formats; preparation of questionnaire and manuals)</i>	April – June, 2014	DOST-PES
2. Pre-test of the questionnaire	n.a.	
3. Revision based on pre-test of the questionnaire	n.a.	
4. Submission to PSA for review of survey design <i>(allow 15 days after submission of all required documents)</i>	June 20 – July 4, 2014	DOST-PES
5. Finalization of questionnaires and manuals	July 7-11, 2014	DOST-PES
6. Printing of questionnaires and manuals	July 15 – 31, 2014	DOST-PES
B. Field operations		
1. Training of personnel	August 1-31, 2014	DOST-PES & ITD
2. Distribution and collection of questionnaires	Sept. 1 - Oct. 31, 2014	DOST CO and Regional Enumerators
3. Field editing	November 1-30, 2014	DOST CO and Regional Enumerators
C. Data processing		
1. Office editing	Nov. 1 to Dec. 31, 2014	DOST-PES
2. Data encoding	Oct. 1 to Dec. 31, 2014	DOST CO and Regional Enumerators and Respondents
3. Verification	January 1-31, 2015	DOST CO and Regional Enumerators
4. Tabulation	February 1 to March 31, 2015	DOST-PES
D. Report preparation		
1. Analysis and interpretation of data	April 2015	DOST-PES
2. Report writing	May 2015	DOST-PES
E. Release of survey results	June 2015	DOST-PES
PREPARED BY (Contact Person)	APPROVING OFFICIAL FOR REQUESTING AGENCY	
Signature	Signature	
Printed Name TERENCIA B. ABARQUEZ	Printed Name BERNIE S. JUSTIMBASTE	
Designation Planning Officer IV	Tel. No. 8372071 loc. 2075	Designation Director, PES
Date Prepared 6/19/14	Date Approved	



Republic of the Philippines

Philippine Statistics Authority

STATISTICAL SURVEY NOTIFICATION FORM

PLEASE READ ATTACHED INSTRUCTIONS BEFORE COMPLETING THIS FORM

I. GENERAL INFORMATION

1 Title of the statistical survey

2015 Survey on Research and Development (R&D) Expenditures and Human Resources

2 Legal basis

Pursuant to E.O. 128, DOST monitors Scientific and Technological (S&T) activities particularly the performance of R&D in the country. R&D statistics are among the S&T indicators collected by DOST

3.1 Proponent agency

Name **Department of Science and Technology (DOST)**

Address **Gen. Santos Ave., Bicutan, Taguig, MM**

3.2 Conducting agency

Name **DOST- Planning and Evaluation Service (DOST-PES)**

Address **Gen. Santos Ave., Bicutan, Taguig, MM**

3.3 Other cooperating agencies

DOST-SFU, DOST Regional Offices

3.4 Funding source/s (Specify)

- a Gov't of the Phils. (GOP) _____
b Local private _____
c Foreign _____

3.5 Consultants

Name of organization/person

Nature of consultancy service

4 Objectives and relevance of the survey (Cite specific use of the data to be collected, or programs/issues to be addressed.)

Gather statistical data on research and development activities of government agencies, higher education institutions and private non-profit institutions for the period January 1 to December 31, 2015. The survey results will serve as basis for setting R&D directions and priority areas as well as formulate better policies and programs. The results will be used to update indicators on S&T.

5.1 Status of survey

- a Existing (Proceed to 5.2)
b New (Proceed to 5.3)

5.2 Status of survey form/questionnaire

- a Existing statistical survey form being reported for the first time. What year was this first used? _____
b Existing form for clearance renewal with revision.
c Existing form for clearance renewal without revision.
If b or c, give previous clearance no. _____

5.3 Is this survey a rider to another survey?

- a Yes (Specify)
b No

5.4 Is this survey a component of a national or international program?

- a Yes (Specify)
b No

Michelle Robles Atay
2/29/16

II. TECHNICAL DESCRIPTION

1 Type and number of respondents

Type of respondent	Size of universe	Size of sample	Expected response rate
a <input type="checkbox"/> Individual			
b <input type="checkbox"/> Household			
c <input type="checkbox"/> Establishment			
d <input type="checkbox"/> Enterprise			
e <input checked="" type="checkbox"/> Government agency			
f <input checked="" type="checkbox"/> Others (Specify) ▪ Public HEIs ▪ Private HEIs ▪ PNPIs			

2 Reference period of the survey

January 1 to December 31, 2015

3 Geographical area covered by the survey, e.g., Phils., Region IV, etc.

Philippines (nationwide)

4 Geographic disaggregation of the data to be produced

- a National
- b Regional
- c Provincial
- d Others (Specify)

5 Frequency of data collection

- | | |
|--------------------------------------|--|
| a <input type="checkbox"/> One-shot | d <input type="checkbox"/> Annually |
| b <input type="checkbox"/> Monthly | e <input checked="" type="checkbox"/> Others (Specify) |
| c <input type="checkbox"/> Quarterly | <u>Biennial</u> |

6 Method of data collection (Check as many as applicable)

- | | |
|--|--|
| a <input checked="" type="checkbox"/> Personal interview | c <input checked="" type="checkbox"/> Telephone |
| b <input checked="" type="checkbox"/> Mail | d <input checked="" type="checkbox"/> Others (Specify)
Fax, Email, <u>On-line</u>
<u>questionnaire</u> |

7 Survey questionnaire titles

Form No.	Form Title
DOST RD-1	2015 Survey on Research and Development Expenditures and Human Resources in Government Sector
DOST RD-2	2015 Survey on Research and Development Expenditures and Human Resources in the Public Higher Education Sector
DOST RD-3	2015 Survey on Research and Development Expenditures and Human Resources in the Private Higher Education Sector
DOST RD-4	2015 Survey on Research and Development Expenditures and Human Resources in Private Non-Profit Sector

8 Major data items to be collected (e.g., family income and expenditures, employment, compensation, prices)

R&D Expenditures, R&D Personnel, R&D Projects, Institutions funded for R&D activity, Scientific publications

9 List of tables and other outputs to be generated (attach table formats)

(Please refer to attached List of Output Tables for 2015 R&D Survey with table formats)

10 Type of data processing (Check as many as applicable)

- a Manual
- b Microcomputer
- c Minicomputer
- d Mainframe computer

11 Statistical classification systems used (Check as many as applicable)

- a Phil. Standard Commodity Classification (PSCC)
- b Phil. Standard Geographic Code (PSGC)
- c Phil. Standard Industry Classification (PSIC)
- d Phil. Standard Occupational Classification (PSOC)
- e Phil. Standard Classification of Education (PSCED)

	<u>UNESCO Classification for Fields of S&T, Socio Economic Objective and Type of Research</u>
12 Brief description of the sampling design and estimation procedure. (The details should be attached in separate sheet. If complete information is available in survey proposal, attach copy instead.)	
a) Desired level of reliability and the proposed statistical measure to be used for assessing such reliability (e.g., standard errors of means) 90 % reliability	
b) Type of sampling design (The details should be attached in separate sheet.) Proposed respondents is a total enumeration of all government agencies, HEIs and PNPIs with records of having conducted R&D activity in the past years; agencies/institutions which have R&D budgets <ul style="list-style-type: none"> ➤ Listing from the government agencies was derived from Member-institutions of the DOST Sectoral Planning Councils' Consortia, agencies which were endorsed to DBM for R&D funding by the DOST-ICC and all other agencies covered in the previous surveys ➤ For HEIs, listing were derived from the CHED Directory. Categories for choosing includes, HEIs which are CHED recognized Centers of excellence and Centers of Development, Schools with research centers, DOST-ICC endorsed SUCs and all other HEIs covered in the previous surveys and which have conducted R&D for the past 3 survey years. ➤ For Private Non-Profit Institutions (PNPIs), all DOST accredited foundations were included in this survey plus other PNPIs which are engaged in S&T activities; 	
c) Sampling unit (per stage if applicable) For government agencies, sampling units are selected down to the bureau and institute level. For HEIs, each school campus is counted as one respondent-institution except for big schools such as UP System, DLSU, ADMU, UST, Leyte State Univ., Mindanao State Univ., etc. where department or institute levels were considered as statistical units.	
d) Domain Regional	
e) Sampling frame	
f) Sample size (total, per stratum/cluster/stage) <ul style="list-style-type: none"> ▪ Gov't. Agencies – 250 ▪ Public HEIs - 425 ▪ Private HEIs - 310 ▪ NGOs – 60 	
g) Method of determining sample size	
h) Estimation procedure (The details and formulas should be attached in separate sheet.)	
i) Imputation procedure for non-response	
13 Statistical analysis of results (e.g., descriptive, multivariate) Descriptive	
✓ III. ESTIMATED DIRECT COST OF SURVEY (in pesos)	
1 Personal Services 0	3 Capital Outlay 0
2 Maintenance and Other Operating Expenses P 2,022,252	TOTAL COST P 2,022,252 ✓

IV. TIMETABLE OF ACTIVITIES		
<i>Stage</i>	<i>Schedule</i>	<i>Agency Responsible</i>
A. Planning and preparation		
1. Formulation of survey design <i>(to include formulation of objectives, scope and coverage; development of methodology; formulation of sampling design and frame; design of table formats; preparation of questionnaire and manuals)</i>	January – February, 2016 February 2016 March 2016	DOST-PES
1.1 Validation of Lead and Field Enumerators 1.2 Validation of List of respondents to be covered		
2. Pre-testing of survey questionnaire	n.a.	
3. Revision questionnaire	February 8-19, 2016	
4. Submission to PSA for review of survey design (allow 15 days after submission of all required documents)	February 22, 2016	DOST-PES
5. Finalization of questionnaires and manuals	March 7-11, 2016	DOST-PES
6. Printing of questionnaires and manuals	March 14-31, 2016	DOST-PES
B. Field operations		
1. Launching of Survey (includes training/orientation of survey enumerators, data dissemination of 2013 R&D survey results to respondent-institutions and distribution of questionnaires by Region)	April - May, 2016	DOST-PES, ITD SFU and Regional Enumerators
2. Distribution, follow-up and collection of questionnaires	May – July 2016	DOST-PES, SFU and Regional Enumerators
3. Field editing	June - August 2016	DOST-PES, SFU and Regional Enumerators
C. Data processing		
1. Office editing	August - October 2016	DOST-PES
2. Data encoding	September - November 2016	DOST CO and Regional Enumerators and Respondents
3. Verification	September - November 2016	DOST CO and Regional Enumerators
4. Tabulation	December 2016	DOST-PES
D. Report preparation		
1. Analysis and interpretation of data	January 2017	DOST-PES
2. Report writing	February 2017	DOST-PES
E. Release of survey results	March 2017	DOST-PES

PREPARED BY (Contact Person)**APPROVING OFFICIAL FOR REQUESTING AGENCY**

Signature

Signature

Printed Name **TERENCIA B. ABARQUEZ**Printed Name **ROWENA CRISTINA L. GUEVARA**

Designation Planning Officer IV

Tel. No. 8372071 loc.
2430Designation **Undersecretary for S&T Services**

Date Prepared 2/22/16

Date Approved

IV. TIMETABLE OF ACTIVITIES

<i>Stage</i>	<i>Schedule</i>	<i>Agency Responsible</i>
A. Planning and preparation		
1. Formulation of survey design <i>(to include formulation of objectives, scope and coverage; development of methodology; formulation of sampling design and frame; design of table formats; preparation of questionnaire and manuals)</i>	January – February, 2016 February 2016 March 2016	DOST-PES
1.1 Validation of Lead and Field Enumerators 1.2 Validation of List of respondents to be covered		
2. Pre-testing of survey questionnaire	n.a.	
3. Revision questionnaire	February 8-23, 2016	
4. Submission to PSA for review of survey design <i>(allow 15 days after submission of all required documents)</i>	February 24, 2016	DOST-PES
5. Finalization of questionnaires and manuals	March 7-11, 2016	DOST-PES
6. Printing of questionnaires and manuals	March 14-31, 2016	DOST-PES
B. Field operations		
1. Launching of Survey (includes training/orientation of survey enumerators, data dissemination of 2013 R&D survey results to respondent-institutions and distribution of questionnaires by Region)	April - May, 2016	DOST-PES, ITD SFU and Regional Enumerators
2. Distribution, follow-up and collection of questionnaires	May – July 2016	DOST-PES, SFU and Regional Enumerators
3. Field editing	June - August 2016	DOST-PES, SFU and Regional Enumerators
C. Data processing		
1. Office editing	August - October 2016	DOST-PES
2. Data encoding	September - November 2016	DOST CO and Regional Enumerators and Respondents
3. Verification	September - November 2016	DOST CO and Regional Enumerators
4. Tabulation	December 2016	DOST-PES
D. Report preparation		
1. Analysis and interpretation of data	January 2017	DOST-PES
2. Report writing	February 2017	DOST-PES
E. Release of survey results	March 2017	DOST-PES

PREPARED BY (Contact Person)**APPROVING OFFICIAL FOR REQUESTING AGENCY**

Signature

Signature

Printed Name **TERENCIA B. ABARQUEZ**Printed Name **ROEL A. SANCHO**

Designation Planning Officer IV

Tel. No. 8372071 loc.
2430Designation Officer-In-Charge, Office of the
Director, Planning & Evaluation Service (PES)

Date Prepared 2/23/16

Date Approved

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