

VISION

The lead council that creates and sustains an enabling environment for health research in the country.

MISSION

To create and sustain an enabling environment for health research in the country, we are committed to:

- Provide leadership in health research
- Advocate and support a health research culture
- Mobilize and complement health research resources to generate knowledge, technologies and innovations in health, and ensure their utilization
- Practise good governance to effectively perform the Council's role in leading, managing and coordinating the health research system.

CORE VALUES

Passion for excellence

Culture of performance and teamwork

High regard for works ethics

Responsive and committed to public service

Dynamic Involvement

PERFORMANCE PLEDGE

We, the officials and staff of the **Philippine Council for Health Research and Development**, pledge to :

Provide quality services to our client-stakeholders, Monday to Friday, 7:00AM – 6:00PM, at our Bicutan Office Help Desk or through our website www.pchrd.dost.gov.ph, email, info@pchrd.dost.gov.ph, telephone numbers 632-8377534, 632-8372924;

Capacitate and encourage researchers, and strengthen research institution, to undertake research which are relevant, cost-effective and which will contribute to the improvement of the health of Filipinos through research grants, scholarship, training, mentoring, institution development, support to research communities and consortia, support to research dissemination and publication, among other things;

Help policymakers, program managers, health professionals and workers, students and the general public make better use of research results by translating, disseminating and making accessible evidence-based information for policymaking and practice;

Reward excellent research by putting in place recognition and incentive systems for the doers, supporters and users of research; and;

Develop continually the competency of PCHRD staff to deliver responsive, accountable, transparent and accessible public service, adhering to professional and ethical standards. Our staff will be trained to be sensitive to the needs of client-stakeholders using proactive stakeholder interaction and feedback systems.

FEEDBACK MECHANISM

Please let us know how we have served you by doing any of the following :

- Give us feedback through our Feedback Form as you transact business with us, and drop this at the designated Drop Box
- Call us, through our Help Desk, at 632-8377534, 632-8372924; our staff will be pleased to assist you
- Email us at info@pchr.dost.gov.ph
- Accomplish our Feedback Form at our website: www.pchr.dost.gov.ph, www.herdin.gov.ph, www.healthresearch.ph
- Respond to our service monitor's calls
- Respond to our evaluation forms distributed during PCHRD events and forums
- Participate actively in our user surveys and/or focus group discussions

LIST OF FRONTLINE SERVICES

Grant Services

	Type of Service	Fees, if applicable	Forms	Processing time	Office/Person Responsible
1	Grants - Research	N/A	Accomplished DETAILED RESEARCH PROPOSAL FORM (RMDD-PRJ-F1)	75 working days upon receipt of complete proposal requirements	Dr. Antonio D. Ligsay Chief, Research Management and Development Division
2	Grants - Scholarships	N/A	DOST Application Form for Scholarship and Thesis/Dissertation Assistance	12 minutes	IDD Project Staff
3	Grants - Support for Research Dissemination and Publication	N/A	RICUD-COM-F6, "Evaluation of Proposals for Research Dissemination Support"	2-3 hours if requirements complete	RICUD/Communication Staff

Information Services

	Type of Service	Fees, if applicable	Forms	Processing time	Office/Person Responsible
1	Library & information services (HERDIN and other databases search services)	<input type="checkbox"/> P 1.50 / page (photocopy) <input type="checkbox"/> P 5.00 /page (computer print-out)	<input type="checkbox"/> Information Request Form <input type="checkbox"/> Photocopy Request Form	15 minutes / topic	Library Staff
2	Document Delivery Service (Full-text Retrieval)	<input type="checkbox"/> P 50.00 / article for article with more than 10 pages, additional of 5.00 / page plus postage	<input type="checkbox"/> Document Delivery Request Form	4 days excluding delivery (e.g. courier & postal)	Library Staff
3	Research events and forums	<input type="checkbox"/> Free	<input type="checkbox"/> Confirmation slip <input type="checkbox"/> Registration form <input type="checkbox"/> Evaluation form	<input type="checkbox"/> Registration – 2 minutes <input type="checkbox"/> Conduct of event – at least 4 hours (half-day event)	Event staff Communication Staff