

**TERMS OF REFERENCE
FOR THE
WRITERS FOR THE NAST TPROJECT “DEVELOPMENT OF A PHILIPPINES STI
FORESIGHT AND 30-YEAR STRATEGIC PLAN 2019-2050”**

Objective:

Hire three (3) writers who will write, collaborate with scientists, and consolidate the papers on the NAST project “Development of a Philippines STI Foresight and 30 Year Strategic Plan 2019-2050”

I. SCOPE OF WORKS

General Tasks

1. Participate in meetings and discussions on the Foresight Project;
2. Collect and organize, in coordination with the researchers assigned to each division, all references, discussion notes, minutes of meetings and other information related to their specific tasks;
3. Documentation is very important because unsourced information is a common problem in reports and publications. If NAST cannot trace the source of a statistic or quote, we can't use it in our public work, so it's important for NAST to have the full information and documentation to substantiate it;
4. Participate in the drafting of the strategic roadmap for S&T;
5. Writing, Editorial and Proofreading tasks:
 - Editing for grammar, usage, spelling, punctuation and other mechanics of style;
 - Checking for consistency of mechanics and for internal consistency of cats, editing tables, figures and lists;
 - Proofreading for grammar, usage, spelling and punctuations
 - Checking for widows/orphans and rivers;

The tasks may also include:

 - These tasks may also include the following: editing index, providing front matter (prelims), cover copy, writing or editing captions or credit lines, seeking approvals from First Party's representatives, obtaining or listing permissions needed, checking for consistency of mechanics of styles or internal consistency of facts, obtaining or listing permissions needed, editing tables, figures, lists, or index, providing front matter (prelims), cover copy, or CIP data, writing or editing captions or credit lines, and seeking approvals from First Party's representatives

Specific Tasks

1. As part of the introductory section, identify and discuss current and emerging global trends, analyze features, methodology and impact of selected foresight documents preferably from ASEAN and Asian countries; discuss the possible role science and technology and innovation in the realization of the UN Sustainable Development Goals, the targets of the current Philippine Development Plan,

the aspirations expressed in AmBisyon Natin 2040, and the Social Reform Agenda, especially the minimum basic needs under R.A. 8425;

2. Discuss the evolution and organizational development/transformation of DOST from the Spanish Regime to the present into impact of past S&T master plans of the Philippines;
3. Assess the strengths and weakness of the science, technology, and innovation enterprise (public and private) in the Philippines including the highlights of accomplishments of DOST;
4. Analyze the governance of STI in the Philippines and the ranking of the Philippines in the various global surveys such as competitiveness, innovation, the ranking of higher education institutions, the ranking in TIMMS and PISA;
5. Analyze results of data derived from methodologies; insights derived;
6. Consolidate outputs of the focal persons from the Academy, identified members from the Outstanding Young Scientists, Inc., researchers, and other experts involved in the project in order to make their work coherent. Identify the gaps in the data and mobilize the researchers to gather the needed information.
7. Lead in the curation and organization of the data collected from the research method and draft the articulation of the findings and conclusions therein.
8. Ensure that the output is faithful as an exercise in foresight rather than a forecast.
9. Writing, Editorial and Proofreading tasks:
 - Editing for grammar, usage, spelling, punctuation and other mechanics of style;
 - Checking for consistency of mechanics and for internal consistency of captions, editing tables, figures and lists;
 - Proofreading for grammar, usage, spelling and punctuations
 - Checking for widows/orphans and rivers;

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10. Other tasks that may be assigned in relation to the aforementioned tasks.

Deliverables

1. Drafts and the final version of assigned sections in the Foresight Outline (3 to 5 pages per section and cited references) on the 8th of October 2020, with three (3) revisions until February 2021.

2. Sections assigned per writer:

STI Writers/ Editors	ASSIGNED TOPIC/S
(Writer 1)	<p>1.3 STI Foresight of Other Countries</p> <p>1.6.1 Geographic Features: Terrestrial land area (forest and arable land): Coastal and marine (areas used for fisheries, and aquaculture) - e.g. trends in utilization, exploitation</p> <p>1.6.2 Demographics: Age, Gender, family income by sector, education, regional distribution, etc. - trends</p> <p>2.1 Population Growth/Trends: Poverty, migration, links to food security and inequality/limitations to access for basic needs, ease of movement across national borders</p> <p>2.2 Exploitation of Natural Resources and Climate Change: Pollution, Global warming, Increase in Extreme weather conditions</p> <p>2.3 Globalization of Economy: Fairtrade and barriers/protectionism; Illicit Trade (drugs, arms, medicine) links to tourism and pandemics</p> <p>2.4 Space Exploration: Main Players and extent of Development</p> <p>2.5 Socio-Political: Religious and political conflicts, populist leaders, followers, and links to S&T Challenges</p>
(Writer 2)	<p>1.1 STI Foresight Framework and Conduct of Study (To be included in all STI Foresight Framework and Conduct of Study -- Scanning, Delphi method, Scenario Building, Expert Opinion)</p> <p>1.4.1 S and T Indicators (Global Innovation Index, Global Competitiveness report)</p> <p>3.1 Sustainable Development Goals of the UNITED NATIONS (with reference to the Future Earth Program of the Philippines)</p> <p>3.2.1 Republic Act 8425</p> <p>3.2.2 Aspirations of the Filipino People (e.g. AMBISYON NATIN 2040)</p> <p>3.2.3 PDPs of Presidents Rodrigo R. Duterte, Benigno S. Aquino, III, Gloria D. Macapagal-Arroyo, and Fidel V. Ramos</p>
(Writer 3)	<p>Foreword</p> <p>Language and Format Editor:</p> <ul style="list-style-type: none"> o Table of Contents o List of Tables o List of Figures o Acronyms o Glossary o Annex (inc. compilation) <p>1.3 Disruptive S and T Developments: Prizes in Basic Sciences, Nobel Prizes, etc.</p> <p>1.4.2 Times Higher Education (THE), Quacquerelli System (QS), rankings of Phil. HEIs, No. of Scopus Index papers</p> <p>1.6.1. Geographic Features: Terrestrial land area (forest and arable land): Coastal and marine (areas used for fisheries, and aquaculture) - e.g. trends in utilization, exploitation</p> <p>1.6.2 Demographics: Age, Gender, family income by sector, education, regional distribution, etc. - trends</p> <p>5.1 A NAST Foresight Committee for Continuity</p> <p>5.2 Periodic Review of Foresight*</p>

<u>Activity</u>	<u>Date</u>
1. <u>Submission of first draft</u>	<u>October 31, 2020</u>
2. <u>Submission of second draft</u>	<u>January 4, 2021</u>
3. <u>Submission of final draft as approved by the NAST Executive Council and STI Foresight Steering Committee</u>	<u>February 1, 2021</u>

II. TIME FRAME: Expected contract duration and implementation duration is 180 days.

III. MINIMUM QUALIFICATIONS OF THE WRITERS

1. Demonstrate extensive experience that required substantial subject-matter or technical knowledge in writing.
2. Has work experience that provided an understanding of the basic principles, practices, operations, and specialized vocabulary of the appropriate scientific, technical, or social science field(s), or with equipment or technical systems.
3. Has the ability to acquire and present technical information through independent reading, interviews with subject-matter specialists, observation of tests and experiments, interpretation of blueprints or diagrams, or other appropriate methods.
4. Proficiency in the usage of computers and office software including statistical software (i.e. MS Office, Open Office, STATA, R, etc.)
5. Proven command in the use of written and spoken English, has excellent communication skills, and must have acquired the ability to describe information in simple, clear language.
6. Compliant to the Philippine Government Eligibility Criteria for Consulting Services.

IV. BACKGROUND ABOUT THE PROJECT (See attached)