

## Required Nomination Documents

Form No. 4 (Gawad Kagalingan)

Nomination folders should contain the following documents and must be submitted in two copies (1 original and 1 certified photocopy):

- A. Properly accomplished nomination form, filled out in a brief and concise manner.
- B. Photocopies of nominee's clippings, news items, pictures of the nominee/s at work and other documents to support the nomination.

**Any misrepresentation made in any of the documents submitted shall be a ground for disciplinary action against the certifying nominee/authority.**

***All nomination folders and documents submitted shall be considered as records of the SEARCH COMMITTEE; thus, shall no longer be returned to the nominee.***

***Deadline of submission is on December 21, 2011***

*\*Once chosen and qualified for the national level, additional documents shall be needed (SALN, Certificate/Clearance of No Unliquidated Cash Advances and Disallowances, Certificate of No Pending Administrative or Criminal Case, NBI Clearance, Clearance from the Office of the Ombudsman & 2011 BIR Tax Clearance.*

THIS FORM MAY BE REPRODUCED



City Government of Antipolo

**3<sup>rd</sup> Mayor Nilo Leyble Gawad Serbisyo Publiko**

### NOMINATION FORM

Special Award for Outstanding Conduct and Ethical Behavior

### GAWAD KAGALINGAN

Pls. attach  
2"x2" picture with  
name tag

#### THE NOMINEE:

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Department/Office: \_\_\_\_\_

Length of Service: \_\_\_\_\_

Residence/Address: \_\_\_\_\_

#### Performance Ratings:

July to December 2010 \_\_\_\_\_ January to June 2011 \_\_\_\_\_

#### THE NOMINATOR:

Name: \_\_\_\_\_

(Signature over printed name)

Position Title: \_\_\_\_\_

Department/Office: \_\_\_\_\_

Agency/Organization: \_\_\_\_\_

Telephone/Cellphone Nos: \_\_\_\_\_

