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Criteria Development in Evaluating the Success of International Conferences Sponsored by the International Commitments Fund (ICF) of the Philippines

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Abstract

Aim: The aim of this study is to develop a criteria for evaluating the success of international conferences sponsored by the International Commitments Fund (ICF) of the Philippines. This initiative seeks to ensure that such conferences align with the country's strategic objectives, effectively utilize resources, and contribute significantly to international discourse.

Methodology: The study employs a qualitative research design through the conceptual analysis approach, focusing on an in-depth literature review and analysis. This method was chosen to gain a comprehensive understanding of the existing body of research, reports, academic literature, and government publications related to international conferences, evaluation criteria, and optimal strategies for fund allocation.

Results: The study identifies eleven essential criteria for evaluating the success of ICF-sponsored international conferences. These criteria include 1) Alignment with national goals, 2) Reputation of organizers, 3) Expected outcomes, 4) Inclusive participation, 5) Contribution to sustainability goals, 6) Compliance with international agreements, 7) Innovative and creative aspects, 8) Financial sustainability, 9) Geographic representation, 10) Public interest and awareness, and 11) Development of Key Performance Indicators (KPIs) that align with the ICF's objectives.

Conclusion: Incorporating the identified criteria into the evaluation process will significantly enhance the strategic value and effectiveness of ICF-funded international conferences. Establishing a robust evaluation criteria framework is essential for the strategic funding of international conferences by the ICF. This framework will enhance decision-making processes, ensuring that funded conferences contribute significantly to the Philippines' strategic interests and international commitments. The study's recommendations aim to improve the selection process, promote sustainability, and strengthen international collaborations, maximizing the benefits of the ICF for the Philippines.

Keywords: *International Commitments Fund, Evaluation Criteria, International Conferences, Strategic Allocation, Philippines, Sustainability, Key Performance Indicators.*

INTRODUCTION

Developing an evaluation criteria for International Conferences under the International Commitments Fund (ICF) of the Philippines is a pivotal endeavor aimed at enhancing the strategic allocation and utilization of resources dedicated to international engagements. This initiative is not only crucial for fostering global partnerships and collaborations but also instrumental in advancing the Philippines' interests on the international stage. The International Commitments Fund (ICF), a financial mechanism designed to support the country's participation in significant international gatherings, plays a vital role in this context. It ensures that the Philippines can actively contribute to and benefit from global dialogues, negotiations, and cooperative efforts across various domains, including education, research, management, and leadership. This fund serves as a financial mechanism to support the Philippine contributions to international organizations and commitments to hosting international conferences, ensuring that it can actively contribute to and benefit from these global gatherings (Administrative Order No. 43).



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The Philippines, with its dynamic presence in international affairs, actively participates in a myriad of international conferences, summits, and conventions. These platforms offer invaluable opportunities for knowledge exchange, networking, and the promotion of the country's advocacies and initiatives. However, the effectiveness of participation and the strategic use of the International Commitments Fund (ICF) necessitate a systematic approach to selecting and prioritizing engagements that align with the national interests and international strategies of the Philippines.

Despite the critical role of the ICF in supporting the country's international activities, there exists a notable gap in the literature and practice concerning a comprehensive and robust evaluation criteria for selecting and prioritizing international conferences. This gap hinders the ability to assess the potential impact, relevance, and strategic value of participating in various international gatherings. Consequently, there is a pressing need to develop a well-defined set of criteria that can guide decision-makers in the judicious allocation of the ICF, ensuring that investments yield maximum benefits in terms of knowledge acquisition, international visibility, and the advancement of the Philippines' strategic interests.

The absence of a standardized evaluation framework for international conferences under the ICF points to a significant research gap. While there are general guidelines for the management and disbursement of the fund, detailed criteria focusing on the evaluation of international conferences' strategic importance, potential outcomes, and alignment with national priorities are lacking. This gap raises concerns about the optimal utilization of resources and the strategic alignment of international engagements with the country's broader goals and objectives.

The development of an evaluation criteria for international conferences under the ICF is imperative for several reasons. Firstly, it will provide a systematic and transparent framework for assessing the value and impact of participating in international conferences, ensuring that resources are allocated to engagements that offer the most significant benefits. Secondly, it will enhance the strategic planning and prioritization of international activities, aligning them more closely with the Philippines' diplomatic, educational, and socio-economic goals. Lastly, the study will contribute to the body of knowledge on international relations and conference participation strategies, offering insights and guidelines that can be adopted by other nations with similar mechanisms to the ICF.

Hence, this study aims to fill the identified research gap by developing a comprehensive evaluation criteria for international conferences under the ICF. By doing so, it seeks to enhance the strategic allocation of resources, maximize the benefits of international engagements, and contribute to the advancement of the Philippines' interests on the global stage.

RESEARCH OBJECTIVES

This paper aimed to develop an evaluation criteria framework for international conferences funded by the ICF of the Philippines. It sought to address the following questions:

1. Defining the primary objectives of the ICF in sponsoring international conferences, taking into account aspects like knowledge sharing, promoting the Philippines, networking, and capacity building.
2. Identifying the key stakeholders involved in international conferences, including foreign speakers and counterparts, government bodies, academic institutions, organizers, participants, and sponsors, and understanding their expectations and requirements.
3. Developing a set of KPIs that align with the objectives of the ICF, covering areas such as attendance, content quality, networking opportunities, promotion, and financial viability.
4. Establishing a criteria to measure the success of conferences funded by the ICF, focusing on factors such as their alignment with national goals, the reputation of organizers, the achievement of expected outcomes, the inclusivity of participation, and the promotion of sustainability.

The exploration of the development of evaluation criteria for international conferences under the ICF seeks to enhance the transparency, efficiency, and impact of the fund's utilization. By aligning the allocation of resources with strategic goals and stakeholder expectations, the Philippines can further strengthen its presence on the global stage and harness the potential of international conferences for the nation's progress.



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METHOD

This study involves a qualitative research design using a conceptual analysis through an in-depth Literature Review and Analysis. This approach is utilized to acquire a deep understanding of the existing body of research, reports, academic literature, and government publications concerning international conferences, criteria for evaluation, and optimal strategies for allocating funds.

RESULTS and DISCUSSION

Administrative Order No. 43: Inter-Agency Review Panel of the International Commitments Fund (ICF)

Administrative Order No. 43, Series of 2024 was signed on July 2, 2014, by the President of the Philippines which institutionalizes the Inter-Agency Review Panel of the International Commitments Fund (ICF). The ICF plays a pivotal role in financing the country's contributions to international organizations and facilitating the hosting of international conferences. Administered jointly by the Department of Foreign Affairs (DFA) and the Department of Budget and Management (DBM), the ICF serves as the financial backbone for these international commitments.

One of the key aspects highlighted in this administrative order is the ICF's inclusion in the annual General Appropriations Act (GAA). This underscores its crucial role in the national budgeting process, as the GAA is passed by the Philippine Congress and subsequently approved by the President. The inclusion of the ICF in the GAA signifies its significance within the broader framework of government funding and its commitment to international engagement.

Additionally, Administrative Order No. 43 references specific guidelines for accessing the ICF as outlined in DFA and DBM Joint Circular 1-90 (issued in 1990) and Memorandum Circular No. 194 (issued in 2010). These guidelines serve as the framework that governs the utilization and allocation of funds from the ICF. They provide a structured approach to ensure transparency and accountability in the disbursement of resources for international commitments.

As a crucial administrative measure that institutionalizes the Inter-Agency Review Panel for the International Commitments Fund (ICF), it underscores the importance of the ICF in supporting Philippine involvement in international affairs, highlights its inclusion in the annual budgetary process, and references the established guidelines for accessing and managing these funds, all of which are essential components in fostering the country's international relations and commitments.

Section 1 of this administrative order establishes the creation and composition of the ICF (International Commitments Fund) Review Panel. This panel is a significant component of the decision-making process related to the allocation of funds for various international commitments of the Philippines. The composition of the ICF Review Panel is as follows:

1. Chairperson: The Department of Foreign Affairs (DFA) holds the position of the Chairperson. This signifies the DFA's central role in managing the country's international commitments.
2. Co-chairperson: The Department of Budget and Management (DBM) serves as the Co-chairperson. This underscores the importance of budgetary considerations in international commitments.
3. Members: The panel includes representatives from the Department of Finance, the National Economic and Development Authority (NEDA), and the Office of the Executive Secretary. These members are key government entities involved in financial planning, economic development, and executive-level coordination.

Importantly, the administrative order specifies that the duly authorized representatives of the ICF Review Panel must hold a rank not lower than Assistant Secretary. This requirement ensures that the panel members possess sufficient authority and expertise to make informed decisions regarding international commitments.

Section 2 outlines the functions of the ICF Review Panel, emphasizing its pivotal role in managing the ICF and its associated responsibilities. The key functions include:

- a) Evaluating Allocation: The panel is responsible for evaluating how funds are allocated for Philippine membership in international organizations and contributions to these organizations.
- b) Reviewing Funding Requests: It reviews requests for hosting international conferences in the Philippines and assesses their funding requirements.



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- c) Conducting Consultations: The panel engages in consultations with relevant government agencies to inform its review and evaluation tasks.
- d) Budget Proposal: On an annual basis, the panel prepares the ICF budget proposal, which encompasses commitments for contributions to international organizations and hosting international conferences.
- e) Recommendations: It recommends membership in international organizations, contributions to international offices based in the Philippines, hosting of international conferences, and the annual ICF budget to the Office of the President (OP).
- f) Policy Formulation: The panel is empowered to formulate new policies and revise existing guidelines to ensure the efficient implementation of the ICF.

In summary, Administrative Order No. 43 establishes the ICF Review Panel and outlines its composition and functions. This panel plays a crucial role in managing the financial aspects of the Philippines' international commitments, ensuring transparency, and providing expert recommendations to optimize the use of funds allocated for these purposes.

Section 3 of this administrative order outlines the establishment and functions of the ICF (International Commitments Fund) Review Panel Secretariat, which plays a crucial role in facilitating the efficient management of the ICF. The ICF Secretariat is a pivotal administrative body that ensures the proper execution of tasks related to the ICF. The key functions of the ICF Secretariat are:

- a) Convening Meetings and Reports: The Secretariat is responsible for organizing regular meetings of the ICF Review Panel and preparing reports for circulation to the panel members. This ensures that the panel remains informed and engaged in its responsibilities.
- b) Budget Proposal Consolidation: It consolidates the annual ICF budget proposal and prepares the endorsement letter to the Department of Budget and Management (DBM). This step is essential for budgetary planning and allocation.
- c) Conference Proposal Consolidation: The Secretariat consolidates proposals for hosting international conferences and prepares the endorsement letter to the Office of the President (OP). This involves coordination and documentation of conference-related requests.
- d) Compliance Oversight: It ensures that focal agencies, Foreign Service Posts, and offices within the Department of Foreign Affairs (DFA) adhere to the rules and regulations governing the ICF. This is essential for maintaining transparency and accountability.
- e) Budget Defense: The Secretariat is responsible for defending the ICF budget during hearings conducted by the House of Representatives and the Senate. This involves presenting the budget and addressing any inquiries or concerns from legislative bodies.
- f) Input Solicitation: It circulates letters to relevant agencies and offices within the DFA, requesting their input on matters such as maintaining membership contributions, accepting new contributions, increasing the amount of membership contributions, and withdrawing or discontinuing contributions. This input is crucial for budget reviews.
- g) Conference Proposal Solicitation: The Secretariat also circulates letters to focal agencies and offices within the DFA, requesting the submission of proposals for hosting international conferences. This information is vital for including conference-related expenses in the ICF budget.
- h) Input Consolidation: It consolidates all the inputs received for the budget preparation of the fiscal year, ensuring that all relevant information is considered in the budgeting process.
- i) Information Dissemination: The Secretariat disseminates information to focal agencies and offices within the DFA regarding approved or disapproved membership contributions and hosting of international conferences. This ensures that all stakeholders are informed of the outcomes.
- j) Cash Program Preparation: It prepares the monthly cash program for the payment of membership contributions to international organizations, ensuring timely and organized payments.
- k) Request for Fund Release: The Secretariat prepares the request for DBM's release of approved ICF funds, facilitating the flow of financial resources for international commitments.
- l) Payment Facilitation: It plays a role in ensuring the timely payment of membership contributions to international organizations and the hosting of approved international conferences. This involves financial coordination.
- m) Monitoring: The Secretariat monitors the payment of contributions to international organizations and the hosting of approved international conferences to ensure compliance with budgetary commitments.
- n) Additional Tasks: The Secretariat is ready to perform any other tasks that the ICF Review Panel may require, ensuring flexibility in its role.



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The ICF Review Panel Secretariat is an essential administrative body that ensures the efficient and organized management of the ICF. Its functions encompass a wide range of responsibilities, from budget preparation to compliance oversight and information dissemination, all of which are crucial for the effective execution of the Philippines' international commitments.

Memorandum Circular No. 194, s. 2010. Standard Procedure in Entering into New Commitments or Making Pledges to International Organizations or Hosting of International or Regional Conferences.

Memorandum Circular No. 194 establishes a standard procedure for the Philippines when entering into new commitments or making pledges to international organizations, as well as for hosting international or regional conferences. This memorandum recognizes the significance of these commitments, which are often funded through the International Commitments Fund (ICF), administered by the Department of Foreign Affairs (DFA). Here's an overview of the key points and implications of this circular:

The Philippine contributions to international organizations are financed through the ICF, which is included in the annual General Appropriations Act (GAA) approved by Congress and the President.

The memorandum acknowledges that there have been instances where Philippine representatives or participants in international organizations have made new commitments or pledges without obtaining prior clearance or approval from the appropriate agencies. Such commitments and pledges, when not adequately funded, can lead to embarrassment for the Philippine Government and contribute to arrears. The primary aim of this memorandum is to prevent situations where unfunded commitments or pledges are made and to ensure proper clearance and approval processes are followed.

Procedures for New Commitments or Pledges:

1. Requests to enter into new commitments or make pledges to international organizations must be submitted by Heads of Departments and Agencies of the National Government, including Government-Owned and/or Controlled Corporations (GOCCs) and Government Financial Institutions (GFIs), to the DFA Secretary.
2. The request must be supported by a justification in the form of a cost-benefit analysis.
3. The DFA will provide a recommendation on the appropriateness of the new commitment or pledge, including its budgetary implications, within 15 working days to the International Commitments Fund (ICF) Review Panel. This panel consists of representatives from the DFA, DBM (Department of Budget and Management), DOF (Department of Finance), NEDA (National Economic and Development Authority), and OP (Office of the President).
4. The recommendation of the Review Panel is then forwarded to the DFA Secretary.
5. Finally, the DFA Secretary's recommendation is submitted to the Office of the President for approval.

Any new financial commitment or pledge made without complying with the established procedure and requirements will be charged against the respective department or agency's budget. This underscores the importance of following the prescribed steps to avoid financial repercussions.

In summary, Memorandum Circular No. 194 sets forth a systematic and rigorous process to ensure that new commitments, pledges, and funding allocations for international organizations and conferences are made with proper scrutiny and approval. This approach aims to prevent situations where the Philippines may be unable to fulfill its commitments, promoting transparency and responsible financial management in international engagements.

Considerations for Hosting International Conferences

The Department of Foreign Affairs (DFA) has established a clear and structured process for soliciting proposals to host international conferences on an annual basis. This process is designed to ensure that hosting such conferences aligns with specific considerations and criteria, as outlined below:

1. **Alignment with Development Plan:** Proposals to host international conferences should demonstrate that the event aligns with the President's Philippine Development Plan (PDP) 2017-2022 and AmbisyonNatin 2040. This ensures that the conferences contribute to the country's overarching development goals.
2. **Commitment to International Agreements:** The hosting of conferences should be part of a commitment made under international agreements. This commitment might involve a rotating policy where member states or States Parties take turns hosting meetings. Hosting conferences in line with international agreements strengthens the country's diplomatic ties and cooperation.



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3. **Minimum Budget Requirement:** The proposed budget for hosting the meeting or conference should be no less than PHP 1 million. If the budget does not meet this threshold, it must be incorporated into the agency's regular budget. Adequate funding is crucial to ensure the successful organization of the event.

4. **Inclusion of Essential Elements:** Proposals should include specific elements to provide a comprehensive overview of the conference, including:

- a) A one-page executive summary, including details like the title, date, rationale, expected outcomes, legal basis, and participants.
- b) A rationale and description of the meeting, specifying dates, venue, objectives, background, and participants.
- c) Documentation of the legal basis and international agreements, including any rotation cycle involved.
- d) A justification highlighting how the conference aligns with one or more objectives outlined in the PDP and AmbisyonNatin 2040.
- e) A detailed budget outlining the financial aspects of the proposed hosting.

After the submission of proposals to the DFA, they undergo a deliberation process by the International Commitments Fund (ICF) Review Panel. This panel comprises representatives from various relevant government agencies. The role of the panel is to thoroughly evaluate the proposals based on the established criteria and considerations.

Once the panel reviews and endorses the proposals, they are then submitted to the Office of the President for approval. This final step ensures that the highest authority in the government is informed about and authorizes the hosting of the international conference.

In summary, the DFA's process for soliciting proposals to host international conferences is designed to ensure that such events align with the country's development plans, international commitments, and budgetary requirements. It involves a systematic evaluation by the ICF Review Panel and requires the approval of the Office of the President, emphasizing transparency and accountability in the hosting of international events in the Philippines.

Discussion

The International Commitments Fund (ICF) under the Department of Foreign Affairs of the Philippines supports international conferences and other events that promote the country's foreign policy objectives and international commitments. These events provide platforms for dialogue, cooperation, and knowledge-sharing among stakeholders from the Philippines and other countries.

The evaluation of ICF-sponsored international conferences involves assessing their relevance, effectiveness, efficiency, impact, and sustainability. The key aspects considered in the evaluation process:

- a) **Relevance:** The extent to which the conference aligns with the Philippines' foreign policy priorities and international commitments, and addresses the needs and interests of stakeholders.
- b) **Effectiveness:** The degree to which the conference achieves its intended objectives, such as promoting dialogue, fostering cooperation, and generating knowledge.
- c) **Efficiency:** The extent to which the conference is organized and implemented in a cost-effective manner, making optimal use of resources.
- d) **Impact:** The short-term and long-term effects of the conference, including its contributions to policy development, capacity building, and international relations.
- e) **Sustainability:** The extent to which the conference's outcomes can be sustained and built upon, ensuring continued benefits for stakeholders.

The evaluation of ICF-sponsored international conferences is crucial for ensuring accountability, transparency, and continuous improvement in the use of public funds. It helps the Department of Foreign Affairs assess the effectiveness of its international cooperation programs and make informed decisions about future investments.

Evaluating international conferences may require a systematic approach to assess their effectiveness and impact and should consider the following:

1. Define the Evaluation Objectives: Start by defining the specific objectives of the evaluation. Are we looking to assess the outcomes, impact, or efficiency of these conferences? Understanding the goals will guide the evaluation process.



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2. **Create Evaluation Criteria:** Develop a set of criteria to evaluate the conferences. These criteria can include:
 - a) Relevance to international commitments and foreign policy goals.
 - b) Attendance and participation of key stakeholders.
 - c) Quality of speakers and presentations.
 - d) Networking opportunities.
 - e) Contribution to knowledge exchange.
 - f) Policy outcomes or agreements achieved.
3. **Gather Data:** Collect data through various methods, including surveys, interviews, and document analysis. The following sources can be considered:
 - a) Participant feedback and satisfaction surveys.
 - b) Attendance records and participant lists.
 - c) Conference agendas and materials.
 - d) Reports and publications resulting from the conferences.
4. **Analyze the Data:** Analyze the collected data to assess the conferences against your defined criteria. Look for trends, patterns, and key insights. Determine if the conferences met their intended objectives and if they aligned with international commitments.
5. **Assess Impact:** Evaluate the impact of these conferences on foreign affairs and international commitments. This may include examining any policy changes, diplomatic relations, or agreements that resulted from the conferences.
6. **Cost-Benefit Analysis:** Assess the cost-effectiveness of sponsoring these conferences. Calculate the expenses incurred against the benefits gained, such as diplomatic gains, knowledge dissemination, or international cooperation.
7. **Stakeholder Engagement:** Engage with stakeholders, including conference organizers, participants, and relevant government officials. Their perspectives can provide valuable insights into the success or shortcomings of these conferences.
8. **Recommendations and Improvement:** Based on your evaluation, provide recommendations for improvement. Identify areas where the conferences can be enhanced to better align with international commitments and foreign policy objectives.
9. **Report Findings:** Prepare a comprehensive report summarizing your evaluation findings, complete with data, analysis, and recommendations. Make this report available to relevant authorities.
10. **Continuous Monitoring:** Establish a system for ongoing monitoring and evaluation of future conferences to ensure that they continue to align with international commitments and contribute effectively to foreign affairs goals.

Evaluating international conferences sponsored under the International Commitments Fund is crucial for ensuring that they serve their intended purpose and contribute positively to the Philippines' foreign policy objectives. This process will help in making informed decisions about future conference sponsorships and optimizing their impact.

Objectives and Goals of ICFs in sponsoring international conferences

The importance of labor mobility and mutual recognition arrangements (MRAs) in the context of the International Commitments Fund (ICF) and its objectives should be emphasized in sponsoring international conferences.

1. **Objectives and Goals of the ICF:** The primary objectives of the ICF in sponsoring international conferences are multifaceted and serve several purposes:
 - a) **Knowledge Sharing:** One of the key objectives is to facilitate knowledge sharing. International conferences provide a platform for experts, professionals, and scholars from different countries to exchange ideas, experiences, and expertise. This contributes to the dissemination of knowledge, fosters innovation, and keeps the Philippines updated with global trends and advancements.
 - b) **Promoting the Philippines:** Hosting international conferences can serve as a means of promoting the Philippines on the global stage. It offers an opportunity to showcase the country's culture, infrastructure,



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and hospitality to participants from around the world. Positive experiences from these conferences can enhance the country's reputation and attract future events and investments.

- c) **Networking:** International conferences bring together a diverse group of individuals and organizations. The ICF aims to promote networking opportunities, fostering connections and collaborations among participants. Networking can lead to partnerships, research collaborations, and business opportunities, which can benefit the Philippines.
- d) **Capacity Building:** Another crucial objective is capacity building. International conferences often include workshops, seminars, and training sessions. These activities enhance the skills and knowledge of participants, which can have a long-term impact on the Philippines by creating a more skilled and knowledgeable workforce.

2. Labor Mobility and Mutual Recognition Arrangements (MRAs): The ICF should also highlight the importance of labor mobility, particularly for skilled professionals, and how MRAs play a role in facilitating this mobility.

Labor Mobility and work in different countries. It is a critical aspect of economic integration, as it allows for the efficient allocation of talent and skills across borders. In the context of the ASEAN Economic Community (AEC), labor mobility is a significant goal to promote regional economic cooperation and development. On the other hand, Mutual Recognition Arrangements (MRAs) are agreements among ASEAN Member States (AMS) that establish mechanisms for recognizing qualifications, licenses, and professional standards across borders. They are designed to facilitate the movement of skilled professionals within the region. This means that if a professional is qualified and licensed in one AMS, their qualifications and licenses are recognized and accepted in other member countries.

MRAs offer several benefits. They reduce barriers for professionals seeking employment in other AMS, encourage the free flow of skilled labor, and promote the efficient use of human capital. Professionals can capitalize on opportunities in different member states without the burden of requalification or retraining. This, in turn, promotes trade in services and contributes to the overall integration of the AEC.

The ICF's objectives show that sponsoring international conferences align with broader goals such as knowledge sharing, promoting the Philippines, networking, and capacity building. Additionally, it emphasizes the critical role of labor mobility and MRAs in the context of ASEAN's regional integration efforts, underlining the importance of recognizing professional qualifications to facilitate the movement of skilled individuals and enhance economic cooperation within the region.

Stakeholder Analysis of the IC

Stakeholder analysis is a crucial aspect of planning and organizing international conferences. It helps identify and understand the key individuals, groups, or organizations with a vested interest in the event. The key stakeholders involved in international conferences and their expectations/requirements are the following:

1. Foreign Speakers and Counterparts:

- a) Expectations: Foreign speakers and counterparts typically expect a well-organized event where they can share their expertise and insights. They seek opportunities for networking and collaboration with local professionals.
- b) Requirements: Travel arrangements, accommodation, visa support (if applicable), and clear communication regarding their roles and responsibilities during the conference.

2. Government Bodies:

- a) Expectations: Government bodies may have various expectations depending on the conference's nature. They often expect the conference to align with national policies, promote the country's interests, and contribute to diplomatic relations.
- b) Requirements: Support for logistical and administrative aspects, involvement in policy discussions, and assistance in handling any international agreements or commitments arising from the conference.

3. Academic Institutions:

- a) Expectations: Academic institutions aim to showcase research, promote their programs, and foster academic collaboration. They expect the conference to facilitate knowledge exchange and provide a platform for their faculty and students.



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- b) Requirements: Presentation opportunities for faculty and students, academic paper submissions, and access to conference materials.

4. Organizers:

- a) Expectations: Organizers, whether professional conference organizers or in-house teams, expect the conference to run smoothly, attract participants, and meet financial goals.
- b) Requirements: Budgetary support, marketing and promotional assistance, venue coordination, and logistical support.

5. Participants:

- a) Expectations: Participants expect a valuable experience, including access to high-quality content, networking opportunities, and a well-organized event.
- b) Requirements: Registration processes, access to conference materials, clear schedules, and responsive customer support.

6. Regulatory Bodies:

- a) Expectations: Regulatory bodies may have requirements related to compliance with local laws, regulations, and safety standards.
- b) Requirements: Compliance with legal and regulatory requirements, permits, and adherence to safety protocols.

7. Technology and Service Providers:

- a) Expectations: Technology and service providers expect clear specifications for their services and timely payment.
- b) Requirements: Detailed contracts, technical specifications, and payment schedules.

In summary, stakeholder analysis for international conferences involves identifying and understanding the diverse interests, expectations, and requirements of the various parties involved. Effective communication and coordination with these stakeholders are essential for the successful planning and execution of international conferences.

KPIs that align with the objectives of the ICF

Certainly, developing Key Performance Indicators (KPIs) is essential for evaluating the success of international conferences sponsored by the International Commitments Fund (ICF). These KPIs should align with the objectives of the ICF and provide a comprehensive assessment of the conference's impact and effectiveness. Here's a set of KPIs to consider:

1. Attendance:

- a) KPI: Number of Participants
- b) Measurement: Count the total number of registered and attended participants at the conference.
- c) Objective: Assess the conference's ability to attract and engage a diverse and substantial audience.

2. Content Quality:

- a) KPI: Relevance and Impact of Conference Topics and Presentations
- b) Measurement: Conduct post-conference surveys or evaluations to gauge attendee satisfaction with the content and its impact on their knowledge and professional development.
- c) Objective: Ensure that the conference delivers valuable and relevant content that aligns with the ICF's objectives.

3. Networking Opportunities:

- a) KPI: Effectiveness of Networking Sessions
- b) Measurement: Collect feedback on the networking sessions, including the number of connections made, collaboration opportunities identified, and the perceived effectiveness of networking events.



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- c) Objective: Evaluate the success of the conference in facilitating meaningful interactions among participants.

4. Promotion:

- a) KPI: Reach and Impact of Promotional Activities
- b) Measurement: Analyze the reach and engagement of promotional campaigns, including website traffic, social media engagement, email open rates, and media coverage.
- c) Objective: Determine the effectiveness of promotional efforts in attracting participants and creating visibility for the conference.

5. Financial Viability:

- a) KPI: Economic Benefits to the Philippines
- b) Measurement: Calculate the economic impact of the conference, considering factors such as revenue generated, increased tourism, and business opportunities created.
- c) Objective: Assess the conference's contribution to the local economy and its alignment with broader economic development goals.

6. Knowledge Transfer:

- a) KPI: Knowledge Transfer and Application
- b) Measurement: Track the extent to which attendees apply the knowledge and insights gained from the conference in their professional roles or academic pursuits.
- c) Objective: Evaluate the conference's success in facilitating knowledge transfer and its practical application.

7. Participant Feedback:

- a) KPI: Participant Satisfaction
- b) Measurement: Gather feedback through surveys or evaluations to assess overall participant satisfaction, including content, organization, logistics, and overall experience.
- c) Objective: Ensure that the conference meets or exceeds participant expectations.

8. Follow-up Engagement:

- a) KPI: Post-Conference Engagement
- b) Measurement: Monitor post-conference activities, such as continued collaboration among participants, follow-up events, and ongoing engagement with conference materials.
- c) Objective: Assess the long-term impact of the conference and its ability to sustain relationships and initiatives beyond the event.

By tracking these KPIs, the ICF can gain valuable insights into the success and impact of its sponsored international conferences, helping to inform future planning and improvements to achieve its objectives effectively.

Criteria for selecting conferences to receive funding from the ICF

Defining clear criteria for selecting conferences to receive funding from the International Commitments Fund (ICF) is essential to ensure that resources are allocated to events that align with the country's goals and maximize the impact of the sponsorship. Here are the criteria to consider:

1. Alignment with National Goals:

- a) Criterion: Alignment with National Strategic Priorities
- b) Description: Evaluate how well the conference aligns with the strategic goals and priorities outlined in the country's development plans, such as the Philippine Development Plan (PDP) and AmbisyonNatin 2040. Assess the conference's potential to contribute to national economic, social, or cultural objectives.

2. Reputation of Organizers:

- a) Criterion: Organizers' Track Record and Credibility
- b) Description: Examine the track record and reputation of the conference organizers. Consider factors such as their history of successfully hosting similar events, their expertise in the subject matter, and their ability to deliver high-quality conferences.



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3. Expected Outcomes:

- a) Criterion: Potential Outcomes and Impact
- b) Description: Evaluate the expected outcomes of the conference, including its potential for knowledge transfer, innovation, and economic benefits. Consider the extent to which the conference can create tangible and measurable results that benefit the country and its stakeholders.

4. Inclusivity:

- a) Criterion: Inclusive Participation
- b) Description: Assess the inclusivity of the conference in terms of diverse participation. Look at whether the event encourages the involvement of various stakeholders, including different sectors, demographics, and regions. Consider diversity in speakers, attendees, and perspectives.

5. Sustainability:

- a) Criterion: Contribution to Sustainability Goals
- b) Description: Examine how the conference contributes to sustainability goals, including environmental, social, and economic sustainability. Consider whether the event promotes responsible practices, reduces its environmental footprint, and supports long-term positive impacts.

6. International Agreements:

- a) Criterion: Compliance with International Agreements
- b) Description: Verify that the conference aligns with international agreements or commitments made by the Philippines. If the event is part of an international agreement or commitment, it should be given priority as it demonstrates adherence to diplomatic obligations.

7. Innovation and Creativity:

- a) Criterion: Innovative and Creative Aspects
- b) Description: Recognize conferences that demonstrate innovative and creative approaches in their format, content, and delivery. Events that introduce novel concepts, technologies, or methodologies can contribute to the country's competitiveness and knowledge base.

8. Financial Viability:

- a) Criterion: Financial Sustainability
- b) Description: Ensure that the conference organizers have a sustainable financial plan. Evaluate their ability to secure additional funding sources, manage budgets effectively, and demonstrate a clear plan for financial sustainability beyond the ICF sponsorship.

9. Geographic Diversity:

- a) Criterion: Geographic Representation
- b) Description: Consider the geographic representation of the conference. Encourage events that rotate locations within the Philippines, promoting inclusivity and ensuring that different regions have opportunities to host international conferences.

10. Public Interest and Awareness:

- a) Criterion: Public Interest and Awareness
- b) Description: Assess the level of public interest and awareness generated by the conference. Events that engage and educate the broader public on relevant topics may be prioritized, as they contribute to informed citizenship and social development.

By applying these criteria, the ICF can make informed decisions about which conferences to support, ensuring that resources are directed toward events that align with national goals, uphold high standards, and have a meaningful and sustainable impact on the Philippines and its stakeholders.



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Conclusions

1. The study outlines crucial criteria for evaluating the success of international conferences funded by the International Commitments Fund (ICF) of the Philippines, which are: 1) Alignment with national goals, 2) Reputation of organizers, 3) Expected outcomes, 4) Inclusive participation, 5) Contribution to sustainability goals, 6) Compliance with international agreements, 7) Innovative and creative aspects, 8) Financial sustainability, 9) Geographic representation, 10) Public interest and awareness, and 11) Development of Key Performance Indicators (KPIs) that align with the ICF's objectives. By integrating these criteria, the strategic value and effectiveness of ICF-funded international conferences will be significantly enhanced, leading to impactful investments in global engagements that further the Philippines' interests and contribute to international discourse.
2. The study emphasizes the critical role of well-defined evaluation criteria in the selection process of international conferences sponsored by the International Commitments Fund (ICF). These criteria serve as a vital tool for assessing conference proposals, ensuring alignment with national goals, and optimizing the utilization of allocated funds.
3. It is evident that the evaluation criteria should be closely aligned with the strategic priorities outlined in the Philippine Development Plan (PDP) 2017-2022 and Ambisyon Natin 2040. This alignment ensures that sponsored conferences contribute meaningfully to the country's economic, social, and cultural development.
4. The research underscores the significance of international agreements and commitments in the selection process. Hosting conferences that fulfill obligations under these agreements not only strengthens diplomatic relations but also enhances the country's global reputation and cooperation.
5. Proposals submitted for funding must adhere to a comprehensive structure that includes essential elements like executive summaries, rationales, descriptions, legal bases, and detailed budgets. These elements facilitate a thorough and standardized evaluation process.

Recommendations

1. It is recommended that the International Commitments Fund (ICF) regularly reviews and revises the evaluation criteria to remain aligned with evolving national goals and international commitments. An annual or biennial assessment of the criteria's relevance ensures that they continue to serve their intended purpose effectively.
2. The ICF can offer capacity-building workshops and guidance to potential conference organizers to help them meet the comprehensive proposal requirements. This support can include workshops on proposal writing, budgeting, and event planning to improve the quality of submissions.
3. Implement a robust monitoring and evaluation system for conferences that receive ICF funding. Regularly assess whether these conferences meet their objectives and whether the allocated funds are utilized effectively. This feedback loop can inform future funding decisions.
4. Strengthen collaborations with international bodies and organizations relevant to the conference themes. These partnerships can enhance the quality and impact of conferences while also contributing to diplomatic relations and knowledge exchange.
5. Place a greater emphasis on sustainability in the evaluation criteria. Encourage conferences to adopt sustainable practices in areas such as waste reduction, carbon footprint reduction, and responsible sourcing to align with global sustainability goals.

Disclaimer:

The findings and conclusions presented in this research study are the author's independent and expert analysis and should not be attributed to or construed as endorsed by their affiliated institution or organization. The author assumes entire responsibility for the accuracy and completeness of this study.

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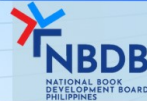
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Appendix A

Survey Questionnaire in Evaluating the Success of International Conferences sponsored by the International Commitments Fund (ICF) of the Philippines

Conference Proposal Information:

1. Title of the Proposed Conference: _____
2. Date and Venue: _____
3. Name of the Organizing Committee/Organization: _____
4. Contact Person: _____
5. Email Address: _____
6. Phone Number: _____

Please rate the following criteria on a scale of 1 to 5, with 1 being "Poor" and 5 being "Excellent," based on the conference proposal you have reviewed.

1. Alignment with National Goals

How well does the proposed conference align with the strategic goals and priorities outlined in the country's development plans, such as the Philippine Development Plan (PDP) and AmbisyonNatin 2040?

- 1 (Poor)
- 2 (Fair)
- 3 (Good)
- 4 (Very Good)
- 5 (Excellent)

2. Reputation of Organizers

How would you rate the track record and credibility of the conference organizers, including their history of successfully hosting similar events and expertise in the subject matter?

- 1 (Poor)
- 2 (Fair)
- 3 (Good)
- 4 (Very Good)
- 5 (Excellent)

3. Expected Outcomes

How promising are the expected outcomes of the conference, including its potential for knowledge transfer, innovation, and economic benefits?

- 1 (Poor)
- 2 (Fair)
- 3 (Good)
- 4 (Very Good)
- 5 (Excellent)

4. Inclusivity

To what extent does the proposed conference encourage the involvement of various stakeholders, including different sectors, demographics, and regions?

- 1 (Poor)
- 2 (Fair)
- 3 (Good)
- 4 (Very Good)
- 5 (Excellent)



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5. Sustainability

How well does the conference proposal address sustainability goals, including environmental, social, and economic sustainability?

- 1 (Poor)
- 2 (Fair)
- 3 (Good)
- 4 (Very Good)
- 5 (Excellent)

6. International Agreements

Does the proposed conference align with international agreements or commitments made by the Philippines? Please provide details.

- 1 (Poor)
- 2 (Fair)
- 3 (Good)
- 4 (Very Good)
- 5 (Excellent)

7. Innovation and Creativity

To what extent does the conference proposal demonstrate innovative and creative approaches in its format, content, and delivery?

- 1 (Poor)
- 2 (Fair)
- 3 (Good)
- 4 (Very Good)
- 5 (Excellent)

8. Financial Viability

How well-prepared are the conference organizers in terms of financial sustainability, budget management, and securing additional funding sources?

- 1 (Poor)
- 2 (Fair)
- 3 (Good)
- 4 (Very Good)
- 5 (Excellent)

9. Geographic Diversity

Does the conference proposal consider geographic representation and inclusivity by rotating locations within the Philippines?

- 1 (Poor)
- 2 (Fair)
- 3 (Good)
- 4 (Very Good)
- 5 (Excellent)

10. Public Interest and Awareness

To what extent does the proposed conference generate public interest and awareness on relevant topics? How does it engage and educate the broader public?

- 1 (Poor)
- 2 (Fair)
- 3 (Good)
- 4 (Very Good)
- 5 (Excellent)



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Additional Comments and Suggestions:

Please provide any additional comments or suggestions regarding the conference proposal and the evaluation criteria.

11. Development of KPIs

How well does the conference proposal address the development of Key Performance Indicators (KPIs) that align with the objectives of the ICF?

Please rate the following aspects on a scale of 1 to 5, with 1 being "Poor" and 5 being "Excellent," based on the conference proposal you have reviewed.

Attendance: (Number of Participants)

Measurement: Count the total number of registered and attended participants at the conference.

Objective: Assess the conference's ability to attract and engage a diverse and substantial audience.

- 1 (Poor)
- 2 (Fair)
- 3 (Good)
- 4 (Very Good)
- 5 (Excellent)

Content Quality: (Relevance and Impact of Conference Topics and Presentations)

Measurement: Conduct post-conference surveys or evaluations to gauge attendee satisfaction with the content and its impact on their knowledge and professional development.

Objective: Ensure that the conference delivers valuable and relevant content that aligns with the ICF's objectives.

- 1 (Poor)
- 2 (Fair)
- 3 (Good)
- 4 (Very Good)
- 5 (Excellent)

Networking Opportunities: (Effectiveness of Networking Sessions)

Measurement: Collect feedback on the networking sessions, including the number of connections made, collaboration opportunities identified, and the perceived effectiveness of networking events.

Objective: Evaluate the success of the conference in facilitating meaningful interactions among participants.

- 1 (Poor)
- 2 (Fair)
- 3 (Good)
- 4 (Very Good)
- 5 (Excellent)

Promotion: (Reach and Impact of Promotional Activities)

Measurement: Analyze the reach and engagement of promotional campaigns, including website traffic, social media engagement, email open rates, and media coverage.

Objective: Determine the effectiveness of promotional efforts in attracting participants and creating visibility for the conference.

- 1 (Poor)
- 2 (Fair)
- 3 (Good)
- 4 (Very Good)
- 5 (Excellent)



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Financial Viability: (Economic Benefits to the Philippines)

Measurement: Calculate the economic impact of the conference, considering factors such as revenue generated, increased tourism, and business opportunities created.

Objective: Assess the conference's contribution to the local economy and its alignment with broader economic development goals.

- 1 (Poor)
- 2 (Fair)
- 3 (Good)
- 4 (Very Good)
- 5 (Excellent)

Knowledge Transfer: (Knowledge Transfer and Application)

Measurement: Track the extent to which attendees apply the knowledge and insights gained from the conference in their professional roles or academic pursuits.

Objective: Evaluate the conference's success in facilitating knowledge transfer and its practical application.

- 1 (Poor)
- 2 (Fair)
- 3 (Good)
- 4 (Very Good)
- 5 (Excellent)

Participant Feedback: (Participant Satisfaction)

Measurement: Gather feedback through surveys or evaluations to assess overall participant satisfaction, including content, organization, logistics, and overall experience.

Objective: Ensure that the conference meets or exceeds participant expectations.

- 1 (Poor)
- 2 (Fair)
- 3 (Good)
- 4 (Very Good)
- 5 (Excellent)

Follow-up Engagement: a) Post-Conference Engagement

Measurement: Monitor post-conference activities, such as continued collaboration among participants, follow-up events, and ongoing engagement with conference materials.

Objective: Assess the long-term impact of the conference and its ability to sustain relationships and initiatives beyond the event.

- 1 (Poor)
- 2 (Fair)
- 3 (Good)
- 4 (Very Good)
- 5 (Excellent)