

RGC Ref. No.¹:

RESEARCH GRANTS COUNCIL (RGC)
POSTDOCTORAL FELLOWSHIP SCHEME (PDFS) 2020/21
Nomination Form (PDFS-1)

Important Notes

1. Please read the Explanatory Notes (PDFS-2) as well as the Operation Guide for the RGC Postdoctoral Fellowship Scheme carefully before completing this form.
2. One soft copy in Word (via email to PDFS@ugc.edu.hk) and four hard copies (including the original version) of each nomination are required to reach the UGC Secretariat by the stipulated deadline. Late submission will not be entertained.
3. To safeguard the interests of the researcher and the university, the supporting university bears the primary responsibility for prevention, detection and investigation of research misconduct, including but not limited to misuse of funds, data falsification, plagiarism and double-dipping.
4. Please fill in the RGC Ref. No in the following format :

“PDFS2021” + dash “ - ” + one-digit university code + selection panel code (“H” or “S”) + two-digit ordinal number (e.g. PDFS2021-3H01), as detailed in the Explanatory Notes.

SECTION A GENERAL INFORMATION

A(i) Nominee’s Information

Title (Dr / Mr / Ms / Mrs*)

Gender:

* Please delete as appropriate

Family Name: Given Name:

(Please use the name as shown in the nominee’s Hong Kong Identity Card or passport)

Name in Chinese
(if applicable): HK Permanent Resident ²:Date of Birth:
(dd/mm/yyyy)

* Please delete as appropriate

Nationality: Place of Birth:

¹ Please refer to Important Notes 4 and the Explanatory Notes (PDFS-2).

² As defined under the Immigration Ordinance at <https://www.immd.gov.hk/eng/services/roa/eligible.html>

HKID / Passport Number*:

* Please delete as appropriate

Contact Phone Number:

(Country Code) (Area Code) (Number)

Email:

Open Researcher and Contributor
ID Identifier (ORCID iD):

Research Field Area(s)³
(max. 2):

Code(s)³:

Correspondence Address:
(Please state postal code,
if applicable)

A(ii) Nominating / Supporting University

Name of Nominating /
Supporting University:

Recruiting Faculty / School /
Department / Division / Unit:

SECTION B UNIVERSITY ASSESSMENT

[Please tick '✓' in the appropriate box.]

B(i) Interview Assessment

Face-to-face interview has been conducted with the nominee on:

(dd/mm/yyyy)

Telephone / video conferencing interview has been conducted with
the nominee on:

(dd/mm/yyyy)

³ Please refer to Annex A of the Explanatory Notes (PDFS-2).

The interview was conducted by

Faculty / School / Department /
Division / Unit:

Name and post of interviewer /
Composition of interview panel:

Language used in the interview:

B(ii) Comment on Nominee

Please comment on the nominee in respect of (1) to (5) below. Please refrain from mentioning the name of the nominating / supporting university to enable blind review to be conducted. Please mark "No comment" if needed.

- (1) How would your university rate the academic strength of the nominee in comparison with PhD graduates in the same discipline / field of study? (*max. 500 words*)

- (2) How would your university assess the research ability and potential of the nominee (e.g. whether the nominee has a convincing reason of his / her research interest, how well the research plan was explained in the interview, and how ready the nominee is to undertake the proposed research)? (*max. 500 words*)

- (3) Please provide the university's assessment of the degree of fitness between the nominee's research interest / proposal / plan and the expertise of university's recruiting school / department / division / unit, and explain how the nominee fits within the existing research environment. (*max. 500 words*)

- (4) Please provide the university's assessment of the nominee's leadership skills as well as potential to lead in the field and other observations. *(max. 500 words)*

- (5) Please comment on the qualifications and award(s) in Sections E and F attained by the nominee (i.e. whether the qualifications and award(s) are supported by authentic credentials and duly reflect the nominee's strength). *(max. 500 words)*

B(iii) Plagiarism Checking (on Research Plan and related information in Section G only)

This is to confirm that plagiarism checking has been conducted on the Research Plan and related information submitted by the nominee in Section G.

This is to report that suspected plagiarism is detected in the Research Plan and related information submitted by the nominee in Section G.

If the selection panel assigned to review the nomination confirms that the nomination comprises plagiarism or plagiarised text, the nomination may be disqualified. The judgment of the RGC is final in respect of such disqualification.

Please provide detailed justifications if nomination is recommended for the nomination with suspected plagiarism.

Other remark(s), if available

SECTION C RECOMMENDATION

[Please tick '✓' in the appropriate box.]

C(i) It is proposed that this nomination be assessed by the

Humanities, Social Sciences and Business Studies Panel

Science, Medicine, Engineering and Technology Panel

C(ii) Referee's Report

Please attach* Parts A and B of the Referees' Reports (PDFS-3), as specified in Section D – Academic Referees, in PDF format in which the information of the nominating / supporting university should be concealed. The referees' reports should be written by those who know the nominee well rather than providing just another supporting letter from the nominating / supporting university. Referees' reports should not contain any mention of the nominating / supporting university to enable blind review to be conducted.

This is to confirm that Parts A and B of the Referees' Reports (PDFS-3) are attached.

C(iii) Recommendation from Past / Current Affiliated University

Has the nominee provided any proof of recommendation by the past / current affiliated university(ies), i.e. official letters or documents issued at university / institutional / faculty / school / departmental level and not in a personal capacity?

 Yes

 No

If yes, please attach* a copy of the recommendation and mask the content that may disclose the nominating university which supports the nominee for the PDFS.

* (i) Please merge all documents for Section C into one PDF file.

(ii) The size of the PDF file should not exceed 5 MB.

(iii) The PDF file should not contain any cross-referencing such as hyperlinks and special features other than text.

(iv) Please name the file in the format of: last four digits of the PDFS Reference Number + underscore + capital letter "C", e.g. "3H01_C".

SECTION D ACADEMIC REFEREES

Please provide details of two academic referees who have completed an Academic Referee's Report form (PDFS-3) to support this nominee. Only two Academic Referee's Report forms should be submitted to RGC.

D(i) First Referee

Title (Professor / Dr / Mr / Ms / Mrs*)

* Please delete as appropriate

Family Name:

Given Name:

University / Organisation:

Position:

Relationship to Nominee:

Email Address:

Contact Phone Number:

(Country Code)

(Area Code)

(Number)

D(ii) Second Referee

Title (Professor / Dr / Mr / Ms / Mrs*)

** Please delete as appropriate*

Family Name:

Given Name:

University / Organisation:

Position:

Relationship to Nominee:

Email Address:

Contact Phone Number:

*(Country Code)**(Area Code)**(Number)***SECTION E ACADEMIC QUALIFICATIONS**

Please give a complete profile in reverse chronological order starting from the most recent education (completed or otherwise) and provide soft copies of each certificate / official transcript / qualification. Please ensure that the soft copies provided are legible. Falsification of qualification will lead to disqualification of this nomination.

Academic Qualification 1

Qualification Obtained / to be Obtained	
University (and Country)	
Date / Expected Date of Award (<i>mm/yyyy</i>)	
Date of Attendance (from) (<i>mm/yyyy</i>)	
Major / Field of Study	
Mode of Study (<i>e.g. full-time</i>)	
Honours / Award Classification (<i>e.g. First Class Honours</i>)	
Dissertation / Thesis Title (<i>if applicable</i>)	

Academic Qualification 2

Qualification Obtained / to be Obtained	
University (and Country)	
Date / Expected Date of Award (<i>mm/yyyy</i>)	
Date of Attendance (from) (<i>mm/yyyy</i>)	
Major / Field of Study	
Mode of Study (<i>e.g. full-time</i>)	
Honours / Award Classification (<i>e.g. First Class Honours</i>)	
Dissertation / Thesis Title (<i>if applicable</i>)	

Academic Qualification 3

Qualification Obtained / to be Obtained	
University (and Country)	
Date / Expected Date of Award (<i>mm/yyyy</i>)	
Date of Attendance (from) (<i>mm/yyyy</i>)	
Major / Field of Study	
Mode of Study (<i>e.g. full-time</i>)	
Honours / Award Classification (<i>e.g. First Class Honours</i>)	
Dissertation / Thesis Title (<i>if applicable</i>)	

- * (i) Please feel free to add more academic qualifications as necessary.
(ii) Please merge all certificates / documents for Section E into one PDF file.
(iii) The size of the PDF file should not exceed 5 MB.
(iv) Please name the file in the format of: last four digits of the PDFS Reference Number + underscore + capital letter "E", e.g. "3H01_E".

SECTION F PUBLICATIONS, PROFESSIONAL QUALIFICATIONS, PRIZES AND AWARDS, TRAINING

[Please tick '✓' in the appropriate box.]

F(i) List of Publications

Publication(s) is/are available: Yes No

If yes, please provide details of a maximum of five most representative publications in recent five years in the format as shown below:

Publication 1

Publication Type <i>(e.g. journal paper, book chapter, conference paper)</i>	
Author(s) <i>(in exact order as shown in the publication)</i>	
Title of Publication	
Name of Journal / Publisher / Conference	
Publication Status <i>(e.g. Published, Accepted, Revised and Re-submitted)</i>	
Date of Publication <i>(mm/yyyy)</i>	
Peer-reviewed <i>(Y/N)</i>	
Citation / Publication information <i>(if available, please provide full citation)</i>	
URL of the publication	

Publication 2

Publication Type <i>(e.g. journal paper, book chapter, conference paper)</i>	
Author(s) <i>(in exact order as shown in the publication)</i>	
Title of Publication	
Name of Journal / Publisher / Conference	
Publication Status <i>(e.g. Published, Accepted, Revised and Re-submitted)</i>	
Date of Publication <i>(mm/yyyy)</i>	
Peer-reviewed <i>(Y/N)</i>	
Citation / Publication information <i>(if available, please provide full citation)</i>	
URL of the publication	

Publication 3

Publication Type <i>(e.g. journal paper, book chapter, conference paper)</i>	
Author(s) <i>(in exact order as shown in the publication)</i>	
Title of Publication	
Name of Journal / Publisher / Conference	
Publication Status <i>(e.g. Published, Accepted, Revised and Re-submitted)</i>	
Date of Publication <i>(mm/yyyy)</i>	
Peer-reviewed <i>(Y/N)</i>	
Citation / Publication information <i>(if available, please provide full citation)</i>	
URL of the publication	

Publication 4

Publication Type <i>(e.g. journal paper, book chapter, conference paper)</i>	
Author(s) <i>(in exact order as shown in the publication)</i>	
Title of Publication	
Name of Journal / Publisher / Conference	
Publication Status <i>(e.g. Published, Accepted, Revised and Re-submitted)</i>	
Date of Publication <i>(mm/yyyy)</i>	
Peer-reviewed <i>(Y/N)</i>	
Citation / Publication information <i>(if available, please provide full citation)</i>	
URL of the publication	

Publication 5

Publication Type <i>(e.g. journal paper, book chapter, conference paper)</i>	
Author(s) <i>(in exact order as shown in the publication)</i>	
Title of Publication	

Name of Journal / Publisher / Conference	
Publication Status (e.g. <i>Published, Accepted, Revised and Re-submitted</i>)	
Date of Publication (mm/yyyy)	
Peer-reviewed (Y/N)	
Citation / Publication information (if available, please provide full citation)	
URL of the publication	

F(ii) Professional Qualifications, Prizes and Awards

Professional Qualifications, Prizes or Awards Attainment:

Yes

No

If yes, please provide details of any professional qualifications, awards attained which may reflect properly the nominee's academic capability and research potential for Selection Panels' evaluation:

Name of Awarding Body	
Country	
Award (including scholarship, prizes, Dean's list award / qualification / membership of a professional society or organisation)	
Means of Attainment (e.g. by competition, election, nomination, examination, fulfilment of credits / experience, award on merit)	
Date / Expected Date of Award (mm/yyyy)	

**Please feel free to add more professional qualifications / prizes / awards as necessary.*

F(iii) Training

Training Attendance/Participation:

Yes

No

If yes, please provide details of training received that is relevant to the nominee's proposed research / research project to be assigned to the nominee during the fellowship period:

Name of Organisation	
Country	
Course / Programme Attended	
Period of Training (mm/yyyy to mm/yyyy)	

**Please feel free to add more training record as necessary.*

SECTION G PROPOSED RESEARCH

Important Note: Please refrain from mentioning the name of the nominating / supporting university, in any part of the research plan. All contents in this section are subject to plagiarism checking. In the event that plagiarism or plagiarised text is detected in any part of this form, the RGC reserves the right to disqualify this nomination.

Proposed Research Project(s) / Activities – Please specify the research project(s) / activities to be assigned to the nominee during the fellowship period in max. 1,500 words:

Proposed Research Plan (if applicable) – Please include the nominee’s proposed research plan (if applicable) with detailed objectives and methodology. Please also provide references or citations, if applicable, in max. 1,500 words:

Potential Impact of the Proposed Research – Please elaborate the potential impact of the nominee’s proposed research project(s), if applicable, in max. 1,500 words:

SECTION H PAST RESEARCH EXPERIENCE

Past Research Experience – Please include the nominee’s related experience or participation in research projects (if any) in max. 1,500 words:

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SECTION I WORKING EXPERIENCE

[Please tick ‘✓’ in the appropriate box.]

Working Experience:

Yes No

If yes, please report (in reverse chronological order) on the nominee’s working experience for Selection Panel’s evaluation:

Name of Organisation	Position Held	Period of Employment (mm/yyyy to mm/yyyy)	Full-time / Part-time	Major Responsibilities (max. 50 words for each working experience)

SECTION J UNIVERSITY ENDORSEMENT / SUPPORT

[To be completed and signed by the appropriate authority of the university for submission.]

(*Please tick ‘✓’ in the appropriate box.)

Eligibility Requirement for PDFS

I confirm that:

- (a) the nominee has obtained a legal right to work and reside in Hong Kong during the fellowship period;
- (b) the nominee has obtained / been conferred a PhD degree or an equivalent qualification not more than three (calendar) years before the (calendar) year of nomination, or will complete the requirement of a PhD degree or an equivalent qualification within six months from the closing date of nomination; and

- (c) the nominee is a graduate in the relevant field of the research projects / activities to which he / she is to be assigned.

Employment and Related Support for Postdoctoral Fellow

I confirm that if the nominee is awarded the 36-month fellowship:

- (a) the university will offer the nominee (awardee) an appointment as Postdoctoral Fellow throughout the fellowship period;
- (b) the university will support the nominee's (awardee's) appointment with basic salary and a conference and research-related travel allowance (no less than the stipend level as stipulated in the operational guide of PDFS), and other fringe benefits as deemed appropriate, throughout the fellowship period;
- (c) the university and the nominee (awardee) understand the monitoring / reporting requirements as set out in the operational guide of PDFS;
- (d) the university and the nominee (awardee) will abide by all relevant UGC / RGC guidelines; and
- (e) any unspent balance including interest income generated of the fellowship stipend will be returned to the UGC Secretariat within three months from the date of completion of the fellowship.

Signature of Nominee	:	_____	Signature of University Representative	:	_____
Title / Name	:	_____ (in BLOCK letters)	Title / Name	:	_____ (in BLOCK letters)
Date	:	_____	Designation	:	_____
			University	:	_____
			Date	:	_____