

**MEMORANDUM No. 06.1**

To : **M. LINDA D. MACOROL**  
**OIC, PRC Registration Division**

FROM : **PR Board of ARCHITECTURE (PRBoA)**

RE : **Interim Accreditation of Continuing Professional Development (CPD) Instruction Providers Other than the Integrated and Accredited Professional Organization of Architects (IAPOA) Based on PRC Guidelines and on the Program Formulated by the IAPOA Continuing Professional Education (CPE) Council**

DATE : June 20, 2007

---

Dear Madam,

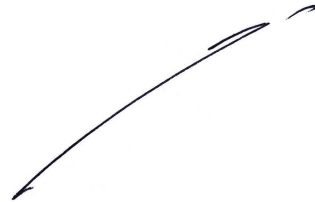
The provisions on the **accreditation of CPD providers (other than the IAPOA)** under both **R.A. No. 9266** and its **IRR** (covered by **PRBoA Resolution No. 7, Series of 2004**, reference also **Annex "B"** of this Memo) are already in full effect since 10 April 2004 and 01 December 2004 respectively (+3.0 and +2.5 years ago), and are now in need of **immediate** implementation. The **interim PRC acceptance and processing of applications for the accreditation of CPD providers (other than the IAPOA)**, in full compliance with both **R.A. No. 9266** and with its **IRR**, must therefore commence the soonest.

The pertinent application form is attached **for PRC review** (reference **Annex "A"** of this Memo). The PRBoA defers to the PRC on the matter of determining the appropriate charges/ fees for the said accreditation of CPD providers (other than the IAPOA).

Thank You very much for the attention You shall give this matter.

Yours sincerely,

**For and by Authority of the PRBoA**



**ARMANDO N. ALLÍ**  
Chairman

Received by:

---

Date:

# ANNEX "A"

## PROFESSIONAL REGULATION COMMISSION PROFESSIONAL REGULATORY BOARD OF ARCHITECTURE

### APPLICATION FOR THE ACCREDITATION OF CONTINUING PROFESSIONAL DEVELOPMENT (CPD) INSTRUCTION PROVIDERS OTHER THAN THE INTEGRATED AND ACCREDITED PROFESSIONAL ORGANIZATION OF ARCHITECTS (IAPOA)

#### I. INFORMATION CONCERNING THE APPLICANT CPD INSTRUCTION PROVIDER

1A. Full Name of Firm, Agency, Organization or Individual:

\_\_\_\_\_

1B. Abbreviated Name of Firm, Agency, Organization or Individual:

\_\_\_\_\_

2. Category :     Firm         Agency         Organization         Individual

3. Full Names of Firm/Agency/Organization Partners/ Directors/ Trustees	Citizenship	Position in Firm/Agency/ Organization
--	-------------	--

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

4A. DTI/ SEC Certificate of Registration No. and Date (for Firm, Agency or Organization):

\_\_\_\_\_

4B. DTI/ SEC Certificate of Registration No. and Date (for Firm, Agency or Organization):

\_\_\_\_\_

5. Business Permit No. and Date (for Firm, Agency or Organization) \_\_\_\_\_

6. TIN (for Firm, Agency Organization or Individual): \_\_\_\_\_

7. Complete and Current Address of Principal Office (for Firm, Agency Organization or Individual):

\_\_\_\_\_

8. Tel: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

9. Name/Address of Branch(es) Sub-Office(s), if any:

\_\_\_\_\_

10. Name, Location of & Contact Data on the Venue in which the CPD Instruction shall be Offered:

\_\_\_\_\_

---

11. Name and Information on the **Architect/s who shall conduct the CPD** lecture/s:

11A. Full Name of Registered/ Licensed Architect	Architect Registration Certificate Number (and License Expiry Date)	Name of Architectural Firm (and Position in Firm)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

11. In case of Architectural Firm, PRC Registration Number (and Expiry Date of Architectural Firm License)

---

12. Statement as to the exact nature of CPD Instruction to be Offered by the Applicant Firm, Agency, Organization or Individual

---

---

---

---

---

---

13. Period of Requested CPD Instruction Offering:

\_\_\_\_\_ day/s  
\_\_\_\_\_ week/s  
\_\_\_\_\_ month/s (maximum at 4 months before a re-filing of this application is required)

**CERTIFICATION**

This is to certify that the foregoing entries/ information are true and correct on my own knowledge.

---

Name/ Signature of Individual Architect or Duly-Authorized Representative of Architectural Organization or Firm Filing this Application

(attach the covering Resolution of the Applicant's Board of Directors/ Trustees or Applicant Firm's Secretary's Certificate (as applicable))

Position/s of Representative in the Applicant Firm/ Agency/ Organization:

---

Date of Signing:

---

## ACKNOWLEDGEMENT

Republic of the Philippines) s.s.  
City of \_\_\_\_\_ )

Personally appearing before me is

\_\_\_\_\_ with  
his/ her Community Tax Certificate No. \_\_\_\_\_ issued at  
\_\_\_\_\_ on \_\_\_\_\_, known to me to be the  
same person who executed the foregoing instrument and acknowledges the same to be  
his/her free voluntary act and deed.

\_\_\_\_\_  
PRC Administering Officer

- Notes:
- 1) Attach Copies of Certificates/ Articles of Partnership or Incorporation/DTI Registration Certificate, current General Incorporation Sheet (GIS) and authorizations, which must all be signed or initialed by the duly authorized representative (for Firms/Agencies/Organizations);
  - 2) a maximum two (2)-page CV or resume of the registered/licensed Architect/s who will conduct the lecture/s must accompany the application;
  - 3) a maximum two (2)-page information sheet on the applicant firm, agency or organization must accompany the application; or a maximum one-half (1/2)-page information sheet on the applicant individual must accompany the application;
  - 4) a maximum one (1)-page information sheet on the CPD instruction offerings must accompany the application;
  - 5) Use additional sheet/s if still needed, which must all be signed or initialed by the duly authorized representative and certified as true and correct;
  - 6) incomplete applications or attachments shall not be processed by the Board;
  - 7) "Firm" shall refer to a private sector juridical entity such as a duly registered sole proprietorship, company, partnership, corporation or association and the like which engage or employ foreign architects for their project/s; such entities may include registered architectural firms, other professional firms, construction, real estate development and related types of firms;
  - 8) "Agency" shall refer to any office, authority, instrumentality or any public sector juridical entity and the like of the Philippine national and local governments, inclusive of government-owned and controlled corporations (GOCCs) and the like, which engage or employ foreign architects for their project/s;
  - 9) "Organization" shall refer to other private or public sector juridical entities not defined herein as Agency or Firm and which may include institutions such as schools, hospitals, research facilities, private non-governmental organizations (NGOs) and the like, which engage or employ foreign architects for their project/s; and
  - 10) "Individual" refers to a natural person who engages or employs foreign architects for his/her project/s.

# ANNEX "B"

## Important Excerpts from the IRR of Republic Act No. 9266 Applicable to the Accreditation of Continuing Professional Development (CPD) Instruction Providers

Republic of the Philippines  
Professional Regulation Commission  
**Manila**

BOARD OF ARCHITECTURE

### Board Resolution No. 07, Series of 2004

#### THE IMPLEMENTING RULES AND REGULATIONS (IRR) OF REPUBLIC ACT NO. 9266,

AN ACT PROVIDING FOR A MORE RESPONSIVE AND COMPREHENSIVE REGULATION FOR THE REGISTRATION,  
LICENSING AND PRACTICE OF ARCHITECTURE, REPEALING FOR THE PURPOSE REPUBLIC ACT NO. 545,  
AS AMENDED, OTHERWISE KNOWN AS

"AN ACT TO REGULATE THE PRACTICE OF ARCHITECTURE IN THE PHILIPPINES," AND FOR OTHER PURPOSES  
Pursuant to Section 7 (a), Article II and Section 41, Article V of Republic Act No. 9266,  
known as "The Architecture Act of 2004", the Board of Architecture hereby prescribes, adopts,  
and promulgates the following Rules and Regulations to carry out the provisions thereof.

#### **RULE I**

##### **TITLE, POLICY STATEMENT, DEFINITION OF TERMS AND SCOPE OF PRACTICE**

SECTION 1. Title.

This Rules and Regulations shall be known as "THE RULES AND REGULATIONS IMPLEMENTING THE PROVISIONS OF REPUBLIC ACT NO. 9266", otherwise known as "THE ARCHITECTURE ACT OF 2004". For brevity, it may be cited as "IRR of the Architecture Act of 2004".

SECTION 3. Definition of Terms.

As used in this "IRR of the Architecture Act of 2004", in R.A. No. 9266 or other laws, the following terms shall be defined as follows:

- (1) "Board" refers to the Professional Regulatory Board of Architecture;
- (2) "Commission" means the Professional Regulation Commission;
- (3) "Integrated and Accredited Professional Organization" means the existing official national organization of all architects of the Philippines in which all registered Filipino architects shall be members without prejudice to membership in other voluntary professional associations;
- (4) **"Continuing Professional Development" refers to a sustaining and progressive learning process that maintains, enhances, or increases the knowledge and continuing ability of architects;**
- (5) "Association" any formal grouping of two or more architects or architectural firms working in joint venture on a project basis.
- (6) "Architectural Company" means a juridical entity that shall be synonymous with an Architectural Partnership (see definition of Architectural Partnership) registered with the SEC.
- (7) "Architecture Corporation" means a group of professionals in architecture and allied professions, incorporated with Architects for the purpose of delivering professional service in architecture and allied professions; in case an existing Architectural Corporation does not comply with the 75% composition requirement, it shall comply and register again with the SEC and the BOA.
- (8) "Architectural Partnership" means a group of two or more Architects duly registered with the SEC and then with the Board of Architecture.
- (9) **"CPD Providers" means an entities, agencies, organizations and the like that have been accredited/registered with the Board of Architecture of the Professional Regulation Commission to deliver seminars, lectures, and other continuing professional education modules for architects, other than the Integrated Accredited Professional Organization of Architects which is automatically accredited by the Board of Architecture as a CPD Provider.**
- (10) "Sole Proprietorship" means an individual Architect practicing and delivering architectural services, duly registered with the DTI, BOA and the PRC.
- (11) "Specialization" an expertise and special knowledge in the field of architecture acquired by an Architect through formal education and training or through continuing professional development and experience, for which the Architect may be engaged as Consulting Architect.
- (12) "Technology Transfer" refers to contracts or arrangements involving the transfer of systematic knowledge for the manufacture of a product, the application of a process, or rendering of a service including management contracts; and the transfer, assignment or licensing of all forms of intellectual property rights.
- (13) Acronyms and Laws:
  - (a) ARCHITECTURE ACT OF 2004 - R.A. No. 9266
  - (b) BOA - Board of Architecture
  - (c) CHED - Commission on Higher Education
  - (d) CIAC - Construction Industry Arbitration Commission
  - (e) CPD - Continuing Professional Development
  - (f) DOLE - Department of Labor and Employment
  - (g) DTI - Department of Trade and Industry

- (h) IAPOA - Integrated Accredited Professional Organization of Architects (the same as United Architects of the Philippines, Inc.)
- (i) PCAB - Philippine Contractors Accreditation Board
- (j) PDCB - Philippine Domestic Construction Board
- (k) PRB - Professional Regulatory Board (the same as BOA for the profession of architecture)
- (l) PRC - Professional Regulation Commission
- (m) PRC Modernization Act of 2000 - R.A. No. 8981
- (n) SEC - Securities and Exchange Commission
- (o) UAP - United Architects of the Philippines, Inc

**RULE II**

**PROFESSIONAL REGULATORY BOARD OF ARCHITECTURE: ORGANIZATION, POWERS AND FUNCTIONS**

SECTION 7. Powers and Functions of the Board

The Board shall exercise the following specific powers, functions and responsibilities:

- (a) Prescribe guidelines for the Continuing Professional Development (CPD) program in consultation with the integrated and accredited professional organization of architects: Provided, That the attendance to said CPD shall not be a mandatory requirement for the renewal of a professional Identification Card;

**RULE IV**

**PRACTICE OF ARCHITECTURE (SUNDRY PROVISIONS)**

SECTION 28. Continuing Professional Development (CPD)

To promote public interest and to safeguard life, health and property, all practicing architects shall maintain a program of continuing professional development. The integrated and accredited professional organization shall have the responsibility of developing a continuing professional development program for architects. Other entities or organizations may become CPD providers upon accreditation by the Board.

A program of Continuing Professional Development (CPD) shall be maintained through an overall CPD program for architects developed by the United Architects of the Philippines, Inc. Such a program shall be formulated by the Continuing Professional Education (CPE) Council for Architects based on the existing guidelines of the Professional Regulation Commission with levels of compliance and proficiency evaluation as a rating factor. Accreditation of CPD/CPE providers by the Board of Architecture shall be based on the said guidelines.

SECTION 34. Non-Registered Person shall not Claim Equivalent Service

Persons not registered as an architect shall not claim nor represent either services or work as equivalent to those of a duly qualified registered architect, or that they are qualified for any branch or function of architectural practice, even though no form of the title "Architect" is used.

SECTION 36. Collection of Professional Fees

It shall be unlawful for any unregistered person to collect a fee for architectural services except as an employee collecting a fee as representative of a Registered Architect.

**RULE V.**

**FINAL PROVISIONS**

SECTION 41. Implementing Rules and Regulations

Within sixty (60) days after the effectivity of R.A. No. 9266, the Board, subject to the approval of the Commission and in coordination with integrated and accredited professional organization, shall adopt and promulgate such rules and regulations, Code of Ethical Conduct and Standards of Professional Practice, to carry out the provisions of R.A. No. 9266 and which shall be effective fifteen (15) days following their publication in the Official Gazette or in two (2) major daily newspapers of general circulation.

SECTION 44. Enforcement of the Act

It shall be the primary duty of the Commission and the Board to effectively enforce the provisions of R.A. No. 9266 and this "IRR of the Architecture Act of 2004". All duly constituted law enforcement agencies and officers of national, provincial, city or municipal government or of any political subdivision thereof, shall, upon the call or request of the Commission or the Board, render assistance in enforcing the provisions of R.A. No. 9266 and this "IRR of the Architecture Act of 2004", and to prosecute any person violating the provisions of the same.

The Secretary of Justice or his duly designated representative shall act as legal adviser to the Commission and the Board and shall render legal assistance as may be necessary in carrying out the provisions of R.A. No. 9266 and this "IRR of the Architecture Act of 2004".

Any person may bring before the Commission, Board or the aforementioned officers of the law, cases of illegal practice or violations of R.A. No. 9266 and this "IRR of the Architecture Act of 2004" committed by any person or party.

SECTION 47. Effectivity

The herein "IRR of the Architecture Act of 2004" shall be, upon approval by the Commission, be effective after fifteen (15) days following its full and complete publication in the Official Gazette or in two (2) major newspapers of general circulation.

Done in the City of Manila this 15<sup>th</sup> day of September 2004.

EUGENE G. GAN, Chairman

FERNANDO L. SANTOS, Member

MIGUEL R. CALUZA Member

ATTESTED TO: CARLOS G. ALMELOR, Secretary, Professional Regulatory Boards

APPROVED : ANTONIETA FORTUNA-IBE, Chairperson

AVELINA A. DE LA REA, Commissioner

LEONOR TRIPON-ROSERO, Commissioner

Nothing follows.