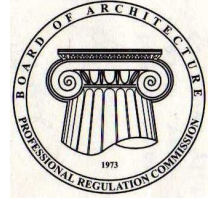




Republic of the Philippines  
**Professional Regulation Commission**  
Manila

**The Professional Regulatory  
Board of Architecture  
(PRBoA)**  
**Office of the Chairman**



Email Address: [prboa.prc.gov.ph@gmail.com](mailto:prboa.prc.gov.ph@gmail.com)  
URL/ website : [www.architectureboard.ph](http://www.architectureboard.ph)

Your Ref:

Our Ref: 08\_PRBoA-164

30 May 2008

**Arch. Rozanno Rosal**, *fuap*  
Makati City, NCR

SUBJECT : **INITIAL PRBOA LISTING OF ARCHITECTURAL AND  
ARCHITECTURAL INTERIOR DOCUMENTS/ DELIVERABLES/  
OUTPUTS**

Dear Arch. Rosal

Warm greetings.

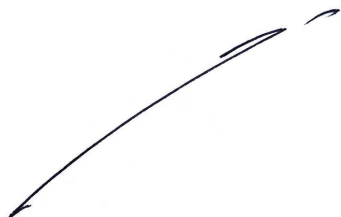
In response to Your recent request for clarification on architectural documents, please find hereafter the initial **PRBoA** listing as to what materially/ substantially constitutes **architectural** documents:

- 1) **architectural** documents that specifically form part of **Pre-Design** service phase deliverables/ outputs of registered and licensed architect (**RLAs**);
  - a) site/ existing facility inspection report;
  - b) site/ existing facility assessment/ analysis report;
  - c) space planning survey report;
  - d) architectural program report;
  - e) space planning report;
  - f) project pre-feasibility and/ or feasibility report (including initial costing, timeline, code searches/ compliances, etc.);
  - g) design brief report; and
  - h) project terms of reference (**ToR**) in case the architectural planning and design services shall still be subject to procurement procedures.
- 2) minimum **architectural** documents (the "**A**" sheets) that specifically form part of **Regular Design** service phase deliverables/ outputs of **RLAs** (as defined under the 1979 IRR of R.A. No. 1582/ 545, the predecessor laws of R.A. No. 9266, which were promulgated by the PRC and are still in effect);
  - a) **schematic** (or concept-level) plans/ designs, specifications and estimates;
  - b) **design development** (or preliminary through draft/ pre-final) plans/ designs, specifications matrix/ specifications brief and estimates;

- c) **contract** documents (or final) plans/ designs i.e. perspective, site development plan, vicinity map, location plan, architectural/ floor plans (containing information on door/ window types, elevation indices, floor finishes, floor areas, area/ room tags, dimensions, etc.), lateral/ longitudinal sections, bay sections, front/rear/side elevations, reflected ceiling plan, roof plan, toilet and bath plans/ details, schedule of doors and windows, schedule of finishes, schedule of hardware, schedule of equipment/ fixtures/ fittings, technical specifications and detailed estimates;
  - d) **tender/ bid** documents (or the final plans/ designs, detailed designs/ drawings, technical specifications and bill of quantities together with the general conditions, instructions to bidders, special provisions, etc.); and
  - e) **building permit application** documents (or the final plans/ designs (excluding detailed designs/ drawings), abridged technical specifications and abridged estimates, accomplished building permit application form, etc. all signed and sealed by a **RLA** who shall assume the mandated 15.0-year civil liability for the submitted **architectural** plan/ design under Art. 1723 of the Civil Code).
- 3) minimum **architectural interior** documents (the "**AI**" sheets) that specifically form part of **Regular Design** service phase deliverables/ outputs of **RLAs**;
- a) **architectural interior** perspective/s;
  - b) space plan and furniture/ equipment layout;
  - c) **architectural interior** sections and elevations;
  - d) floor pattern plans;
  - e) wall/ ceiling pattern plans;
  - f) door/ opening and partition plans, designs and details;
  - g) plans/ designs and details of built-in provisions and movable items i.e. furnishings and the like; and
  - h) plans/ designs and details of way-finding provisions and signage systems.
- 4) minimum **architectural** documents that specifically form part of **Construction** service phase deliverables/ outputs of **RLAs** (as defined under the 1979 IRR of R.A. No. 1582/ 545, the predecessor laws of R.A. No. 9266, which were promulgated by the PRC and are still in effect);
- a) pre-construction documents (bid bulletin/s; bid evaluation and recommendation, only if absolutely required by Client, etc.);
  - b) construction documents (periodic construction supervision/ PCS report; evaluation of general constructor/ sub-constructor claims against Client; punch-list report, etc.); and
  - c) post-construction documents (signing of the application for a certificate of occupancy; and review of as-built architectural plans as prepared by the general sub-constructor).

For Your information only.

Yours sincerely,  
**For the PRBoA**



**Armando N. ALLÍ**  
**Chairman**

file: 08may30\_PRBoA-164

cc : Offices of the PRC Chairperson, Professional Regulatory Board (PRB) Secretary;  
United Architects of the Philippines (UAP), the Integrated and Accredited Professional  
Organization of Architects (IAPoA)