

Republic of the Philippines
Professional Regulation Commission
Manila

BOARD OF ELECTRONICS ENGINEERING

Resolution No. 05
Series of 2008

ADOPTION OF THE RULES AND REGULATIONS IMPLEMENTING SECTION 31 ARTICLE V OF REPUBLIC ACT NO. 9292 OTHERWISE KNOWN AS THE ELECTRONICS ENGINEERING LAW OF 2004 COVERING THE CONTINUING PROFESSIONAL EDUCATION (CPE) PROGRAMS FOR ECE/PECE/ECT IN THE PRACTICE OF ELECTRONICS ENGINEERING.

RULE I. OBJECTIVES, DEFINITION, NATURE, AND RATIONALE

Section 1. Objectives – The CPE program shall have these objectives:

- a. To provide and ensure the continuous education of a registered professional with the latest trend in the profession brought about by modernization and scientific and technological advancements;
- b. To raise and maintain the professional's capability for delivering professional services;
- c. To attain and maintain the highest standards and quality in the practice of his profession;
- d. To make the professional globally competitive; and
- e. To promote the general welfare of the public.

Section 2. Definition – Continuing Professional Education (CPE) refers to the inculcation, assimilation and acquisition of knowledge, skills, proficiency and ethical and moral values, after the initial registration of a professional that raise and enhance the professional's technical skills and competence.

Section 3. Nature – The CPE program consist of properly planned and structured activities, the implementation of which requires the participation of a determinant group of professionals to meet the requirements of voluntarily maintaining and improving the professional standards and ethics of the profession.

Section 4. Rationale – Voluntary compliance with the CPE program is an effective and credible means of ensuring competence, integrity and global competitiveness of professionals in order to allow them to continue the practice of their profession.

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RULE II. THE PRC CPE COUNCIL: CREATION, COMPOSITION, TERMS OF OFFICE, FUNCTIONS, MEETINGS

Section 1. Creation – The Board, upon approval by the PRC, shall create a Council within thirty (30) days from the effectivity of this resolution. This shall be known as the PRC CPE Council which shall assist the Board in implementing its CPE Program.

Section 2. Composition – The PRC CPE Council shall be composed of a chairperson and two (2) members. The chairperson of CPE Council shall be chosen from among the members of the Board by the members themselves. The first member shall be the president or, in his/her absence or incapacity, any officer chosen by the Board of Directors of IECEP. The second member shall be the president or, on his/her absence or incapacity, any officer of the organization of deans or department heads of schools, colleges or universities offering the degree requiring licensure examination. In the absence of such organization, the second member shall be chosen and appointed by the PRC Chairperson from at least three (3) recommendees of the Board concerned. Said recommendees shall be well known academicians.

Section 3. Terms of Office – The term of office of the chairperson of the PRC CPE Council shall be co-terminus with his/her incumbency in the PRC. The first member shall have a term of office co-terminus with his/her incumbency as officer of the IECEP; the second member shall have a term of office co-terminus with his/her incumbency as officer of the organization of deans or heads of departments. The chairperson, first member and second member shall continue to function as such in the PRC CPE Council until the appointment or election of their respective successors in the Board, IECEP or organization.

Section 4. Exercise of Powers and Functions – The PRC CPE Council shall, upon a majority vote, exercise powers and functions which shall include but shall not be limited to the following.

- a. Accept, evaluate and approve applications for accreditation of CPE providers.
- b. Accept, evaluate and approve applications for accreditation of CPE programs, activities or sources as to their relevance to the profession and determine the number of CPE credit units to be earned on the basis of the contents of the program, activity or source submitted by the CPE providers.
- c. Accept, evaluate and approve applications for exemptions from CPE requirements.

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- d. Monitor the implementation by the CPE providers of their programs, activities or sources.
- e. Assess periodically and upgrade criteria for accreditation of CPE providers and CPE programs, activities or sources.
- f. Perform such other related functions that may be incidental to implementation of the CPE programs or policies.

Section 5. Functions of the PRC CPE Council Chairperson, The PRC CPE Council Chairperson shall have the following functions:

- a. To preside over the meetings of the PRC CPE Council.
- b. To direct or supervise the activities of the PRC CPE Council.
- c. To submit minutes of regular and special meetings within 30 days from date of said meetings.
- d. To submit annual reports.
- e. To issue certificate of registration to CPE providers found by the council to be qualified in accordance with this Guidelines as well as certificate of accreditation of programs, activities and sources.

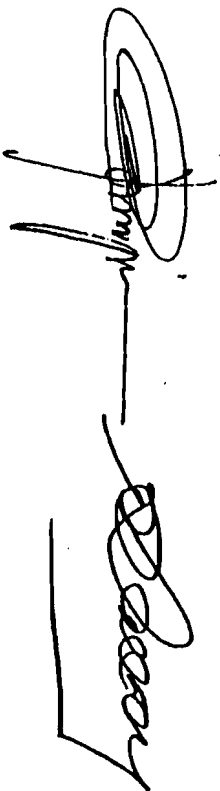
Section 6. Secretariat – The chairperson of the PRC shall designate or appoint an official with a rank not lower than Division Chief who shall act as the secretary of the PRC CPE Council. The designated official may participate in the deliberations of the PRC CPE Council but shall not vote. His/her duties and functions shall be as follows;

- a. Ensure that the sessions, meetings or proceedings of the PRC CPE Council are recorded;
- b. Prepare the minutes of all the meetings and proceedings of the PRC CPE Council;
- c. Receive applications for accreditation of CPE providers, programs, activities or sources;
- d. Submit to the PRC CPE Council applications for accreditation of aspiring CPE providers and CPE program, activities or sources;
- e. Release Certificates of Accreditation to CPE providers and programs, activities or sources and
- f. Assist the PRC CPE Council by providing relevant statistical data on the renewal of professional licenses and other related matter.

The Secretary shall exercise general supervision and control over the PRC CPE Council Staff, who shall be selected by the Chairperson of the PRC from among the existing personnel of the PRC. The PRC CPE Council Staff shall have, among others the following functions:

- a. Release CPE Certifications of credit units earned to the professionals;
- b. Keep all records, paper and other documents relative to the

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evaluation, approval and accreditation of CPE programs activities or sources; and

- c. Maintain records of accredited CPE providers, on-going, continuing or completed CPE programs, activities or sources, the list of participants and other relevant data.

Section 7. Meetings - The PRC CPE Council shall hold regular meetings once a month on dates to be fixed by said Council. Special Meetings may be called by a chairperson or upon written request of at least member of the PRC CPE Council.

Section 8. Involvement of IECEP - The PRC CPE Council recognizes, pursuant to RA 9292, that the Accredited Professional Association shall implement the CPE, accredit other organizations or entities to provide CPE/CPD program promulgated by the Board and/or Commission and thereby delegates to the IECEP the processing of the application, keeping of all records for CPE providers and their respective programs and credit units earned by each ECE/PECE/ECT who avail of the CPE Programs and related function. For this purpose, the IECEP may create a counterpart CPE Council to be known as IECEP CPE Council and may ask for reimbursement of reasonable processing fees directly from the applicants apart from the accreditation fee that such applicants pay directly to the Commission. The IECEP CPE Council shall keep separate books of accounts of its expenses and amounts collected from the applicants and make a monthly report thereof. Any excess collection shall be used exclusively as working capital of the IECEP for the CPE activities.

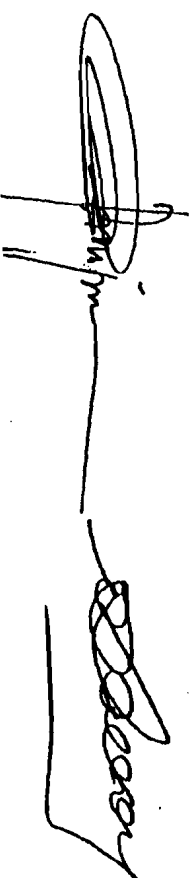
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RULE III. CRITERIA FOR ACCREDITATION OF PROVIDERS PROGRAMS, ACTIVITIES OR SOURCES;

Section 1. Criteria for Accreditation - In order to merit accreditation, the following criteria shall be complied with;

For CPE Provider

- a. Must be a duly registered organization, firm, institution or agency, or a professional of good standing and has never been convicted of a crime;
- b. Shall have an established mechanism and updated instructional materials to carry out the CPE programs and activities.
- c. Must have adequate, modern and updated instructional material to carry out the CPE programs and activities;
- d. Shall have instructors, lecturers, trainers and resource speakers with good moral character, technical competence, facilitation skills and are holders of current ECE/PECE/ECT licenses.



For CPE Programs, activities or sources

- a. The scope shall be beyond the basic preparation for admission to the practice of the profession. The contents shall be relevant/related, but not limited, to the practice of the profession.
- b. The programs, activities or sources shall enhance the competence of the professional by upgrading and updating knowledge and skills for the practice of the profession as brought about by modernization and scientific and technical advancements in the profession.

RULE IV. PROGRAMS, ACTIVITIES and SOURCES FOR ACCREDITATION AND EQUIVALENT CREDIT UNITS

Any provider may submit to the PRC CPE Council programs, activities or sources to be approved and accredited for CPE units. The provider shall be notified of the disapproval of his CPE programs, activities or sources without prior approval and accreditation from the Council.

As used in these guidelines the following terms shall mean:

- a. Seminars shall refer to the gathering of professionals which shall include, among others, workshops, technical lectures or subject matter meetings, non-degree training courses and scientific meetings.
 - b. Conventions shall refer to a gathering of professionals which shall include, among others, conferences, symposia or assemblies for round table discussions.
 - c. Masteral Degree shall refer to a graduate degree in Electronics Engineering business or related field from a recognized school, college or university.
 - d. Doctoral Degree shall refer to a post graduate degree in Electronics Engineering business or related field from a recognized school, college or university.
 - e. Authorship shall refer to the ownership of intellectual property which includes technical or professional books, instructional materials and the like. Credits earned must be claimed within one (1) year from the date of publication.
 - f. Self-Directed Learning Package – shall refer to learning which uses course manuals or accredited learning modules. Accredited Learning modules include self-instructional materials or programs which may be in the form of printed manual, audio and video cassette tapes, films, computer-assisted learning (CAL), study kits, learning aids and modules or the use of the information highway. These should include among others clearly defined objectives, adequate content and an evaluation component for each module.
- a. Post Graduate/In-Service Training shall mean training or specialization at the post graduate level for a minimum period of one (1) week.

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- b. Resource Speaker shall refer to a professional who acts as discussion leader or lecturer in a convention or seminar or similar gathering.
- c. Peer Reviewer shall refer to a professional who acts as an evaluator of a research paper, conference paper or journal article before it is presented or published.
- d. CPE provider shall refer to a natural person or a juridical entity which includes among others, accredited or non-accredited professional organization, firm, partnership, corporation or institution which offers, organizes or arranges CPE programs, activities or sources for implementation and administration.
- e. CPE Programs, Activities or Sources shall refer to the regime of CPE which enhance the competence of the ECE/PECE/ECT by upgrading and updating knowledge and skills for the profession as brought about modernization and scientific and technical advancements in the profession. The scope shall be beyond the basic preparation for admission to the practice of the profession. The content shall be related but not limited to the practice of the profession.

MATRIX FOR CPE PROGRAMS, ACTIVITIES OR SOURCES

PROGRAMS	CREDIT UNITS	SUPPORTING DOCUMENT
S E M I N A R S / CONVENTION		
1.1 Participants	1 CU per hour	Certificate of Attendance with number of hours, seminar program, certified list of participants
1.2 Resource Speaker	5 CU per hour	Photocopy of Plaque of Certification and Copy of Paper, Program Invitation
1.3 Panelist/ Reactor	3 CU per hour	Certification from sponsoring organization and copy of program
1.4 Facilitator/ Moderator	2 CU per hour	Certification from sponsoring organization and copy of programs
2. PREPARATION (Residential and Distance Mode)		

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 Education Division Office
 Pasig City

6. POST-GRADUATE/ IN-SERVICE TRAINING	0.25 CU per hour (maximum of 40 CU per tour)	Certificate of Training and Training Description
7. STUDY OBSERVATION	2CU/day (Maximum of 30 CU tour)	Certification from sponsoring institution
8. PROFESSIONAL CHAIR	10CU/Chair/year	Certification of grant or appointment paper
SUCH OTHER ACTIVITIES/ PROGRAMS / SOURCES TO BE RECOMMENDED BY THE COUNCIL AND APPROVED BY THE COMMISSION, SUCH AS: Meetings of standard- setting bodies for the Electronics Engineering Profession Researcher/ Discussant Participant	5 CU per presentations 5 CU per meeting	Minutes of Meeting, Certification from Council Secretary

RULE V. CPE CREDIT UNITS

Section 1. The total CPE credit units for registered ECE/PECE/ECT professional shall be sixty (60) credit units for three (3) years, provided that a minimum of fifteen (15) credit units shall be earned in each year. Any excess credit units in one year are carried over to the succeeding years within the three-year period. Excess credit units earned shall not be carried over to the next three-year period except credit units earned for doctoral and master's degrees.

One credit hour of CPE program, activity or source shall be equivalent to one (1) credit unit.

Section 2. Procedures

The IECEP CPE Council shall observe the following procedures for the accreditation of CPE providers and CPE programs, activities, or sources:

Section 3. Procedure for accreditation of CPE provider:

In case of natural persons:

- a. Any person seeking to offer an organized or arranged program, activity or source shall accomplish and submit to the IECEP CPE Council an

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Degree	2.1 Master's	1 CU per academic unit 30 CU additional upon completion of degree	University certification, diploma and transcript of records
Degree	2.2 Doctoral	2 CU per academic unit 45 CU additional upon completion of degree	University certification, diploma and transcript of records
3. SELF-DIRECTED LEARNING PACKAGE			
	3.1 Module	10 CU per complete set of module	Copy of duly accomplished module and evaluation
	3.2 Technical Paper/Professional	1 CU/Professional/Technical Article module	Copy of duly accomplished
4. AUTHORSHIP			
	4.1 Research/Innovative Programs/creative Projects	10 CU	Duly certified/published technical Report/paper
	4.2 Book Monograph	(25-50pp) (51-100pp) (100 or more pp)	Published book with proof of copyright
Author	Single	20CU 30CU 40CU	
Authors	2 Author	10CU 20CU	
	3 or more	40CU 5CU 10CU 20CU	
	4.3 Editor	½ of the CU of the authorship category	Published book with proof of authorship
	4.4 Article	(1-3) (4-6) (7 or more pp)	
Author	Single	4CU 6CU 8CU	
Authors	2 Author	3CU 4CU 6CU	
	3 or more	2CU 3CU 4CU	
	4.5 Professional Journal Editor	5 CU per issue	Copy of published journal
	4.6 Peer Reviewer	2 CU per article	Duly certified copy of published article/book
	5. INVENTIONS	10-30 CU per invention	Certified Copy of patent certificate

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application form.

- b. An application shall include, but shall not limit to the following information:

1. Full name, address and telephone number of the applicant-provider.
2. Relevant educational background.
3. Profession, principal area of professional work and number of years in the practice of profession.
4. PRC license Number and date of expiration.
5. Current employment.

- c. Applicant-provider shall submit a valid NBI clearance.

In case of juridical entity:

1. Any agency, organization, institution association or similar juridical entity seeking to offer an organized program, activity or source shall accomplished and submit to the IECEP CPE Council an application form.
2. An application shall include, but shall not be limited to the following information and documents:

- a. Full name, address and telephone/fax number/s and e-mail address.
- b. Securities and Exchange Commission (SEC) original registration papers.
- c. List of officers with their PRC license numbers and the expiry date if officer is a member of a regulated profession.
- d. Plans for CPE programs or activities for the year applied.
- e. Proof of past CPE-activities or programs conducted/arranged (immediate past year) for applicants renewing accreditation.

All applicants shall submit to the IECEP CPE Council the following:

- a. Mechanism for measuring the quality of the program, activity or source being offered.
- b. Criteria for selecting and evaluating speakers, resource persons or lecturers.

Section 4. Procedures for Accreditation of a CPE Program, Activity or Source.

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- a. A CPE provider seeking accreditation of an organized or arranged CPE program, activity or source shall submit said program, activity or source (in triplicate) to the IECEP CPE Council for its evaluation and recommendation for approval to the PRC CPE Council. The program, activity, or source shall cover a period not to exceed three (3) years.
- b. The application for accreditation of a CPE program, activity or source shall include the following information and documents:

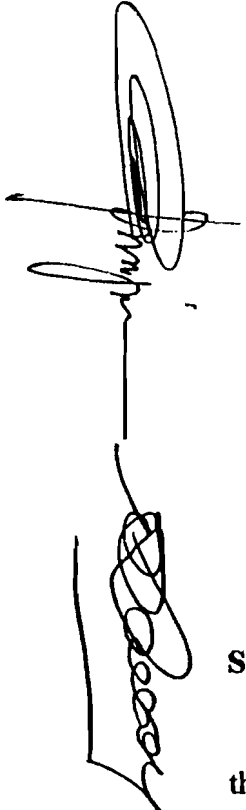
1. Title/s of program/s, activity/ies or source/s
2. Name of CPE provider, address, phone and fax numbers.
3. Date and venue of the Administration of the program.
4. Objectives.
5. Targeted audience or participants.
6. Contents and number of hours.
7. Resource speakers, lecturers, discussion leaders, panelist, reactors, and facilitators, including their qualifications and current PRC license if they are members of the regulated profession.
8. Actual program and schedule.
9. Seminar or convention fee to be collected.
10. Evaluation to be used which could either be any of the following modes or systems:
 - a. Evaluation of seminar by participant.
 - b. Evaluation of participants by CPE providers; tests.
 - c. Other methods of evaluation

- c. If the PRC CPE Council concerned finds the CPE program, activity or source to be relevant to the profession and to be in accordance with these guidelines, said PRC CPE Council shall issue a certificate of accreditation within thirty (30) days from receipt of the application.

Section 5. Post-Accreditation Requirements.

Upon the completion of an accredited CPE program, activity or source, the CPE provider shall submit a report to the PRC CPE Council within 15 days from the last day of the offering. The report shall include, but shall not be

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limited to the following information.

- a. Name of CPE provider.
- b. Name or description of CPE program, activity or source.
- c. Accreditation number and date of issuance of accreditation.
- d. Certified list of participants indicating names and PRC professional license identification cards and expiry dates, resource speakers, lecturers, discussion leaders, panelist, moderators or facilitators who took part or participated in the CPE program, activity or source.
- e. Date and time of start and completion of the holding of the CPE program, activity or source.
- f. Venue/location of the holding of the program.
- g. Summary of evaluation results of participants.
- h. Name of secretariat representative who monitored the CPE program or activity.

RULE VI. EXEMPTION FROM CPE REQUIREMENTS; PROCEDURES.

Section 1. Permanent Exemption

A registered professional shall be permanently exempted from CPE requirements upon reaching the age of 65 years old. To avail of this exemption, the professional must

- a. Submit an application for exemption which should include the following data:
 1. Full name, residence address and phone number of applicant.
 2. PRC License Number
 3. Employment History
 - a. Position
 - b. Name of Employer
 - c. Address of employer
- b. Submit an authentic or authenticated copy of birth certificate. If birth certificate is not available, submit any of the following: Voter's ID or SSS/GSIS ID, Driver's license.

Section 2. Temporary Exemption

A registered professional who is working or practicing his/her profession or furthering his/her studies abroad shall be temporary exempted from compliance with CPE requirement with the period of his/her stay abroad, provided that he/she has been out of the country for at least two years

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immediately prior to the date of renewal.

Any professional availing of this temporary exemption must:

Submit an application for temporary exemption, to include the following data:

1. Full name, residence, address and phone number of applicant;
2. PRC License Number;
3. Degree obtained; college or university attended, year graduated;
4. Principal area of profession work;
5. If employed:
 - a. Position
 - b. Name of employer
 - c. Address of employer
 - d. Certificate of employment
6. If furthering studies or trainings abroad, certificate of enrollment from college or university where presently enrolled or Certificate of training from foreign company providing the training.

- b. Submit original or authenticated copy of passport, photocopy of inside front cover, page 2, and the page/s containing visa of country, indicating date of arrival/departure.

A permanent exempt registered professional shall be allowed to renew his/her License without complying with the CPE requirements upon his/her accomplishment and submission of the necessary papers as previously mentioned and upon payment of the annual registration fee for three (3) years for as long as he/she continues to be out of the country.

RULE 7. SANCTIONS

Section 1. Registered ECE/PECE/ECT

Unless otherwise exempted, registered ECE/PECE/ECT in the practice of Electronics Engineering who have not completed the CPE requirements provided herein shall not be allowed to renew their professional licenses. Those who failed to renew their professional license for a period of five (5) continuous years from initial registration, or from last renewal date shall be declared delinquent and shall, after due notice, through the website of IECEP or any


newspaper of general circulation, be dropped from the roster of ECE/PECE/ECT.

Section 2. CPE Provider

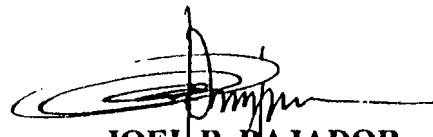
Accreditation shall be withdrawn from the CPE Provider who

- a. Is found not to comply with the implementing rules and regulations for CPE, or
- b. Has committed substantial deviation from the approved program, or
- c. Has committed such other acts that the PRC CPE Council finds to be in violation of the intent of the program.

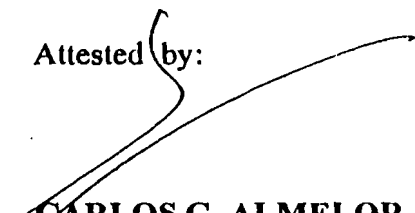
Done in the city of Manila this 12 day of MAY 2008,


SYLVIA ICASIANO-MARCELO
Chairman


NESTOR C. DACANAY
Member


JOEL B. BAJADOR
Member

Attested by:


CARLOS G. ALMELOR
Secretary
Professional Regulatory Boards

APPROVED:

Leonor T. Rosero
LEONOR TRIPON-ROSERO
Chairperson

Ruth Rana Padilla
RUTH RANA PADILLA
Commissioner

Nilo L. Rosas
NILO L. ROSAS
Commissioner