



Republic of the Philippines  
Professional Regulation Commission  
Manila



PROFESSIONAL REGULATORY BOARD OF CHEMISTRY  
RESOLUTION NO. 02  
Series of 2017

**RULES AND REGULATIONS IMPLEMENTING SECTION 35 OF  
REPUBLIC ACT NO. 10657 (CHEMISTRY PROFESSION ACT)  
ON THE ISSUANCE OF CERTIFICATES OF AUTHORITY TO OPERATE  
CHEMICAL LABORATORIES AND OTHER RELATED ESTABLISHMENTS**

**WHEREAS**, Republic Act No. 10657 (Chemistry Profession Act) mandates the Professional Regulatory Board of Chemistry (Board) to supervise and regulate the practice of the chemistry profession in the Philippines; to conduct on-site inspection of chemistry laboratories and other related establishments engaged in the practice of chemistry;

**WHEREAS**, the scope of the professional practice of chemistry extends, among others: to the performance and/or certification of chemical analysis or chemical synthesis; inspection and certification of laboratories with respect to their chemical or biochemical activities; supervision of chemical laboratories, supervision of chemical analysis or chemical synthesis, whether or not performed in a laboratory;

**WHEREAS**, Section 35 of the law provides, viz: "Only firms, corporations and government agencies duly authorized by the Board that hold valid certificate may operate a chemical laboratory or engage in the practice of chemistry or chemical analysis in the Philippines: *Provided*, that such chemical practice is carried out only by registered chemists or registered chemical technicians holding valid Certificates of Registration (COR) and Professional Identification Cards (PIC) issued by the Board. The person or officer who is charged with the management or administration of such firm, corporation or government agency shall be held personally liable for violations of this Act";

**NOW THEREFORE**, by virtue of the powers vested in the Board, it is hereby **RESOLVED** that the following Rules and Regulations (IRR) be issued and promulgated to implement Section 35 of R. A. No. 10657 (Chemistry Profession Act) on the Issuance of Certificates of Authority to Operate Chemical Laboratories and other Related Establishments.

**RULE I  
DEFINITION OF TERMS**

**Section 1. Definition of Terms** – the following terms as used in this IRR shall be understood as:

- a) **Chemical Laboratory** refers to a facility where activities described in Section 3 (d) and (e), Article I of R. A. No. 10657 are performed. Such activities carried out inside of a chemical laboratory, for example, a factory, mobile laboratory or field location, shall likewise be considered a chemical laboratory.

affirmation

100

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Chemical laboratories and other related establishments shall include but not be limited to the following:

- 1) **Quality Control Laboratory** refers to a laboratory in an industrial establishment where chemical or physico-chemical analyses or tests on raw materials, intermediates, and finished products are conducted;
  - 2) **Testing Laboratory** refers to a laboratory where chemical or physico-chemical analyses are provided as a service to clients;
  - 3) **Chemical Research Laboratory** refers to a laboratory where pure and/or applied research is conducted and which utilizes chemical or physico-chemical methods. Chemical research laboratories in Higher Educational Institutions (HEIs) shall be regulated, in collaboration with the Commission on Higher Education (CHED);
  - 4) **Chemical Teaching Laboratory** refers to a laboratory in an educational institution that is used for student instruction. Chemical teaching laboratories in HEIs or schools/institutions in the basic education shall be regulated, in collaboration with CHED or the Department of Education (DepEd), respectively: *Provided*, that in the case of the Philippine Science High School, its chemical teaching laboratories shall be regulated, in collaboration with the Department of Science and Technology (DOST);
  - 5) **Chemistry Store/Stockroom** refers to a facility within an establishment where chemicals and chemical apparatus and equipment are held or stored for use within the establishment; and
  - 6) **Chemical Supplier/Distributor** refers to an establishment where chemicals and chemical apparatus and equipment are offered for sale. This includes establishments which import or indent the same;
- b) **Certificate of Authority to Operate (Certificate)** refers to the document issued by the Board and the Commission to chemical laboratories or other related establishments which comply with the requirements prescribed under this IRR;
- c) **Certificate of Registration (COR)** refers to the document issued by the Commission, through the Board, signifying that the person named therein has complied with all the legal and procedural requirements for such issuance, including, in appropriate cases, passing the licensure examination;
- d) **Certificate of Analysis (COA)** refers to the authenticated document issued by a chemical laboratory attesting that specific materials, goods, or products have undergone testing with specified results. The test must be performed by a registered chemist or a registered chemical technician or both. The result of the analysis must be certified by a registered chemist;

Appreciation



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- e) **Registered Chemist** refers to any person who is engaged in the professional practice of chemistry and who is duly registered as such with the Board and the Commission. A registered chemist shall have the authority to undertake the professional practice of chemistry;
- f) **Registered Chemical Technician** refers to any person who assists in the routine work of chemical analysis, chemical synthesis, and sale of chemicals and chemical equipment/apparatus and who is duly registered as such with the Board and the Commission. Chemical technicians may only work or practice under the supervision of a registered chemist;
- g) **Commission** refers to the Professional Regulation Commission;
- h) **Board** refers to the Professional Regulatory Board of Chemistry;
- i) **CHED** refers to the Commission on Higher Education;
- j) **DepEd** refers to the Department of Education;
- k) **DOST** refers to the Department of Science and Technology;
- l) **SEC** refers to the Securities and Exchange Commission; and
- m) **DTI** refers to the Department of Trade and Industry.

**RULE II**  
**QUALIFICATIONS, DOCUMENTARY REQUIREMENTS AND FEE FOR THE**  
**ISSUANCE OF CERTIFICATE OF AUTHORITY TO OPERATE**  
**CHEMICAL LABORATORIES AND OTHER RELATED ESTABLISHMENTS**

**Section 1. Qualifications for the Issuance of the Certificate of Authority to Operate Chemical Laboratories and Other Related Establishments** – Chemical laboratories and other related establishments, as defined above, may be issued a Certificate of Authority to Operate (Certificate) by the Board and the Commission: *Provided*, that they must prove to the satisfaction of the Board and the Commission that they have:

- a) Sufficient safety devices and facilities to ensure the protection of personnel and property from chemical hazards;
- b) Proper storage and handling of hazardous, toxic, and flammable chemicals;

Appreciation

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- c) Necessary laboratory furniture, glassware, utilities, equipment and ancillaries necessary for the conduct of competent and safe professional work;
- d) Adequate illumination and ventilation;
- e) Appropriate safety measures against hazards, such as earthquakes, floods, fire, and others;
- f) Available safety manual that is communicated to the employees;
- g) Complied with the requirement that only a registered chemist heads the chemical laboratory: *Provided*, that in the case of a laboratory conducting chemical analysis and other types of laboratory analysis such as physical/mechanical, microbiological, metallurgical, clinical and others, the chemistry section must be supervised by a registered chemist and the personnel performing the chemical analysis are registered chemists or chemical technicians and those certifying chemical analysis results are registered chemists;
- h) Adequate number of registered chemists and registered chemical technicians in the full-time employment of the establishment. A registered chemist must supervise not more than five (5) registered chemical technicians. The registered chemist must assume the responsibility and accountability for all relevant activities undertaken within the chemical laboratory;
- i) Complied with the requirement that the Certificate of Analysis (COA) of a chemical physico-chemical laboratory be certified by a registered chemist who is a full-time employee, and which document must include his/her COR number, signature and professional seal. A chemical technician who performs the chemical work must also affix his/her signature and COR number in the COA; and
- j) Hazard pay and insurance coverage for the registered chemists and registered chemical technicians as provided under Section 42 of R. A. No. 10657.

**Section 2. Documentary Requirements for the Issuance of the Certificate of Authority to Operate Chemical Laboratories and Other Related Establishments –**

The applicant shall submit to the Accreditation and Registration Unit-Standards and Inspection Division (ARU-SID) the following documents to support of its application:

- a) Duly accomplished and notarized Application Form (“**Annex A**”);
- b) Authenticated copy of Certificate of Registration, Articles of Incorporation/Partnership and By Laws issued by the Securities and Exchange Commission (SEC) for corporation or partnership, or Certificate of Registration issued by the Department of Trade and Industry (DTI) for sole proprietorship;

Accreditation



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- c) List of safety devices and facilities, laboratory furniture, glassware, utilities, equipment and ancillaries necessary for the conduct of competent and professional work; and
- d) Pictures of the storage area or room where hazardous, toxic, and flammable chemicals are stored and of the entire laboratory. The pictures submitted by the applicant shall be kept confidential and shall not be available for public viewing or inspection unless upon order of competent authorities or with express written consent of the applicant.

**Section 3. Prescribed Fee** – The applicant shall pay an inspection fee of Two Thousand Pesos (Php2,000.00) and processing fee of Four Thousand Five Hundred Pesos (Php 4,500.00).

**RULE III**  
**ISSUANCE OF THE CERTIFICATE OF AUTHORITY TO OPERATE**  
**CHEMICAL LABORATORIES AND OTHER RELATED ESTABLISHMENTS**

**Section 1. Processing of Applications for the Issuance of Certificates of Authority to Operate Chemical Laboratories and Other Related Establishments** - The following steps shall be observed in the processing of applications:

- 1) The ARU-SID, through its accountable processing clerk, shall initially evaluate the application based on the documentary checklist. The processing clerk and the Chief of the SID shall make their appropriate recommendations on the Action Sheet found in the Application Form within two (2) days from receipt of the application. After completing the initial evaluation, the SID shall endorse the application to the Board, through its designated Focal Person, for action. The SID shall simultaneously furnish notices to the other Members of the Board of the applications filed and which are endorsed to the Focal Person.
- 2) The Board Focal Person shall conduct further evaluation of the application and shall, as part of the evaluation of the application, require the inspection of the chemical laboratory or establishment premises not later than five (5) days from the endorsement of the application. The action and/or decision of the Board Focal Person shall also appear in the Action Sheet.
- 3) All approved applications by the Board Focal Person shall be forwarded to the SID for the preparation of the Certificates.
- 4) The SID shall forward the Certificates, accompanied with the filled-out Action Sheets, to the Board Chairperson and Commission Chairperson for their signatures.

*Appreciation*

**Section 2. Initial Issuance and Renewal of the Certificate of Authority to Operate Chemical Laboratories and Other Related Establishments** – An applicant who satisfied all the prescribed requirements shall be issued a Certificate (“**Annex B**”) that is valid for three (3) years, subject to renewal. Applications for the renewal of the Certificate shall be filed at least three (3) months prior to the expiration of the Certificate originally issued, upon compliance with the requirements set forth in Sections 2 and 3, Rule II of this IRR.

**Section 3. Ratification of Approved Applications.** - All applications approved by the Board Focal Person shall be subsequently ratified by the Board through a Resolution passed for that purpose. The names and the application documents of all those who have been issued Certificates, upon the action of the Board Focal Person, shall be submitted on a monthly basis to the Board for ratification. The Board Resolution shall also be subject to ratification by the Commission.

**Section 4. Disapproved Applications.** – All applications disapproved by the Board Focal Person shall be returned to the SID for proper notification to the applicant. Any request for reconsideration shall be filed with the Board which shall resolve the same not later than three (3) days from receipt of the request. In resolving the MR, the Board may either override the decision of the Board Focal Person and consequently direct that the application be given due course, or sustain the decision of the Board Focal Person disapproving the application. In the latter case, the applicant may file an appeal to the Commission to set aside the Board’s decision.

**Section 5. Monitoring of Chemical Laboratories and Other Related Establishments** – The Board shall continue to monitor compliance by all chemical laboratories and other related establishments to which it has issued Certificates, and shall, for this purpose, conduct periodic inspections of chemical laboratories and establishments for the duration of the validity of their Certificates.

#### RULE IV

### SUSPENSION OR REVOCATION AND RE-ISSUANCE OR REPLACEMENT OF THE CERTIFICATE OF AUTHORITY TO OPERATE CHEMICAL LABORATORIES AND RELATED ESTABLISHMENTS

**Section 1. Grounds for the Suspension or Revocation of the Certificate of Authority to Operate Chemical Laboratories and Related Establishments** – The Board and the Commission may suspend or revoke the Certificate of any chemical laboratory or establishment, after due process, on any of the following grounds:

- a) Use of any fraud or deceit in obtaining the Certificate;
- b) Non-compliance with the provisions of R. A. No. 10657, its IRR or other requirements or conditions imposed by the Board; or
- c) Such other grounds as may reasonably warrant the revocation or suspension of the Certificate.

Apparition



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**Section 2. Reinstatement, Re-issuance or Replacement of the Certificate of Authority to Operate Chemical Laboratories and Other Related Establishments –**

The Board may, for reasons of equity and upon petition duly filed therefor, reinstate or reissue a suspended or revoked Certificate, subject to the following rules:

- a) A Certificate which has been suspended or revoked on the ground of fraud or deceit as stated in Section 1 (a), Rule IV of this IRR shall not be reinstated, without prejudice to the institution by the Board and/or the Commission of the necessary criminal actions against those who are culpable therefor.
- b) A Certificate which has been suspended or revoked on the ground of non-compliance with the provisions of R. A. No. 10687, its IRR or other requirements and conditions imposed by the Board may be reinstated upon compliance with the noted deficient requirements and/or conditions;.
- c) If the Certificate has been lost, damaged or mutilated, the applicant may apply for a duplicate copy of the Certificate, to be accompanied with proof/affidavit of loss, destruction or mutilation.

All Resolutions, Orders, Circulars, Issuances and parts thereof which are inconsistent with this Resolution are hereby repealed.

This Resolution shall take effect fifteen (15) days after its full and complete publication in the Official Gazette or in any major newspaper of general circulation.

Let copies hereof be furnished the CHED, DepEd, Philippine Science High School, DOST, and the Integrated Chemists of the Philippines (ICP) for information.

Done in the City of Manila, this 24th day of January, 2017.

*Adoracion P. Resurreccion*  
**ADORACION P. RESURRECCION**  
Chairperson

*Soledad S. Castañeda*  
**SOLEDAD S. CASTAÑEDA**  
Member

*Ma. Theresa C. Cayton*  
**MA. THERESA C. CAYTON**  
Member

Attested by:

*Lovelika T. Bautista*  
**LOVELIKA T. BAUTISTA**  
OIC, Office of the Secretary to the Professional Regulatory Boards

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APPROVED:



**TEOFILO S. PILANDO, JR.**  
Chairman

  
**ANGELINE T. CHUA CHIACO**  
Commissioner  
**YOLANDA D. REYES**  
Commissioner

O-OCH/COMMI/COMMII/O-ASCOM/PRB-CHEM/D-LGL/D-SPRB/D-SID  
TSP/ATCC/YDR/ATG/APR/EP2/LTB/MMH  
*APR 5* *MX*

DATE OF PUBLICATION IN THE  
OFFICIAL GAZETTE : 3-20-17  
DATE OF EFFECTIVITY: 4-4-17





**Professional Regulation Commission**

**APPLICATION FORM**

**CERTIFICATE OF AUTHORITY TO OPERATE CHEMICAL LABORATORY AND OTHER RELATED ESTABLISHMENTS**

**Initial**       **Renewal**

**Date Filed:** \_\_\_\_\_

**Reference No:** \_\_\_\_\_

**Part I General Information:**

Name of Chemical Laboratory or Related Establishment :

Address of the Chemical Laboratory or Related Establishment:

Name of the President/General Manager/Corporate Manager:

Contact Person: \_\_\_\_\_ Contact Number: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

Type of Business:

Corporation       Partnership       Sole Proprietorship       Government Institution

**Nature of Business**

Chemical Laboratory       Chemical Research Laboratory       Chemical Supplier/Distributor  
 Quality Control Laboratory       Chemical Teaching Laboratory  
 Testing Laboratory       Chemistry Store/Stockroom

List of safety devices, facilities, laboratory furniture, glassware, utilities, equipment and ancillaries used in the chemical laboratory or related establishment (used separate sheet it necessary):

1. \_\_\_\_\_ 5. \_\_\_\_\_  
 2. \_\_\_\_\_ 6. \_\_\_\_\_  
 3. \_\_\_\_\_ 7. \_\_\_\_\_  
 4. \_\_\_\_\_ 8. \_\_\_\_\_

1. Do you have Safety Manual? Yes  No       2. Do you provide Hazard Pay for Chemists and Laboratory Technicians? Yes  No

3. Do you provide Insurance for Chemists and laboratory Technicians? Yes  No

List of the Employed Chemist/s and Chemical Technician/s (use separate sheet, it necessary):

**CHEMISTS:**

<u>NAMES</u>	<u>REGISTRATION NO.</u>	<u>POSITION IN THE COMPANY</u>	<u>SCOPE OF WORK</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**CHEMICAL TECHNICIANS:**

<u>NAMES</u>	<u>REGISTRATION NO.</u>	<u>POSITION IN THE COMPANY</u>	<u>SCOPE OF WORK</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**Part II Acknowledgement:**

I HEREBY CERTIFY that the above information written by me are true and correct to the best of my knowledge and belief. I further authorize PRC and other agencies to investigate the authenticity of all the documents presented.

SUBSCRIBED AND SWORN to before me this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_ at \_\_\_\_\_, affiant Applicant exhibited to me his/her valid government issued ID \_\_\_\_\_ issued at \_\_\_\_\_ on \_\_\_\_\_.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

(Notary Public)

**Part III Action Taken:**

**Registration Division:**  
(Verification of Licenses)

**Legal Division:**  
(Clearance of no derogatory record)

**Cash Division:**  
Amount: \_\_\_\_\_  
O.R. No. \_\_\_\_\_  
Date \_\_\_\_\_  
Issued by: \_\_\_\_\_

**Standards & Inspection Division:**  
Process by: \_\_\_\_\_  
Date: \_\_\_\_\_

**Reviewed by:**

**ATTY. MARIA LIZA M. HERNANDEZ**  
OIC, Standards & Inspection Division

*md*  
*Appreciation*

ACTION BY THE BOARD OF CHEMISTRY

INSPECTION OF THE APPLICANT'S CHEMICAL LABORATORY OR RELATED ESTABLISHMENT

DATE OF THE INSPECTION: \_\_\_\_\_

FINDINGS:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Approved

Disapproved

\_\_\_\_\_  
**Board's Focal Person**

*md*

*At Reception*



**PROCEDURE FOR THE ISSUANCE OF THE AUTHORITY TO OPERATE CHEMICAL LABORATORY OR RELATED ESTABLISHMENTS**

- Step 1. Secure Application Form at the Standards and Inspection Division counter (Window 5)
- Step 2. Fill-out Application Form
- Step 3. Proceed to Standards & Inspection Division processing window for evaluation and assessment.
- Step 4. Proceed to Registration Division for verification of License and Legal and Investigation Division for notarization of application and to secure clearance of no derogatory record.
- Step 5. Proceed to cashier to pay the processing fee of P4,500.00 and Inspection Fee of P2,000.00
- Step 6. Submit Application Form with all the required documents and official receipt to the Standards and Inspection Division designated window.
- Step 7. Notice of Inspection will be issued at least five (5) days before the conduct of the inspection.
- Step 8. Verify the status of application after \_\_\_\_\_ days from the termination of inspection. You may contact us at 310-1048.

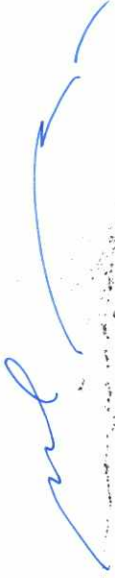
**CHECKLIST OF REQUIREMENTS**

- Duly accomplished Application Form (Please notarized and affix documentary stamp);
- Authenticated copy of Certificate of Registration, Articles of Incorporation/Partnership and By Laws issued by the Securities and Exchange Commission (SEC) for corporation or partnership; or authenticated copy of Certificate of Registration from Department of Trade and Industries (DTI) for sole proprietorship;
- Pictures of the storage area or room where hazardous, toxic, and flammable chemicals are stored;
- Picture of the entire laboratory;
- Valid Professional Identification Cards (PICs) of the Chemists and Registered Chemical Technicians employed
- Payment of processing fee and Inspection Fee (In Cash, Postal Money Order, Manager's Check or Bank Draft payable to the Professional Regulation Commission)
- Short Brown Envelope for the Certificate of Accreditation;
- Set of documentary stamps.

**Note:**

- 1. Applications with incomplete documents will not be accepted. Documentary stamps are available at the PRC customer service counters and PRC Regional Offices.
- 2. Representative/s filing and claiming the Certificate of Authority to Operate Chemical Laboratory or related Entity on behalf of the applicant must present Special Power of Attorney (SPA) and valid proof of identification.

*Application*





ANNEX "B"



Republic of the Philippines  
Professional Regulation Commission  
Manila

The  
**PROFESSIONAL REGULATORY BOARD OF CHEMISTRY**

hereby grants this

**Certificate of Authority to Operate**

Pursuant to the powers vested in the Board of Chemistry under Sections 7g and 35 of  
Republic Act No. 10657, the \_\_\_\_\_

\_\_\_\_\_

*has been found to meet the requirements of the said Act and the  
Rules and Regulations of the Board.*

In view whereof, this Certificate of Authority to Operate No. \_\_\_\_\_ is issued with all the rights and  
privileges appertaining thereto, this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_, at Manila, Philippines.

*This Certificate shall be valid for three (3) years from the date of issue unless earlier revoked or  
suspended by the Board.*

**ADORACION P. RESURRECCION**  
Board Chairperson

Approved:

**TEOFILO S. PILANDO, JR.**  
Commission Chairman

*md*

*ap-resurreccion*