



Republic of the Philippines  
Professional Regulation Commission  
Manila



PROFESSIONAL REGULATORY BOARD OF SANITARY ENGINEERING

Resolution No. 03

Series of 2018

OPERATIONAL GUIDELINES ON THE IMPLEMENTATION OF RA NO. 10912,  
OTHERWISE KNOWN AS "CONTINUING PROFESSIONAL DEVELOPMENT (CPD)  
ACT OF 2016" FOR SANITARY ENGINEERS

**WHEREAS**, Section 4, Article II of R. A. No. 1364 otherwise known as the "Sanitary Engineering Law", grants to the Professional Regulatory Board of Sanitary Engineering (Board) the authority to discharge such powers and duties as may affect the ethical and technological standards of the sanitary engineering profession in the Philippines;

**WHEREAS**, Section 15, Article IV of R. A. No. 10912, otherwise known as Continuing Professional Development (CPD) Act of 2016, provides that the Professional Regulatory Boards (Boards) are given the authority to prescribe their own requirements or procedures relating to the Continuing Professional Development (CPD) as may be pertinent and applicable to their respective professions, **PROVIDED**, that the same does not contravene any of the provisions of R.A. No. 10912 and its Implementing Rules and Regulations (IRR);

**WHEREAS**, there are certain provisions that the Board, after consultation with the stakeholders, have identified to be pertinent and applicable to the sanitary engineering profession and as such, should be incorporated in the CPD Guidelines for Sanitary Engineering.

**NOW THEREFORE**, the Board hereby **RESOLVED**, as it now **RESOLVES**, to formulate its own CPD Operational Guidelines for Sanitary Engineering pursuant to R. A. No. 10912 and its Implementing Rules and Regulations (IRR) as follows:

**Section 1. Meetings.** The CPD Council under the supervision of the Board is hereby mandated under this Resolution to meet every 2<sup>nd</sup> Friday of the month for the purpose of evaluating the applications for accreditation of CPD providers, programs, self-directed and/or lifelong learning and discussing other CPD related matters. Special meetings may be convened by the CPD Council Chairperson or upon a written request of the two (2) members at least five (5) working days prior to such scheduled special meeting.

**Section 2. List of requirements for accreditation of CPD Provider.** The documentary requirements for accreditation of CPD Local and Foreign Providers as provided in Resolution No. 1032, Series of 2017, otherwise known as the "Implementing Rules and Regulations of R. A. No. 10912" are hereby adopted.

**Section 3. List of requirements for accreditation for CPD Program.** The list of documentary requirements for accreditation of CPD Program as provided in Resolution No. 1032, Series of 2017, otherwise known as the "Implementing Rules and Regulations of R.A. No. 10912" is hereby adopted.

**Section 4. Matrix of CPD Activities.** The CPD Program for Sanitary Engineers shall be organized and developed under any the following seven (7) leading specialized areas of sanitary engineering practice:

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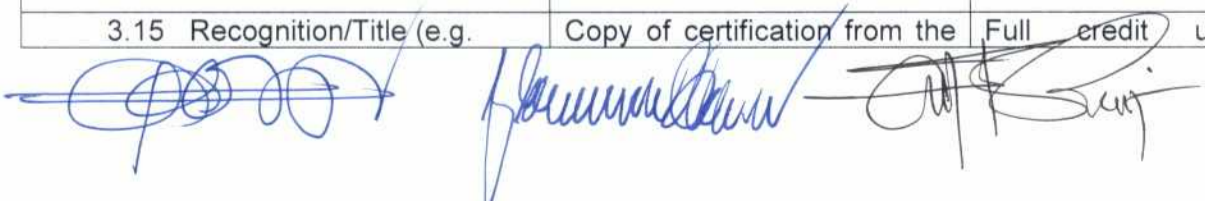
- a) Environmental Engineering
- b) Environmental Management
- c) Public Health and Sanitation
- d) Sanitary Utilities (Plumbing) and Fire Protection
- e) Solid Waste Management
- f) Wastewater Engineering
- g) Water Supply Engineering

The following table shows the activities vis-à-vis the documentations required and the corresponding Credit Units.

ACTIVITY	DOCUMENTS TO BE SUBMITTED IN SUPPORT TO THE APPLICATION	CREDIT UNITS (CU)
<b>1. PROFESSIONAL TRACK (TRAINING OFFERED BY ACCREDITED CPD PROVIDERS, FACE TO FACE/ONLINE)</b>		
1.1 Participant	Certificate of attendance with number of hours	Approved credit units for the program ( <i>based on one hour is equal to one unit</i> )
1.2 Resource Speaker	Photocopy of certificate of appreciation	3 CUs per hour
1.3 Panelist/Reactor	<ul style="list-style-type: none"> <li>• Certification from sponsoring organization</li> <li>• Copy of program</li> </ul>	2 CUs per hour
1.4 Facilitator/Moderator	<ul style="list-style-type: none"> <li>• Certification from sponsoring organization</li> <li>• Copy of program</li> </ul>	1 CU per hour
1.5 Monitor	<ul style="list-style-type: none"> <li>• Monitoring report</li> <li>• Certificate of appearance</li> <li>• Authority to monitor</li> </ul>	Twice the number of approved credit units for the program
1.6 Participants in-service training sponsored by employer	Certificate of training and training description	Maximum of 20 CUs for a 12 - month period; a fraction thereof on a pro-rata basis
<b>2. ACADEMIC TRACK (to be applied under Self-Directed Learning)</b>		
2.1 Master's degree in the specialized area of sanitary engineering practice	University certification/diploma and transcript of records (authenticated copy)	Full credit units in a compliance period upon completion of degree ( <i>first time renewal of PIC considering RA 10912, degree earned prior to this operational guidelines shall be given full credit units</i> )
2.2 Doctorate degree in the specialized area of sanitary engineering practice	University certification/diploma and transcript of records (authenticated copy)	<ul style="list-style-type: none"> <li>• Full credit units in a compliance period upon completion of candidacy</li> <li>• Additional full credit units in a compliance</li> </ul>

		period upon completion (first time renewal of PIC considering RA 10912, degree earned prior to this operational guidelines shall be given full credit units)
2.3	Professorial Chair	Certification of grant or appointment paper 15 CUs per year
2.4	Residency/ Externship/Specialty/Sub - specialty program (Immersion in the industry)	<ul style="list-style-type: none"> <li>• Certification</li> <li>• Certificate of completion</li> </ul> 5 CUs per year
2.5	Fellowship Grant	
	2.5.1 Participant	Certification from the granting institution and/or certificate of fellowship 2 CUs per grant
	2.5.2 Resource Speaker	4 CUs per grant
	2.5.3 Researcher	5 CUs per grant
2.6	Post-graduate diploma	Diploma/certification from the institution Maximum of 30 CUs for an 18-month period or a fraction thereof upon completion
2.7	Academic Chair	Certification of grant or appointment paper 10 CUs per year
2.8	Master's degree units earned in the specialized area of sanitary engineering practice	Transcript of records Number of academic units earned in the compliance period
2.9	Doctorate degree units earned in the specialized area of sanitary engineering practice	Transcript of records Number of academic units earned in the compliance period
2.10	Teaching professional courses in sanitary engineering, undergraduate level	Certification 1 CU per preparation per year
2.11	Teaching professional courses in sanitary engineering, masteral level	Certification 2 CUs per preparation per year
2.12	Teaching professional courses in sanitary engineering, doctoral level	Certification 3 CUs per preparation per year
2.13	Adviser/Panelist  Undergraduate thesis Masteral Thesis Doctoral dissertation	Certification  1 CU per thesis 2 CUs per thesis 3 CUs per dissertation
<b>3. SELF-DIRECTED (TRAINING OFFERED BY NON-ACCREDITED CPD PROVIDERS, Face-to-face/On line) - to be applied under Self-Directed Learning</b>		
3.1	Participant	Certificate of attendance with number of hours, seminar program and list of participants Credit units for the program as evaluated by the CPD Council

3.2 Resource Speaker	Photocopy of certificate copy of papers and program invitation	3 CUs per hour	
3.3 Panelist/Reactor	<ul style="list-style-type: none"> <li>• Certification from sponsoring organization</li> <li>• Copy of program</li> </ul>	2 CUs per hour	
3.4 Facilitator/Moderator	<ul style="list-style-type: none"> <li>• Certification from sponsoring organization</li> <li>• Copy of program</li> </ul>	1 CU per hour	
3.5 Participants in-service training sponsored by employer	Certificate of training and training description	Maximum of 20 CUs for a 12-month period; a fraction thereof on a pro-rata basis	
3.6 Program/Training module development	Copy of module and evaluation	10 CUs per module	
3.7 Technical Paper	Certification of completion and approval for published paper, see 3.8	5 CUs per technical paper. For published paper, see 3.8	
3.8 Article published in a refereed/peer reviewed professional journal			
3.8.1 Author/s	Copy of published, refereed article and table of contents	Local 10 CUs	International 10 CUs
		<i>For multiple authors, divide CU equally among them</i>	
3.8.2 Peer reviewer	Copy of published article and table of contents	2 CUs per article	
3.9 Pamphlet/Book or Monograph			
3.9.1 Author/s	Copy of published, refereed book	20 CUs for single author for pamphlet (less than 100 pages)	40 CUs for single author for book or monograph (more than 100 pages)
		<i>For multiple authors, divide CU equally among them</i>	
3.9.2 Editor		Maximum of 20 CUs	
3.10 Article in magazine or newspaper	Proof of publication of article	Maximum of 5 CUs per article for multiple authors, divide CU equally among them	
3.11 Inventions	Certified copy of patent certificate	Full credit units for compliance period	
3.12 Study tours/visits	Certification from sponsoring institution	2 CUs per day (Maximum of 20 CUs per tour)	
3.13 Consultancy (e.g. Technical meetings/ accreditation and other activities as per request of an institution)	Certificate of appearance and invitation	1 CU per hour	
3.14 Socio-civic activities using profession (e.g. outreach programs, etc)	Project proposal, report and photos	1 CU per hour	
3.15 Recognition/Title (e.g.	Copy of certification from the	Full credit units for	



	Fellows, Hall of Fame Award, Outstanding Professional, Life Achievement Awardee, etc)	awarding body (duly notarized)	compliance period	
3.16	Non-degree courses	Certificate	3 CUs per certificate	
3.17	Special topics/executive programs	Certificate	5 CUs per certificate	
3.18	Attendance/participation in prestigious construction and trade shows	Certificate	5 CUs per certificate	
3.19	Attendance/participation in prestigious for, roundtable discussions, summits of national and international prestige	Certificate	Local 5 CUs per certificate	International 10 CUs per certificate
3.20	Development of sanitary engineering technology	Patent	Full credit (45 CUs) within the compliance period	
3.21	Accreditation/registration as APEC, ASEAN, ACPE, etc engineer	Certification	10 CUs per certificate within the compliance period	
<b>4. OTHER ACTIVITIES – No need to apply under Self-Directed Learning</b>				
4.1	Positions in government agencies related to sanitary engineering works and practice  Member, Professional Regulatory Board of Sanitary Engineering (incumbent)  Those occupying the following ranks in national agencies and government corporation or their equivalent (incumbent)  4.1.1 Secretary 4.1.2 Undersecretary 4.1.3 Heads of GOCC/ other agencies 4.1.4 Assistant Secretary 4.1.5 Bureau Director 4.1.6 Regional Director 4.1.7 Service Director 4.1.8 Asst. Directors 4.1.9 Division Heads, District Engineer/Asst. District Engineer, City Engineer, Provincial Engineer, Building Official	With Official Appointment	Full credit units within the compliance period  Full credit units in a compliance period  Full credit units in a compliance period 30 CUs  30 CUs 20 CUs 15 CUs 15 CUs 10 CUs 5 CUs	
4.2	Member, technical working group (TWG)	Certification	5 CUs per membership	
4.3 Accredited Professional Organization (APO)				
4.3.1	Officer/Director	Certification	10 CUs per term	
4.3.2	Chairman/Member Standing	Certification	5 CUs per term	

Technical Committee		
4.3.3 Facilitator in APO sponsored/initiated technical activities	Certification	5 CUs per term

**Section 5. CPD Provider Completion Report.** The documentary requirements for the submission of Completion Report shall be those provided in Resolution No. 1032, Series of 2017, otherwise known as the "Implementing Rules and Regulations of R. A. No. 10912".

**Section 6. Maximum Creditable Units for Self-Directed Learning Modality.** The maximum creditable units for self-directed learning modality shall be twenty (20) within a 3-year compliance period except those activities identified in Section 4 hereof.

**Section 7. Major Areas of CPD Activities.** The CPD Activities shall be divided into five (5) major areas with corresponding required credit units as shown in the following table.

MAJOR AREA	COVERAGE OF THE AREA	CREDIT UNITS REQUIRED
1. Ethics		2
2. Professional Practice (e.g. laws, rules, PRB/Commission issuances)	Attendance to PRB-sponsored learning activities	4
3. Enhancement of Professional Practice in Sanitary Engineering	General Sanitary engineering practice	10
4. Enhancement of Technical Competence in chosen field of Specialization	Sanitary engineering practice in the chosen field of specialization (career path)	27
5. Environmental Factors Affecting the Profession (e.g. Gender and Development, Personality Development)	Awareness of the environmental factors affecting the profession	2

**Section 8. Required CPD Credit Units within a Compliance Period.**

Year of Renewal	Required Number of CPD Credit Units
2018	30
2019 onwards	45

**Section 9. For Overseas Professionals on how to comply with CPD.** Sanitary Engineers working overseas may take programs/seminars through the foreign chapters or affiliates of accredited CPD Providers. They may also attend seminars/trainings conducted by non-accredited CPD Providers and apply for credit unit/s with the CPD Council of Sanitary Engineers under the Self-Directed Learning Modality.

**Section 10. Repealing Clause.** All Resolutions, Orders, Circulars, Issuances and parts thereof which are inconsistent with this Resolution are hereby repealed or modified accordingly.

**Section 11. Effectivity.** This Resolution shall take effect after fifteen (15) days following its full and complete publication in the Official Gazette or in major newspaper of general circulation in the country.



Let copies hereof be furnished the U.P. Law Center and the members of the CPD Council for Sanitary Engineers.

Done in the City of Manila, this 20th day of March, 2018.

  
**CORAZON DLR ROMERO**  
Chairperson

  
**ALFREDO B. ESPINO**  
Member

  
**FLORIMOND M. LARA**  
Member

Attested to:

  
**Atty. LOVELIKA T. BAUTISTA**  
Chief  
Secretariat to the Professional Regulatory Boards

APPROVED BY:

  
**TEOFILO S. PILANDO, JR**  
Chairman

  
**YOLANDA D. REYES**  
Commissioner

  
**JOSE Y. CUETO, JR.**  
Commissioner

O-OCH/O-CI/O-OCII/O-ASCOM/PRB-SAN/D-LID/D-SPRB/CPDD  
TSP/YDR/JYC/ATG/CDR/ER2/LTB/MLMH/MERAQ/jid

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