



CONTINUING PROFESSIONAL DEVELOPMENT: LAW AND REALITY

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Teaching is one of the oldest occupations in the Philippines. It is one of the most respected, too. A teacher used to be regarded as a paragon of virtues, an infallible source of knowledge, an unfailing guide in times of trials and difficulties.



The “**maestra**” and the “**maestro**” of the olden times were bound to follow three requirements:

First – continuous improvement and perfection in their areas of expertise

Second – leading a life of impeccable reputation

Third – demonstrated service to their fellowmen

For generations, these three standards guided the practice of teaching.



Teachers of Antiquity like Socrates Aristotle, Plato, Buddha, Lao Tze, Confucius, and many others were engaged in the continuous perfection in their areas of expertise. Such continuous perfection constitutes what we now call CPD or Continuing Professional Development.



How did Continuing Professional Development (CPD) come about?



- Article 12 of the Constitution recognizes role of professionals in nation building and provides for sustained development of a reservoir of professionals.
- R.A. No. 8981 or the PRC Modernization Act of 2000 empowers Commission to administer, implement and enforce regulatory policies.
- R.A. No. 10912 or the CPD Law mandates to strengthen professional development programs and created the CPD Council and appropriate funds thereof.



What is Continuing Professional Development (CPD)?



CPD refers to:

- Inculcation of advanced knowledge, skills and ethical values
- A post-licensure specialization or in an inter-or multidisciplinary field of study
- For assimilation into professional practice, self-directed research and/or Lifelong Learning



Why do we need CPD?



- 1) Social protection and general welfare of the public
- 2) To promote and upgrade the practice of professions in the country.
- 3) To continuously improve the competence of the professionals in accordance with the international standards of practice



- 4) To ensure contribution in uplifting the general welfare, economic growth and development of the nation
- 5) To comply with the MRA requirement anchored on the PQF and AQRf for ASEAN Professionals
- 6) To assure the qualifications competencies of Filipino professionals vis-a-vis ASEAN counterparts



Thus, the CPD is hereby made as a mandatory requirement in the renewal of the PICs of all registered and licensed professionals under the regulation of the PRC. **(Section 10, Article III of RA 10912).**



Implementing Agency

- The PRC shall undertake the overall implementation of the CPD program with the CPD Council. The Continuing Professional Development Program Management Committee (CPD-PMC) is also created to manage and propose policies to the Commission for CPD implementation.



To effectively implement CPD across all professions under the PRC

- CPD Council is created in each of the regulated professions
- Under the supervision of the PRB concerned



Composition of CPD Council

- 1) Chairperson – member from the PRB; co-terminus with appointment as PRB unless sooner replaced
- 2) First Member – from the APO / AIPO; two (2) years unless sooner replaced



Composition of CPD Council

- 3) Second Member – from the Academe; two (2) years unless sooner replaced



Operational Guidelines

The CPD Councils shall formulate their own Operational Guidelines through a Resolution of the PRB concerned, subject to the approval of the PRC for its proper implementation.



Respective CPD Council's Operational Guidelines include (but not limited to) :

- Date/s of Regular and Special Meeting/s specific to the profession
- Additional Requirements for Accreditation as CPD Provider and programs specific to the profession
- Matrix of CPD Activities specific to the profession
- Maximum Creditable Units under Self-Directed and/or Lifelong Learning Track specific to the profession
- Major Areas of CPD Activities specific to the profession
- Number of CPD credit units (CU) to be complied per professional specific to the profession



Business, Education and Social Cluster

PROFESSION	2017	2018	2019	2020-onwards
Accountancy	80	100	120	120
Criminology	13.5	27	45	45
Customs Brokers	0	30	45	45
Guidance and Counseling	13.5	27	45	45
Librarians	13.5	27	45	45
Professional Teachers	15 (Dec. 2017)	30	45	45



Business, Education and Social Cluster

PROFESSION	2017	2018	2019	2020-onwards
Psychology				
Psychologist	13.5	27	45	45
Psychometrician	13.5	27	45	45
Real Estate Service				
Consultant	45	45	45	45
Appraiser	45	45	45	45
Broker	45	45	45	45
Salesperson	15	15	15	15
Social Work	15	30	45	45



Engineering Cluster

PROFESSION	2017	2018	2019	2020-onwards
Aeronautical	13.5	30	45	45
Agricultural and Biosystems	0	20	45	45
Chemical	13.5	30	45	45
Civil	0	0 (Feb 2018) 20 (Mar 2018)	45	45
Electrical				
PEE	15	30	45	45
REE	15	30	45	45
RME	10	20	30	30
Electronics				
PECE	13.5	40	60	60
RECE	13.5	30	45	45
ECT	13.5	20	30	30



Engineering Cluster

PROFESSION	2017	2018	2019	2020-onwards
Geodetic	13.5	27	45	45
Mechanical				
PME	13.5	27	45	45
RME	13.5	27	45	45
CPM	13.5	27	45	45
Metallurgical	0	15	30	45
Mining	13.5	27	45	45
Naval Architecture	0	15	30	45
Sanitary	13.5	30	45	45



Health and Allied Cluster

PROFESSION	2017	2018	2019	2020-onwards
Dentistry				
Dentist	18	14	45	45
Dental Hygienist	18	6	20	20
Dental Technologist	18	6	20	20
60 years old and above/PWD	18	6	15	15
Medical Technology				
Medical Technologist	13.5	30	45	45
Med. Lab. Technician	13.5	20	30	30
Medicine	13.5	27	45	45
Midwifery	0	15	30	45
Nursing	0	15	30	45



Health and Allied Cluster

PROFESSION	2017	2018	2019	2020-onwards
Occupational Therapy	13.5	27	45	45
Optometry	13.5	27	45	45
Pharmacy	15	30	45	45
Physical Therapy	13.5	27	45	45
Radiologic Technology				
Rad. Technologist	0	15	45	45
X-ray Technician	0	10	30	30
Respiratory Therapy	15	30	45	45
Veterinary Medicine	13.5	27	45	45



Technology Cluster

PROFESSION	2017	2018	2019	2020-onwards
Agriculture	13.5	27	45	45
Architecture				
Below 60 yrs. old	13.5	27	45	45
60-69 yrs. old	10.5	21	35	35
70 yrs. old and above	7.5	15	25	25
Chemistry				
Chemist	0	15	30	45
Chem. Lab. Technician	0	10	20	30
Environmental Planning	15	30	45	45
Fisheries	13.5	27	45	45



Technology Cluster

PROFESSION	2017	2018	2019	2020-onwards
Forestry	0	Jan.-Jun. - 7	Jan.-Jun.- 22	Jan.-Jun.- 37
		July-Dec -15	July- Dec. -30	July-Dec. 45
Geology	13.5	27	45	45
Interior Design				
Below 60 yrs. old	45	45	45	45
Between 61-70 yrs. old	35	35	35	35
71 yrs. old and above	25	25	25	25
Landscape Architecture	15	30	45	45
Master Plumber	10	20	30	30



How do we earn Credit Units/Points?



Nature of CPD Programs

- Formal Learning
- Non-Formal Learning
- Informal Learning
- Self-Directed Learning
- Online Learning Activities
- Professional Work Experience
- Corporate Social Responsibility (CSR)



Formal Learning

- 1) Structured and curriculum based
 - 2) Takes place in education and training institutions
 - 3) Leads to diploma and qualifications
- e.g. Master's and Doctoral Degrees



Formal Learning

4) In order to earn CPD credit units professional has to apply this activity for credit units under self-directed learning modality.



Non-Formal Learning

- 1) An addition or alternative to formal learning
- 2) May be structured and made more flexible (e.g. Accredited CPD activities including CSR, seminars, conferences and lectures)



Informal Learning

- 1) Occurs in daily life assessed, through the recognition, validation and accreditation process, and which can contribute to a qualification.
- 2) In order to earn CPD credit units professional has to apply this activity for credit units under self-directed learning modality.



Self-Directed Learning

- 1) Learning activities where the Provider of Program did not undergo CPD accreditation but may be applied for and awarded CPD units by the respective CPD Council (e.g. Company-sponsored seminars, non-degree courses)
- 2) Foreign conferences, lectures, congresses
- 3) In order to earn CPD credit units professional has to apply this activity for credit units.



Online Learning Activities

- 1) Make use of the internet and other web-based learning activities
- 2) The Provider may not be an accredited CPD Provider (needs to be applied under SDL)
 - e.g. webinars



Professional Work Experience

- 1) Additional knowledge acquired in the work place or in the practice of the profession
- 2) In order to earn CPD credit units professional has to apply this activity for credit units under self-directed learning modality.



Who can be CPD Providers?



Categories of CPD Providers

1. Local CPD provider:
 - 1.1 Individual/Sole Proprietor
 - 1.2 Firm/Partnership/Corporation
 - 1.3 Government Institutions/
Agencies
2. Foreign CPD provider



DOCUMENTARY REQUIREMENTS FOR LOCAL CPD PROVIDER:

Individual / Sole Proprietor	Firm / Partnership / Corporation	Government Institution/Agency
1) Résumé	1) Company Profile	1) Copy of charter or Republic Act establishing the agency
2) Valid PIC	2) List of Officers with valid PIC (if Registered and Licensed Professional)	2) Instructional Design
3) Company Profile	3) List and photographs of training equipment and facilities	3) Annual plan of proposed CPD Activities
4) List and photographs of training equipment and facilities	4) Instructional Design	4) Office Order or its equivalent from the head of Agency appointing its officer to manage the CPD activities
5) Instructional Design	5) Annual plan of proposed CPD Activities	
6) Annual plan of proposed CPD Activities	6) Appointment paper from the managing partner authorizing the partner to manage CPD activities; or Board Resolution/ Secretary Certificate of a Corporation authorizing an officer to manage CPD activities.	
7) DTI Certificate of Registration (authenticated copy)	7) SEC Certificate of Registration and Articles of Incorporation or Partnership and their respective By-laws (authenticated copy)	
8) NBI Clearance (original)	8) BIR Certificate of Registration (authenticated copy)	
9) BIR Certificate of Registration (authenticated copy)	9) Affidavit of Undertaking	
10) Affidavit of Undertaking		



- **Memorandum Circular No. 7 dated July 21, 2017**
 - **Call for Accreditation as Continuing Professional Development (CPD) Providers**
 - Government agencies including state universities, colleges and government-owned and controlled corporations to apply for accreditation as CPD Providers
 - Accreditation free of charge
 - Application for accreditation of programs should be filed at least 45 days prior to its offering.



DOCUMENTARY REQUIREMENTS FOR FOREIGN PROVIDER:

- 1) Company Profile
- 2) List of Officers with current PIC(if applicable)
- 3) List and photographs of training equipment and facilities
- 4) Instructional Design
- 5) Annual plan of proposed CPD Activities
- 6) **Appointment paper** from the managing partner authorizing the partner to manage CPD activities; or **Board Resolution/Secretary Certificate** of a Corporation authorizing an officer to manage CPD activities; or its equivalent
- 7) **Proof of Registration of its creation in the country/state of the applicant which must be duly authenticated by the Philippine Embassy/ Consulate in the said country/state and accompanied by an official English translation thereof**
- 8) Affidavit of Undertaking (CPDD-06) subscribed and sworn before Philippine Embassy/Consulate in the country/state of the applicant



For CPD Providers:

- Accreditation is valid for three (3) years, subject to renewal.
- Revocation or suspension of accreditation is subject to due process.
- An accredited CPD Provider of a particular profession may apply for accreditation of its Program/s to other professions subject to the approval of the CPD Council concerned.



Republic of the Philippines
PROFESSIONAL REGULATION COMMISSION

Accreditation of CPD Program



Process for Accreditation of CPD Program

- 1) A CPD provider shall apply for accreditation of its program to the CPD Council at least 45 days prior to conduct of the activity.
- 2) Indicate the number of times the program will be offered within the year to determine the processing fee.



Process for Accreditation of CPD Program

3) CPD Provider of a particular profession may apply for accreditation of its program/s to other profession's CPD Councils.



Earning Credit Units Under Self-Directed Learning

- Participant as speaker or delegate to:
 - foreign and local activities
 - Conferences
 - Conventions, seminars, lectures
where provider is not accredited with
PRC
- Corporate Social Responsibility (CSR)
- New learnings from workplace



Matrix of CPD Activities



PROGRAM / ACTIVITY/PARTICIPATION	CREDIT UNITS	SUPPORTING DOCUMENT
1. PROFESSIONAL TRACK (TRAINING OFFERED BY ACCREDITED CPD PROVIDERS, Face to Face / Online, approved by CPD Council prior to offering)		
1.1 PROGRAM -PARTICIPANT	APPROVED CREDIT UNITS FOR THE PROGRAM	CERTIFICATE OF ATTENDANCE WITH DATE AND NUMBER OF NUMBER OF HOURS
1.2 PROGRAM -RESOURCE SPEAKER	3 CU PER HOUR	PHOTOCOPY OF CERTIFICATE OF APPRECIATION WITH DATE AND NUMBER OF HOURS
1.3 PROGRAM - PANELIST / REACTOR	2 CU PER HOUR	CERTIFICATION FROM SPONSORING ORGANIZATION WITH DATE AND NUMBER OF HOURD
1.4 PROGRAM - FACILITATOR / MODERATOR	1 CU PER HOUR	CERTIFICATION FROM SPONSORING ORGANIZATION WITH DATE AND NUMBER OF HOURS
1.5 PROGRAM - MONITOR	TWICE THE NUMBER OF APPROVED CREDIT UNITS FOR THE PROGRAM	MONITORING REPORT AND CERTIFICATE OF APPEARANCE



2. ACADEMIC TRACK (To applied under Self-Directed Learning Modality)

2.1 MASTER'S DEGREE OR EQUIVALENT	FULL CREDIT UNITS FOR COMPLIANCE PERIOD UPON COMPLETION OF DEGREE	UNIVERSITY CERTIFICATION / DIPLOMA OR TRANSCRIPT OF RECORDS (authenticated copy)
2.2 DOCTORAL DEGREE OR EQUIVALENT	FULL CREDIT UNITS FOR COMPLIANCE PERIOD UPON COMPLETION OF CANDIDACY ADDITIONAL FULL CREDIT UNITS FOR COMPLIANCE PERIOD UPON COMPLETION OF DEGREE	UNIVERSITY CERTIFICATION / DIPLOMA OR TRANSCRIPT OF RECORDS (authenticated copy)
2.3 PROFESSORIAL CHAIR	15 CU PER YEAR	CERTIFICATION OF GRANT OR APPOINTMENT PAPER
2.4 RESIDENCY / EXTERNSHIP / SPECIALTY / SUB-SPECIALTY PROGRAM	10 CU PER YEAR	HOSPITAL CERTIFICATION CERTIFICATE OF COMPLETION
2.5 FELLOWSHIP GRANT		
2.5.1 PARTICIPANT	2 CU PER GRANT	CERTIFICATION FROM THE GRANTING INSTITUTION AND/OR CERTIFICATE OF FELLOWSHIP
2.5.2 RESOURCE SPEAKER	4 CU PER GRANT	
2.5.3 RESEARCHER	5 CU PER GRANT	
2.6 POST GRADUATE DIPLOMA/CERTIFICATE	MAXIMUM OF 30 CU FOR AN 18-MONTH PERIOD OR A FRACTION THEREOF UPON COMPLETION	DIPLOMA / CERTIFICATION FROM THE INSTITUTION



3. SELF-DIRECTED (TRAINING OFFERED BY NON-ACCREDITED CPD PROVIDERS, Face to Face / Online, to be applied under Self- Directed Learning Modality)

3.1 PROGRAM -PARTICIPANT	CREDIT UNITS FOR THE PROGRAM AS EVALUATED BY THE CPD COUNCIL	CERTIFICATE OF ATTENDANCE WITH DATE AND NUMBER OF HOURS
3.2 PROGRAM - RESOURCE SPEAKER	3 CU PER HOUR	PHOTOCOPY OF CERTIFICATE OF APPRECIATION WITH DATE AND NUMBER OF HOURS
3.3 PROGRAM -PANELIST / REACTOR	2 CU PER HOUR	CERTIFICATION FROM SPONSORING ORGANIZATION
3.4 PROGRAM -FACILITATOR / MODERATOR	1 CU PER HOUR	CERTIFICATION FROM SPONSORING ORGANIZATION
3.5 IN-SERVICE TRAINING	MAXIMUM OF 20 CU FOR A 12-MONTH PERIOD OR A FRACTION THEREOF UPON COMPLETION	CERTIFICATE OF TRAINING & TRAINING DESCRIPTION
3.6 PROGRAM / TRAINING MODULE DEVELOPMENT	10 CU PER MODULE	COPY OF MODULE AND EVALUATION



3.7 TECHNICAL PAPER	5 CU PER TECHNICAL PAPER FOR PUBLISHED PAPER, SEE 3.8		CERTIFICATION OF COMPLETION AND APPROVAL FOR PUBLISHED PAPER, SEE 3.8
3.8 ARTICLE PUBLISHED IN A REFEREED / PEER REVIEWED PROFESSIONAL JOURNAL			
3.8.1 AUTHOR/S	LOCAL 10 CU	INTERNATIONAL 10 CU	COPY OF PUBLISHED ARTICLE AND TABLE OF CONTENTS
	FOR MULTIPLE AUTHORS, DIVIDE CU EQUALLY AMONG THEM.		
3.8.2 PEER REVIEWER	2 CU PER ARTICLE		
3.9 PAMPHLET / BOOK OR MONOGRAPH			
3.9.1 AUTHOR/S	20 CU FOR SINGLE AUTHOR FOR PAMPHLET (LESS THAN 100 PAGES)	40 CU FOR SINGLE AUTHOR FOR BOOK OR MONOGRAPH (MORE THAN 100 PAGES)	COPY OF PUBLISHED BOOK
	FOR MULTIPLE AUTHORS, DIVIDE CU EQUALLY AMONG THEM.		
3.9.2 EDITOR	MAXIMUM OF 20 CU		
3.10 ARTICLE IN MAGAZINE / NEWSPAPER	MAXIMUM OF 5 CU PER ARTICLE FOR MULTIPLE AUTHORS, DIVIDE CU EQUALLY AMONG THEM.		PROOF OF PUBLICATION OF ARTICLE



3.11 INVENTIONS	FULL CREDIT UNITS FOR COMPLIANCE PERIOD	CERTIFIED COPY OF PATENT CERTIFICATE
3.12 STUDY TOURS/VISITS	2 CU / DAY (MAXIMUM OF 20 CU / TOUR)	CERTIFICATION FROM SPONSORING INSTITUTION
3.13 CONSULTANCY (e.g. Technical Meetings / Accreditation and other activities as per request of an institution, etc.)	1 CU PER HOUR	CERTIFICATE OF APPEARANCE AND INVITATION
3.14 SOCIO-CIVIC ACTIVITIES (e.g. Medical Missions, Outreach Programs, etc.)	1 CU PER HOUR	PROJECT PROPOSAL, REPORT AND PHOTOS
3.15 RECOGNITION / TITLE (e.g. Fellows, Hall of Fame Award, Outstanding Professional, Lifetime Achievement Awardee, etc.)	FULL CREDIT UNITS FOR COMPLIANCE PERIOD	COPY OF CERTIFICATION FROM THE AWARDING BODY (duly notarized)

4. SUCH OTHER ACTIVITIES TO BE RECOMMENDED BY THE CPD COUNCIL AND APPROVED BY THE BOARD AND THE COMMISSION



Other Self-Directed Learning Activities where CPD Credit Units can be Earned

- Community Outreach Programs
- Livelihood Programs
- Medical Missions
- Disaster Assistance Participation
- Donations to worthy projects such as scholarships, needs of disaster affected families
- Assistance extended to PRC, CPDs and professional service
- Participation to PRC Committees and other government created Committees



Other Self-Directed Learning Activities where CPD Credit Units can be Earned

- Attendance on PRC or Board official meetings
- School Monitoring and Inspections
- Innovations/Inventions
(accepted, documented and with patent)
- Travels/Study tours (local or abroad)
- Exhibits of professional products
- Plant visits



Prescribed Fees

- CPD PROVIDER (Local) P 5,000.00
- CPD PROVIDER (Foreign) 8,000.00
- PER OFFERING OF CPD PROGRAM 1,000.00
- PER APPLICATION OF SELF-DIRECTED
OR LIFELONG LEARNING 500.00
- GOVERNMENT PROVIDERS AND PROGRAMS free



Processing Period

•CPD PROVIDER	60 DAYS
•CPD PROGRAM	45 DAYS

NOTE:

- All applications not acted upon within the prescribed period are deemed approved.
- CPD Councils disapproves programs where CPD Providers charge unreasonable registration fees.



Monitoring



Monitoring

One of the functions and responsibilities of the CPD Council is to monitor and evaluate the implementation of the CPD programs.



Who could be CPD Monitors ?



CPD Monitors

(in order of preference)

- CPD Council Member
- Member of the PRB
- Duly designated member of the AIPO/APO
- Member of the academe who is not a participant in the CPD program; and
- Duly designated professionals



CPD Program for Multiple Professions

- Program applied to more than one (1) CPD Council and approved by each Council shall be monitored by their respective Council's duly designated Monitors.



Monitor's Report

Shall include:

- List of participants
- List of lecturers, resource speakers (name and registration/ license numbers)
- Actual program of activities
- Evaluation using format
- Other requirements as may be prescribed by the CPD Council



Monitor's Report

- Monitor's report shall be submitted to the respective CPD Council within seven (7) working days after the CPD program offering.



- The CPD Council shall furnish a copy of the monitoring report to the CPD Provider within twenty (20) working days from the conduct of program.



Grounds for Suspension, Cancellation, or Non- Renewal of Accreditation of a CPD Provider



- 1) Non-compliance with any of the prescribed requirements;
- 2) Substantial deviation from the approved program, such as advancing the schedule of approved CPD activity;
- 3) Charging of unreasonable fees and/or adding any other substantial fees not approved by the CPD Council;



- 4) Misrepresentation;
- 5) Failure to conduct at least one (1) CPD Program within the year; and
- 6) Any other violation of the CPD law, its IRR and the Operational Guidelines of the respective professions.



Other Initiatives on the Implementation of CPD



- PRC exercise maximum flexibility, accessibility and affordability in the implementation of CPD
- No professional who applied for the renewal of his/her professional ID has ever been denied by PRC due to incomplete or lacking CPD units (except for Real Estate professions)
- Undertaking embedded in the Professional Identification Card (PIC) Renewal Form which can be availed of until December 2018.
- Called on private sector employers to apply as CPD Providers



- CPD Councils conducted stakeholders consultation nationwide for suggestions/recommendations on the improvement of the CPD implementation processes
- Some Accredited Professional Organizations (APOs) are offering free seminars to their members nationwide
- Some APOs are allotting free seats to the unemployed, underemployed, senior citizens and Differently Abled Persons, as part of their Corporate Social Responsibility programs
- CPD Council can recommend additional evaluators and monitors to be submitted to their respective Boards for endorsement and approval of the Commission



- Some APOs are coordinating with their local chapters and respective LGUs to provide free venues for the conduct of free or affordable CPD programs
- Radio and TV interviews to maximize information dissemination on the different modes for CPD compliance of professionals
- Postings on PRC's website and other social media, for information



- **Memorandum Order No. 9 dated February 12, 2018 Guidelines on the Processing and Release (Renewal) of the Professional Identification Cards (PICs) of the Balik Manggagawa OFWs**
 - Provision of express lane for OFW professionals identified as Balik Manggagawa
 - Balik Manggagawa OFWs can execute Undertaking, if Certificate of Good Standing and CPD units are not readily available; PIC to be released within the day



Role of Concerned Government Agencies and the Private Sector

All concerned government agencies and private firms and organizations employing professionals shall include the CPD as part of their human resource development plan and program.

(Section 13, Article III of RA 10912)



“CPD is essential for any professional who desires to deliver world-class services to his/her clients.”



“Professionals have great responsibility and therefore must be updated with current science, technology, trends, and interventions.”



With these initiatives and other endeavors:

*Our government through **PRC** is empowering the Filipino professionals in their practice thus making them globally competitive.*





For more details please visit:

PRC official website

www.prc.gov.ph

PRC Facebook account

**[facebook.com/professional
regulation commission](https://facebook.com/professionalregulationcommission)**



Thank you.