



Republic of the Philippines
Professional Regulation Commission
Manila



PROFESSIONAL REGULATORY BOARD OF INTERIOR DESIGN

Resolution No. 03
Series of 2019

OPERATIONAL GUIDELINES FOR THE INTERIOR DESIGN PROFESSION DURING THE TRANSITION PERIOD PURSUANT TO COMMISSION RESOLUTION NO. 1146 (S. 2019), ENTITLED “AMENDING RELEVANT PROVISIONS OF RESOLUTION NO. 1032 (S. 2017), OTHERWISE KNOWN AS THE IMPLEMENTING RULES AND REGULATIONS (IRR) OF REPUBLIC ACT NO. 10912, KNOWN AS THE CONTINUING PROFESSIONAL DEVELOPMENT (CPD) ACT OF 2016”

WHEREAS, Republic Act (R.A.) 10912 was enacted to promote and upgrade the practice of the professions in the country and institute measures that will continuously improve the competence of the professionals in accordance with the international standards of professional practice, thereby ensuring their contribution in uplifting the general welfare, economic growth and development of the nation;

WHEREAS, the Professional Regulation Commission (Commission) issued Resolution No. 1146 (s.2019) entitled “Amending Relevant Provisions of Resolution No. 1032 (s. 2017), otherwise known as the Implementing Rules and Regulations (IRR) of Republic Act No. 10912, known as the Continuing Professional Development (CPD) Act of 2016”, which provides for a **Transition Period** in order to develop the necessary standards, processes, capacity, and infrastructure while minimizing the cost and inconvenience to concerned professionals;

WHEREAS, in order to conform with the provisions of the said Resolution, the Professional Regulatory Boards (Boards) are mandated to issue Operational Guidelines during the Transition Period;

NOW THEREFORE, in compliance with the mandate of the Commission and after the consultation with the stakeholders, the Professional Regulatory Board of Interior Design (Board) hereby **RESOLVES** to issue these Operational Guidelines during the **Transition Period** pursuant to Commission Resolution No. 1146 (s.2019), as follows:

Section 1. During the transition period, the following shall be observed:

- Licensed Interior Designers working overseas shall not be covered by the CPD requirement.
- Newly licensed Interior Designers shall not be covered by the CPD requirement for the first renewal cycle (3 years) after obtaining their license.
- The CPD Council of Interior Design (Council) shall reduce the required CPD credit units for the renewal of Professional Identification Card (PIC) to the following:

AGE BRACKET	TOTAL CREDIT UNITS PER RENEWAL CYCLE
Below 65 years old	15
65 years old and above (with minimum of 20 years of practice)	5

The maximum CPD credit units that may be earned under Self-Directed Learning modality shall be five (5) credit units per renewal cycle.

- d) CPD providers with valid accreditation during this transition period may continue their offering of CPD programs.

Section 2. Recognition of Credit Units – All duly validated and recognized CPD credit units earned by a professional shall be accumulated in accordance with the pathways and equivalencies of the Philippine Qualifications Framework (PQF).

Excess credit units may be credited for the next renewal cycle.

CPD credit unit refers to the value of an amount of learning achieved from formal, informal or non-formal learning including professional work experience wherein credits can be accumulated to pre-determined levels for the award of a qualification.

Section 3. Presumptive Approval – The approval of application shall be made by the Council under the following conditions:

- 3.1 Applications for CPD programs of accredited CPD Providers shall be submitted not less than fifteen (15) working days before the scheduled date of program offering.

Only applications with complete documentary requirements shall be accepted.

- 3.2. All CPD programs duly submitted for accreditation shall be deemed approved after ten (10) working days from official receipt thereof, if no feedback from the CPD Council is received. However, should the Council require more information, another ten (10) working day period is given upon receipt of additional document/s.

- 3.3. All Self Directed Learning (SDL) applications shall be deemed approved after fifteen (15) working days from official receipt thereof, if no feedback from the CPD Council is received. However, should the Council require more information, another fifteen (15) working day period is given upon receipt of additional document/s.

Section 4. Expiration of the Transition Period – The transition period shall expire after the antecedents have been met as stated in Annex "A" of Resolution No. 1146 (s. 2019) upon recommendation of the CPD Council of Interior Design, through the Board, and approved by the Commission.

Section 5. Accreditation of CPD Program – Any accredited CPD Provider may apply for accreditation of its program to the CPD Council of Interior Design subject to the approval of the Council after evaluation on its relevance, value and/or applicability of the program to the interior designers as basis of the grant of CPD credit units.

Section 6. In-house Training Programs – In-house training programs and capacity-building activities of government agencies and private employers shall be accredited and considered as CPD compliance of their employed professionals.

- 6.1. Government agencies and private employers shall apply for accreditation as CPD Providers.

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6.2. Upon approval of accreditation, government agencies and private employers shall apply for accreditation of their respective in-house training programs and capacity-building activities.

6.3. For interior designers who are employed by non-accredited CPD providers, their certificates of training shall be applied for credit units under Self-Directed Learning (SDL) modality.

Section 7. Licensed Interior Designers Who Executed an Undertaking – Interior Designers who executed an undertaking before this transition period shall comply only with fifteen (15) credit units.

Section 8. Revised Matrix of CPD Activities – As applicable to the Interior Design profession, the revised matrix of CPD activities is hereto attached as Annex "A".

Section 9. Repealing Clause – All resolutions, orders, circulars, issuances and parts thereof which are inconsistent with this Resolution are hereby repealed or modified accordingly.

Section 10. Effectivity – This Resolution shall take effect after fifteen (15) days following its full and complete publication in the Official Gazette or in a major newspaper of general circulation in the country, copy furnished the U.P. Law Center.

Done in the City of Manila, this 14th day of November, 2019.


SONIA S. OLIVARES
Chairperson


MARIA CARLOTA D. HILVANO
Member

(VACANT)
Member

Attested to:


Atty. OMAIMAH E. GANDAMRA
OIC, PRB Secretariat Division

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APPROVED BY:



TEOFILO S. PILANDO, JR.
Chairman



YOLANDA D. REYES
Commissioner



JOSE Y. CUETO, JR.
Commissioner

DATE OF PUBLICATION IN THE
OFFICIAL (GAZETTE): ^{THE MANILA TIMES} NOV. 21, 2019
DATE OF EFFECTIVITY: DEC. 7, 2019

MATRIX OF CPD ACTIVITIES

PROGRAM/ ACTIVITY/ PARTICIPATION		CREDIT UNITS	SUPPORTING DOCUMENTS
1.0 FORMAL LEARNING (To be applied under Self-Directed Learning modality to earn CPD credit units)			
1.1	POST BACCALAUREATE DIPLOMA	10 CU for a minimum of 6- months- 1 year course	<ul style="list-style-type: none"> ○ Diploma/Certification from the institution ○ Transcript of Record (authenticated copy)
1.2	MASTER'S DEGREE OR EQUIVALENT	15 CU upon completion of degree	<ul style="list-style-type: none"> ○ University Certificate/Diploma ○ Transcript of Records (authenticated) copy
1.3	DOCTOR'S DEGREE OR EQUIVALENT	30 CU upon completion of degree for two compliance period	<ul style="list-style-type: none"> ○ University Certificate/Diploma ○ Transcript of Records (authenticated copy)
1.4	POST DOCTORAL ASSOCIATE	10 CU upon completion (to be evaluated by the CPDC)	<ul style="list-style-type: none"> ○ Certificate from the Institution
1.5	PROFESSORIAL CHAIR	Max. 1 CU per year or a fraction thereof	<ul style="list-style-type: none"> ○ Certificate of Grant or Appointment
1.6	SPECIALTY PROGRAM* DISTANCE LEARNING MODULE INTERNATIONAL ON-LINE COURSES	Max 10 CU per year or a fraction thereof (to be evaluated by the CPDC) Must meet 2 condition to qualify: 1. Course accredited and approved by the APO of the host country 2. CPD accreditation program and approved CPD CUs	<ul style="list-style-type: none"> ○ Copy of Online registration and confirmation ○ Proof of payment or Transaction receipt ○ Certificate of Completion of online course with corresponding CUs ○ Learning objectives or outcomes
1.7	FELLOWSHIP GRANT		
1.7.1	PARTICIPANT	1 CU (per grant)	<ul style="list-style-type: none"> ○ Certificate from the granting institution AND/OR ○ Certificate of Fellowship/ Completion
1.7.2	RESOURCE SPEAKER	2 CU (per grant)	
1.7.3	RESEARCH FELLOW	2 CU (per grant)	
1.7.4	TEACHING FELLOW	4 CU upon completion (to be evaluated by the CPDC)	

ANNEX A

2.0 NON-FORMAL LEARNING Seminar/Workshop/Training/Capacity Building Activity				
2.1	PARTICIPANTS	Approved CUs for the program		<ul style="list-style-type: none">○ Certificate of Attendance (with number of hours with corresponding accreditation number)○ Seminar program○ Program description○ Learning objectives
2.2	RESOURCE SPEAKER	2 CU (per hour)		<ul style="list-style-type: none">○ Photo of Certificate of Appreciation○ Copy of Papers○ Program invitation○ Event Photo of Speaker
2.3	PANELIST/REACTOR	1 CU (per hour)		<ul style="list-style-type: none">○ Certification from sponsoring organization○ Copy of Program○ Event Photo of the Panelist
2.4	FACILITATOR/MODERATOR	1 CU (per hour)		<ul style="list-style-type: none">○ Certificate from sponsoring organization○ Copy of Program○ Event Photo of Facilitator
2.5	MONITOR	1 CU (per hour)		<ul style="list-style-type: none">○ Monitoring Report○ Certificate of Appearance signed by CPD Provider○ Authority to Monitor from CPDC○ Event Photos
2.6	IN-SERVICE TRAINING	(to be evaluated by the CPDC)		<ul style="list-style-type: none">○ Certificate of Training○ Training Description
2.7	CONVENTIONS	LOCAL 2.5 maximum	INTER-NATIONAL 5 maximum	<ul style="list-style-type: none">○ Certificate of Attendance with number of hours from sponsoring organization○ Seminar program○ Program description○ Learning objectives○ Travel documents & tickets
Except for 2.5, the above stated activities that did not undergo CPD accreditation prior to offering, in order to earn CPD credit units shall be applied for post accreditation under Self-Directed Learning.				
3.0 SELF-DIRECTED (to earn CPD credit units shall be applied under Self-Directed Learning modality)				
3.1	TECHINICAL PAPER/RESEARCH PAPER	3 CU Technical paper (for published paper, see 3.8)		<ul style="list-style-type: none">○ Copy of Module and Evaluation
3.2	ARTICLE PUBLISHED IN A REFEREED/PEER REVIEWED PROFESSIONAL JOURNAL (PJ) or SCHOLARLY JOURNAL (SJ)			

3.2.1	AUTHOR/S	<div> LOCAL 10 maximum </div> <div> INTER-NATIONAL 15 maximum </div> <div> For multiple authors, divided CU equally among them </div>	<div> Copy of Published Article and Table of Contents </div>
3.2.2	PEER REVIEWER	Maximum 2 Cu per article	<div> Copy of reviewed article </div> <div> Peer review report </div>
3.3	PAMPHLET/BOOK MONOGRAPH		
3.3.1	AUTHOR/S	<div> LOCAL Max 20 CU for single Author for a Pamphlet (less than 100 pages) </div> <div> INTER-NATIONAL Max 40 CU for single Author for a Pamphlet (more than 100 pages) </div> <div> For multiple authors divide CU equally among them </div>	<div> Copy of Published Book </div>
3.3.2	EDITOR	<div> LOCAL Max 10 CU (less than 100 pages) </div> <div> INTER-NATIONAL Max 15 CU (100 pages or more) </div>	<div> Copy of Published Book </div>
3.3.3	ILLUSTRATOR	<div> LOCAL Max 10 CU (less than 100 pages) </div> <div> INTER-NATIONAL Max 15 CU (100 pages or more) </div>	<div> Copy of Published Book </div>
3.4	ARTICLE IN MAGAZINE/ NEWSPAPER (International or Local) ARTICLE or COLUMN or OTHER MASS COMMUNICATION MEDIA	<div> Max of 2 CU per article (For multiple authors, divided CU equally among them) </div>	<div> Proof of Publication of Article </div> <div> Copy of Publication or video or other mass communication media </div>
3.4.1	Interior design work featured in major I.D or Architectural magazine	<div> LOCAL 0.5 CU per article (Max 10 CU per cycle) </div> <div> INTER-NATIONAL 2 CU per article (Max 10 CU per cycle) </div>	<div> Proof of Participation or Feature </div> <div> Table of Contents </div>
3.4.2	Featured designer in magazine, radio, television, digital media and publication	0.5 CU per article or feature (Max 10 CU per cycle)	
3.5	INVENTION, PATENTS, COPYRIGHTS	Full CU for compliance period	<div> Certified Copy of Patent Certificate </div>
3.5.1	COPYRIGHT OF FURNITURE, OBJECTS D' ART AND INTERIOR	5 CU per approved design	

	DESIGN			
3.6	TOURS, TRAVELS, VISITS, FAIRS AND EXHIBITS			
3.6.1	MUSEUM VISIT	LOCAL Max 1 CU per cycle	INTER- NATIONAL Max 2 CU per cycle	<ul style="list-style-type: none">○ Travel documents, boarding pass, or Proof of Travel as necessary)○ Proof of Visitor or Attendance (Entrance Tickets)○ No repeat visit per cycle○ Photos or video per day○ Certificate from sponsoring Institution or CPD Provider○ Program Details and Itinerary○ CV of Tour Resource People○ Evaluation Report on Learning Objectives & Schedule of Activities
3.6.2	NATIONAL HERITAGE SITE	1 CU (per visit)		
3.6.3	UNESCO HERITAGE SITE	1 CU (per visit)		
3.6.4	CONSTRUCTION, FURNITURE, TRADE FAIRS AND EXHIBITS	1 CU (per visit) (Max 3 CU per cycle)		
3.6.5	FACTORY FIELD TRIP (related to Interior Design)	1 CU (per trip/day) (accredited by CPDC and Max 6 CU per cycle)		
3.6.6	STUDY TOURS AND VISITS	2 CU (per day) (Max 20 CU/ Tour per cycle)		
3.6.7	FOREIGN TRAVEL	1 CU per Round trip regardless of no. of days and no. of countries visited (Max 3 CU per year)		
3.7	CONSULTANCY (e.g, Technical Meetings/ Accreditation and other activities as per request of an institution, etc.)	1 CU (per hour)		<ul style="list-style-type: none">○ Certificate of Appearance and Invitation
3.8	SOCIO-CIVIC ACTIVITIES USING PROFESSION (e.g, outreach programs, etc.)	5 CU per completed activity (to be evaluated and determined by CPDC) For multiple members in a group, divide CUs equally among them		<ul style="list-style-type: none">○ Project Proposal○ Report of Proof of participation by sponsoring institution or organization○ Photos
3.9	RECOGNITION/ ACHIEVEMENT/ PROFESSIONAL AWARDS (e.g. Fellow, Hall of	Maximum 15 CU for compliance period		<ul style="list-style-type: none">○ Copy of Certificate from the awarding Body (duly notarized)

	Fame award, Outstanding Professional, Lifetime Achievement awardee, etc) (to be determined and evaluated by the CPDC)		
3.9.1	Accredited professional Design Competition as Participants	2 CU for finalist	<ul style="list-style-type: none">○ Certificate from sponsoring organization○ Photo of award, plaque or trophy
		5 CU for winner (Max 15 cu per cycle)	
3.9.2	Judge/Jury in Professional Design Competition	LOCAL 2 CU	<ul style="list-style-type: none">○ Certificate from sponsoring organization○ Event photo
		INTER-NATIONAL 3 CU	
		Max. 5 CU per exhibition per cycle	
3.9.3	Participants in a Design exhibition	For multiple exhibition, divide CUs equally among them	
4.0 SUCH OTHER ACTIVITIES TO BE RECOMMENDED BY THE CPD COUNCIL AND APPROVED BY THE BOARD AND THE COMMISSION			

NOTE:

Maximum Creditable Units for Self-Directed and/or Lifelong Learning. The maximum creditable units for self-directed and/or learning on one (1) compliance period of three (3) years is **Five (5) CUs** except for the items specified in the matrix of CPD Activities.