**RESOLUTION NO. 2252**
Series of 2026

**SCHEDULING THE PROFESSIONAL MECHANICAL ENGINEERS TECHNICAL EVALUATION IN DUBAI, UNITED ARAB EMIRATES ON 13 TO 22 NOVEMBER 2026**

**WHEREAS**, Section 7 (d) of Republic Act (R.A.) No. 8981 or the "PRC Modernization Act of 2000" empowers the Professional Regulation Commission (PRC/Commission) to administer and conduct the licensure examinations of the various regulatory boards in accordance with the rules and regulations it may promulgate, and to determine and fix the places and dates of examinations;

**WHEREAS**, Executive Order No. 835 dated October 6, 2009 was issued directing the Commission and other government agencies, through the Department of Labor and Employment, to conduct yearly Special Professional Board Licensure Examinations (SPLE), when so warranted, in the Kingdom of Saudi Arabia, Qatar, the United Arab Emirates and other middle east countries;

**WHEREAS**, the Commission received a request from the Philippine Society of Mechanical Engineers, Inc. - United Arab Emirates Chapter (PSME-UAE), through the Migrant Workers Office – United Arab Emirates (MWO-UAE), to conduct the Professional Mechanical Engineers (PME) Technical Evaluation therein;

**WHEREAS**, MWO-UAE endorsed and supports the aforementioned request and offered its available office space as the examination venue;

**WHEREAS,** there are approximately two hundred (200) examinees who manifested their intention to take the PME Technical Evaluation in Dubai;

**WHEREAS,** the Professional Regulatory Board (PRB) of Mechanical Engineering and Licensure Office recommend the conduct of the PME Technical Evaluation in Dubai;

**WHEREAS,** R.A. No. 8495, or the *"Philippine Mechanical Engineering Act of 1998"* and the Board of Mechanical Engineering Resolution No. 16 (s. 1998) or the *"Rules and Regulations Implementing the Philippine Mechanical Engineering Act of 1998"* enumerate the qualifications of applicants for PME and further provides that the granting of PME Certificate of Registration shall be testimonial in nature which shall include the submission of an enumeration of the applicant's experience including the presentation of an engineering report/technical paper pertinent to his/her line of experience attested to by two (2) or more PMEs in an affidavit for this purpose;

**WHEREAS**, in order to ensure the smooth, orderly, and efficient processing of applications for the PME Technical Evaluation, there is a need to prescribe the period for the online filing of applications and to establish the corresponding guidelines governing its conduct for the information and guidance of all prospective applicants, concerned offices and/or divisions of the Commission and other stakeholders;

**NOW THEREFORE,** the Commission **RESOLVES**, as it hereby **RESOLVED**, to schedule the PME Technical Evaluation, as follows:

| DATES OF EXAMINATION | LERIS APPLICATION PERIOD |
|---|---|
| 13 to 22 November 2026 | 01 to 31 October 2026 |

**RESOLVED FINALLY**, that all applicants shall comply with the following guidelines:

1. **Application Through the Licensure Examination and Registration Information System (LERIS)**

   **ALL** applicants for the PME Technical Evaluation, whether First-Level or Second-Level, shall register or and file their application through the LERIS during the application period.

   a. **First-Level Applicants Without Existing Application**

      First-Level applicants who have not previously filed an application or made any payment shall apply through LERIS and pay the prescribed application fee in the amount of ₱2,200.00.

   b. **Applicants with Existing SPLE Application**

      Applicants with existing LERIS applications and payments for the May 2026 SPLE shall submit, during the application period, a formal letter-request for inclusion in the list of applicants for the PME Technical Evaluation.

   c. **Second-Level Applicants who paid ₱2,2000.00 during their First-Level Technical Evaluation**

      Second-Level applicants who previously paid the amount of ₱2,200.00 during their First-Level Technical Evaluation shall register through LERIS and generate a reference number. However, they shall no longer proceed with payment. A copy of the generated reference number and official receipt shall be submitted to the Licensure Division (licensure.division@prc.gov.ph) for further processing.

   d. **Applicants with Previous Payment of ₱900.00**

      For First-Level and Second Level applicants have previously paid the application fee of ₱900.00 and who intend to take the PME Technical Evaluation in Dubai shall:

      i. Applicants shall pay the deficiency ₱1,300.00 at the Cashier of the Regional Office where they originally filed their application for examination, either personally or through an authorized representative. They shall likewise present to the Cashier a copy of this Resolution together with the previous receipt reflecting the initial payment of ₱900.00;

## 2. Submission of Application Documents

All applicants shall submit their required documents[1] within the prescribed application period.

### a. First-Level Technical Evaluation

One **(1) hard copy** of the following application documents shall be submitted to the Licensure Division:

i. Duly Accomplished Application Form;
ii. Photocopy of Official Transcript of Records;
iii. Photocopy of Valid Passport, in lieu of birth certificate issued by the Philippine Statistics Authority (PSA) and Valid Clearance issued by the National Bureau of Investigation;
iv. Photocopy of Marriage Certificate issued by the PSA (for married female applicants);
v. Photocopy of valid PRC Professional Identification Card (PIC) as Registered Mechanical Engineer;
vi. Official Receipt;
vii. Original copy of Certificate of Competence under oath by a Professional Mechanical Engineer;
viii. Original copy of Affidavit of Applicant;
ix. Original copy of Certificate of Experience under oath executed by superior;
x. Original copy of Detailed Description of Machineries and Equipment;
xi. Original copy of List of designs (if any) undertaken with the supervision of a PME;
xii. Curriculum Vitae; and
xiii. At least two (2) titles of proposed reports, each with a short write-up and table of contents. Reports must be pertinent, allied or relevant to the experience of the applicant.

### b. Second-Level Technical Evaluation

The following application documents shall be submitted through this link https://forms.gle/M6TvcG6RWx1LQ1C17:

i. Duly Accomplished Application Form;
ii. Photocopy of Photocopy of Valid Passport;
iii. Proposed title approved by the PRB of Mechanical Engineering;
iv. Official Receipt; and
v. Proof of submission of the Technical Evaluation Report (TER).

## 3. Submission of the TER

a. Applicant must prepare five (5) copies of the TER in legal size bond paper, typed double space, bookbound with hard cover and colour maybe blue, maroon, black, green, or red.

b. The applicant shall likewise submit a soft copy and must be saved in three (3) USB flash drives.

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[1] As enumerated in Board of Mechanical Engineering Resolution No. 16 (s. 1998)

Applicants shall submit the four (4) sets of hard copy and the corresponding soft copy saved in three (3) USB flash drives of their TER to the Licensure Division.

c. The TER must conform with the following outline:

   i. Title Page
   ii. Table of Contents
   iii. Chapter I
      - Introduction
      - Brief History of plant, firm, or establishment
      - Subject of the Report
      - Capitalization
      - Ownership
      - Organizational Set-up with Technical Organization
      - Location (with maps)
   iv. Chapter II: Report Proper
   v. Chapter III: Engineering economics, analysis, observation, comments and recommendations
   vi. Bibliography

d. The TER must be accompanied by the following:
   i. Letter of Transmittal addressed to the Board
   ii. Affidavit of Applicant
   iii. Affidavit of Competency
   iv. Curriculum Vitae of Applicant
   v. Certificate of Experience

**4. Official List of Examinees**

Only applicants who have applied through the LERIS and have complied with all the prescribed documents shall be included in the official list of examinees.

The official list of examinees shall be posted on the Commission's Website not later than 10 November 2026.

The Notice of Admission shall be sent to qualified applicants on or before 13 November 2026 at the examination venue.

**5. Things to Bring on the Day of Examination**

a. All examinees
   i. Notice of Admission
   ii. Rating sheet with duly filled-out Personal Information
   iii. Ball pen (black or blue)

b. Examinees for the First-Level Technical Evaluation
   i. Two (2) copies of the documents enumerated in Item 2.a of this Resolution
   ii. One (1) Passport Size ID picture with white background

c. Examinees for the Second-Level Technical Evaluation
   i. Laptop
   ii. One (1) hard copy of TER
   iii. Presentation file for the TER

b. Examinees for the First-Level Technical Evaluation
    i. Two (2) copies of the documents enumerated in Item 2.a of this Resolution
    ii. One (1) Passport Size ID picture with white background

c. Examinees for the Second-Level Technical Evaluation
    i. Laptop
    ii. One (1) hard copy of TER
    iii. Presentation file for the TER

**6. Dress Code**

a. All examinees are expected to appear in formal or corporate attire during the technical evaluation.

b. The following examinees may be allowed to wear semi-formal or smart casual attire, as the case may be:
    i. Pregnant examinees; or
    ii. Examinees who are persons with disabilities or currently injured.

**7. Non-Appearance During the Examination Schedule**

a. Examinees who fail to appear on the **day of their scheduled examination date** may be accommodated, subject to the approval of the PRB of Mechanical Engineering, provided that a letter-request is submitted through the Licensure Office on or before 12 November 2026.

b. Examinees who fail to appear **during the examination schedule (13-22 November 2026)** shall mean forfeiture of their application. Should they wish to be scheduled again, they shall submit a new application and pay the corresponding fees.

Let a copy of this Resolution be posted on the PRC Official Website and Social Media Pages.

Done in the City of Manila this 30th day of September, 2026.

**CHARITO A. ZAMORA**
Chairperson

**ERWIN M. ENAD**
Commissioner

**CONRADO T. CNGLAO**
Commissioner