



Republic of the Philippines
Professional Regulation Commission
Manila



CONTINUING PROFESSIONAL DEVELOPMENT (CPD)
COUNCIL OF AERONAUTICAL ENGINEERING
Resolution No. 01
Series of 2020

GUIDELINES ON THE EVALUATION AND GRANTING OF CPD CREDIT UNITS TO REGISTERED AERONAUTICAL ENGINEERS WHO PROVIDED ESSENTIAL SERVICES DURING THE STATE OF PUBLIC HEALTH EMERGENCY DUE TO CORONA VIRUS DISEASE 2019 PURSUANT TO COMMISSION RESOLUTION NO. 1239 (s. 2020)

WHEREAS, the Commission issued Resolution No. 1239 (s. 2020) entitled "Granting Continuing Professional Development (CPD) Credit Units to All Professionals Providing Essential Services During the State of Public Health Emergency due to Corona Virus Disease 2019 (COVID-2019)", provides for the guidelines on how professionals can earn CPD credit units; and

WHEREAS, the said guidelines mandated all CPD Councils to issue their respective rules on the evaluation of the applications based on the following, but not limited to, duration or period of engagement or services rendered and the nature of the assignment or task.

NOW THEREFORE, the CPD Council of Aeronautical Engineering **RESOLVES** to issue these guidelines on the evaluation and granting of CPD credit units to professionals pursuant to Commission Resolution No. 1239 (s. 2020), as follows:

Section 1. Matrix of Activities Conducted by professionals. The following is the matrix of activities conducted by all professionals who provided essential services during the State of Public Health Emergency brought about by the COVID-19 crisis:

For the Local and Overseas Filipino Aeronautical Engineers:

ACTIVITY	ASSIGNMENT/ TASK	DURATION AND FREQUENCY	CPD CREDIT UNITS EARNED SUPPORTING DOCUMENTS
Flies and navigates aircraft (airplanes, helicopters) transporting people and cargo, especially medical personnel and supplies	Aircraft Pilot or flight crew	Has accumulated at least 10 hours flying time	45 Certification (Template found in Annex "A" of Resolution No. 1239 s. 2020)
Releases the aircraft for flight, whether scheduled or chartered, during the quarantine period	Aircraft Release Engineer	Has undergone at least 1 week of accumulated duty time, equivalent to 5 days/40 hours	45 Certification (Template found in Annex "A" of Resolution No. 1239 s. 2020)
Maintains, repairs, inspects, services, or troubleshoots aircraft for flight or operation during the quarantine period	Aircraft Maintenance Engineer/ Mechanic/ Technician	Has accumulated at least 2 weeks of duty time or equivalent to 10 days/80 hours	45 Certification (Template found in Annex "A" of Resolution No. 1239 s. 2020)

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Assists in planning flight paths, taking into account aircraft performance and loading, weather forecasts, airspace restrictions, and airport conditions throughout the quarantine period	Aircraft Flight Dispatcher/ Operations Officer	Has accumulated at least 2 weeks of duty time or equivalent to 10 days/80 hours	45 Certification (Template found in Annex "A" of Resolution No. 1239 s. 2020)
Goes to work during the quarantine period to monitor the position, speed, and altitude of aircraft in their assigned airspace visually and by radar, and gives directions to the pilots by radio	Air Traffic Controller	Has accumulated at least 2 weeks of duty time or equivalent to 10 days/80 hours	45 Certification (Template found in Annex "A" of Resolution No. 1239 s. 2020)
Renders technical support to security forces like designing and supervising the installation of disinfection booths, evaluation of isolation rooms in hospitals, etc.	Research & Development Engineer <i>(Aeronautical Engineer employed in the Armed Forces)</i>	Has accumulated at least 2 weeks of duty time or equivalent to 10 days/80 hours	25 Certification (Template found in Annex "A" of Resolution No. 1239 s. 2020)
Provides Personal Protective Equipment (PPE), food, and other supplies to medical frontliners and responders	Volunteer aeronautical engineer	Has accumulated at least 2 weeks of duty time or equivalent to 10 days/80 hours	25 Certification (Template found in Annex "A" of Resolution No. 1239 s. 2020)
Other activities as may be approved by the CPD Council		Within the duration of ECQ/MECQ/GCQ	To be determined CPD Council upon submission of Certification or Declaration (Template found in Annex "A" or "B" of Resolution No. 1239 s. 2020)
Contact Tracing	Tracing individuals who have been exposed to suspect, probable and confirmed cases of COVID-19 and reporting to DOH	One month or more 1-2 weeks 3 weeks	45 15 30 Certification (Template found in Annex "A" of Resolution No. 1239 s. 2020).

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Taking care of a COVID-19 patient	Professionals who took care of their immediate family who contracted COVID-19	One month or more 1-2 weeks 3 weeks	45 15 30 Declaration (Template found in Annex "B" of Resolution No. 1239 s. 2020) Medical abstract /certificate of the patient
Answering queries about CoVid19	Compiling reference materials about CoVid-19 from authoritative sources, i.e. medical and health databases)	One month or more 1-2 weeks 3 weeks	15 5 10 Certification or Declaration (Template found in Annex "A" or "B" of Resolution No. 1239 s. 2020).
Public health education	Designing infographics and publication materials about the nature and effects of CoVid-19.	Within the duration of ECQ/MECQ/GCQ	3 per infographic/publication material Certification or Declaration (Template found in Annex "A" or "B" of Resolution No. 1239 s. 2020) and copy of the Infographic
	Conduct of storytelling sessions online or on TV or radio with CoVid-19 as the main theme of the story.	Within the duration of ECQ/MECQ/GCQ	4 per storytelling session Certification or Declaration (Template found in Annex "A" or "B" of Resolution No. 1239 s. 2020) and photographs of the session.
Other form of education	Giving online lectures and presentations (live webinars or recorded presentations) on topics related to the impact of COVID-19.	Within the duration of ECQ/MECQ/GCQ /	4 per presentation Certification or Declaration (Template found in Annex "A" or "B" of Resolution No. 1239 s. 2020) and Photographs of the webinars
Distribution of social amelioration assistance	Distribution of social amelioration in coordination with the LGU).	Within the duration of ECQ/MECQ/GCQ	1 per day of volunteer work Certification (Template found in Annex "A" of Resolution No. 1239 s.

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			2020) and photographs.
Social responsibility activities	In coordination with the LGU and/or private associations/ organizations such as: Assembling PPE (Face shields, etc); packing and/or distributing medical supplies and food packs in response to institutional call for volunteers.	Within the duration of ECQ/MECQ/GCQ	1 per day of volunteer work Certification (Template found in Annex "A" of Resolution No. 1239 s. 2020) and photographs
	In his/her personal capacity such as: Making masks, packing and distributing relief goods and food packs and/or medical supplies, masks and other personal protective equipment (PPE) to hospitals/ medical facilities as a personal commitment to frontliners.	Within the duration of ECQ/MECQ/GCQ	1 per day of volunteer work Declaration (Template found in Annex "B" of Resolution No. 1239 s. 2020) and Photographs.
Donations for food and equipment for frontliners and poverty-stricken	Seeking philanthropic donations to provide assistance to frontliners and families in distress due to the impact of COVID19 on their personal and socio economic life	Within the duration of ECQ/MECQ/GCQ	3 C.U. / engagement Declaration (Template found in Annex "B" of Resolution No. 1239 s. 2020) and Photographs.
Research and development (R&D)		Within the duration of ECQ/MECQ/GCQ	Maximum of 45 CUs Certification or Declaration (Template found in Annex "A" or "B" of Resolution No. 1239 s. 2020)
Participation in the design, construction, funding, and / or maintenance of Covid-19 health-related facilities or structures (private / government), which includes but are not limited to quarantine / isolation / treatment areas		Within the duration of ECQ/MECQ/GCQ	4 weeks (Intermittent), Maximum of 45 CUs Certification or Declaration (Template found in Annex "A" or "B" of Resolution No. 1239 s. 2020)
Actual performance of work as required by company to maintain services even during		Within the duration of ECQ/MECQ	1 per day of actual physical reporting to work to a maximum of 45 CUs

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ECQ Status as Skeletal Force			Certification (Template found in Annex "A" of Resolution No. 1239, s. 2020)
Note: If the professional has not accumulated the minimum number of weeks/days/hours required as stated above, the CPD Council may determine the number of CUs to be granted (not to exceed the maximum number as indicated) based on the declaration and other documents submitted by the professional.			

Section 2. Effectivity. - This resolution shall take effect immediately.

Done, this **10th** day of **December**, 2020 in Pasay City, Philippines.

CONTINUING DEVELOPMENT COUNCIL OF AERONAUTICAL ENGINEERING


ERNESTO B. FERRERAS, JR.
Chairman


ROBIN U. RABIN
Member


JABEL JAY N. ABELLA
Member

Approved by:

PROFESSIONAL REGULATORY BOARD OF AERONAUTICAL ENGINEERING


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