



**CONTINUING PROFESSIONAL DEVELOPMENT (CPD) COUNCIL  
FOR PROFESSIONAL TEACHERS**

**Resolution No. 01**  
Series of 2020

**GUIDELINES ON THE EVALUATION AND GRANTING OF CPD CREDIT UNITS TO  
ACTIVITIES UNDER INFORMAL LEARNING AND PROFESSIONAL WORK  
EXPERIENCE INCLUDING ACTIVITIES UNDERTAKEN DURING THE STATE OF  
PUBLIC HEALTH EMERGENCY DUE TO COVID-19 CRISIS THAT MAY EARN CPD  
CREDIT UNITS**

**WHEREAS**, the Commission issued Resolution No. 1208 (s. 2019) or the Guidelines on the Accreditation of Informal and Professional Work Experience and, Section 5 thereof states that the Continuing Professional Development (CPD) Councils shall determine the appropriate number of CPD credit units;

**WHEREAS**, the commission issued Resolution No. 1240, s. 2020 reiterating ways of learning that can earn Continuing Professional Development (CPD) credit units particularly during the state of public health emergency due to the COVID – 19 crisis;

**WHEREAS**, there is need to issue guidelines in order to guide the Professionals on the evaluation and granting of CPD credit units to activities under Informal Learning and Professional Work Experience including activities undertaken during the state of Public Health Emergency due to the COVID–19 Crisis that may earn CPD credit units.

**NOW THEREFORE**, the CPD Council for Professional Teachers **RESOLVES** to issue these guidelines on the evaluation and granting of CPD credit units to activities under Informal Learning and Professional Work Experience including activities undertaken during the state of Public Health Emergency due to the COVID – 19 crisis that may earn CPD credit units, as follows:

**Section 1. Informal Learning** refers to learning that occurs in daily life and which can contribute to a qualification. The parameters for the evaluation and granting of credit units for informal learning are as follows:

For Local and Overseas Filipino Professional Teachers:

<b>ACTIVITY</b>	<b>DURATION</b>	<b>LEARNING OUTCOMES</b> By the end of the activity, the professional teacher can:	<b>APPLICABILITY</b> The professional Teacher should have:	<b>CPD CREDIT UNITS EARNED</b>
1. Reading books, journal articles, technical manuals or online materials on current pedagogical issues	Variable	1. summarize and conceptualize the salient features of flexible techniques in instruction	1. completed the plan and design for a course unit on flexible instructional methods.	Maximum of 30% of the required CPD for the renewal cycle.
2. Tele-consultation with experts	Variable	2. discuss with experts some useful tips in preparing instructional modules	2. communicated with peers experts tips in enhancing instruction in the “new normal”.	

3. Interactive discussions with peers on entrepreneurship	Variable	3. appreciate the experiences of peers who are teacherpreneurs	3. drafted survey questionnaire to determine teacherpreneurship possibilities in particular community.	
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**Section 2. Professional Work Experience** refers to any participation that the professional gains while working in a specific field and workplace.

The parameters for the evaluation and granting of credit units for Professional Work Experience are as follows:

PROFESSIONAL WORK ACTIVITIES	ENABLING COMPETENCY (must be based on prior learning and needed competency on the job)	LEARNING OUTCOMES	SUPPORTING DOCUMENTS	CREDIT UNITS
<p><b>1. LITERACY SERVICE</b></p> <p>1.1. tele-survey of the existing dialects/Languages in the community</p> <p>1.2. Translation of public advisories to the local dialects /languages</p> <p><b>2. DISSEMINATION SERVICE</b></p> <p>2.1. Tele-inquiry from relevant government agency on how to start some productive activities</p> <p>2.2. Design infographics on home productive activity</p> <p><b>3. COACHING SERVICE</b></p> <p>3.1. Needs assessment survey for tele-tutoring</p> <p>3.2. Design info-flyer offering free tele-tutoring</p> <p><b>4. INFORMATION SERVICE</b></p> <p>4.1. Tele-inquiry on the process of "Katarungang</p>	<ul style="list-style-type: none"> <li>• awareness and understanding of the important sectors in the community</li> <li>• Utilization of professional skills to assist in sectoral community activities</li> </ul>	<ul style="list-style-type: none"> <li>• Promoted the visibility of the teaching professionals in the community</li> <li>• Assessed the service needs of the community</li> <li>• Utilized technology in relating with the service community</li> </ul>	<ul style="list-style-type: none"> <li>• Brief description of the workplace setting</li> <li>• Photo documentation with brief write-up of 150–200 words</li> <li>• Certification of performance from direct beneficiary.</li> </ul>	Maximum of 30% of the required CPD for the renewal cycle.

<p><i>Pambarangay</i> /legal assistance in the community.</p> <p>4.2. Design info-flyer on the process of "<i>Katarungang Pambarangay</i>" /legal assistance in the community.</p>				
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\* **Awarding of CPD Credit units.** The respective CPD Councils shall:

1) Determine if the Informal Learning and Professional Work Experience applied for merits approval and 2) grant the appropriate number of CPD credit units. For purposes of earning CPD credit units, only Professional Work Experience for the last three (3) years from the date of application shall be accepted.

**Section 3. Certificate of Credit units earned** — Certificate of Credit units earned shall be issued upon approval of the CPD Council.

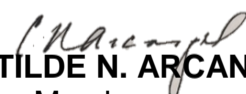
**Section 4. Repealing Clause** - Any resolution, memorandum order or circular and any issuances inconsistent with these guidelines are hereby repealed or modified accordingly.

**Section 5. Effectivity** — This Resolution shall take effect immediately, copy furnished the U.P Law Center.

Done, this **9<sup>th</sup>** day of **December, 2020**, 2020 in Pasay City, Philippines.

**CONTINUING DEVELOPMENT COUNCIL FOR PROFESSIONAL TEACHERS**

  
**ROSITA L. NAVARRO**  
 Chairperson

  
**CLOTILDE N. ARCANGEL**  
 Member

  
**EDUARDO O. DELA CRUZ**  
 Member

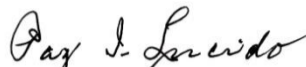
Approved by:

**PROFESSIONAL REGULATORY BOARD FOR PROFESSIONAL TEACHERS**



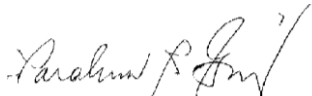
**ROSITA L. NAVARRO**

Chairperson



**PAZ I. LUCIDO**

Vice-Chairperson



**PARALUMAN R. GIRON**

Member



**NORA M. UY**

Member