



Republic of the Philippines  
Professional Regulation Commission  
Manila



EP FIRMS

PROFESSIONAL REGULATORY BOARD OF ENVIRONMENTAL PLANNING  
RESOLUTION NO. 5  
Series of 2018

**RULES AND REGULATIONS IMPLEMENTING SECTION 25 OF  
REPUBLIC ACT NO. 10587 (ENVIRONMENTAL PLANNING ACT OF 2013)  
ON THE REGISTRATION OF CONSULTING FIRMS/PARTNERSHIPS,  
CORPORATIONS, ASSOCIATIONS AND FOUNDATIONS  
ENGAGED IN ENVIRONMENTAL PLANNING PRACTICE WITH THE  
PROFESSIONAL REGULATORY BOARD OF ENVIRONMENTAL PLANNING  
AND THE PROFESSIONAL REGULATION COMMISSION**

**WHEREAS**, Republic Act (RA) No. 10587, also known as the Environmental Planning Act of 2013, is the law which regulates the practice of environmental planning by natural and juridical persons in the Philippines;

**WHEREAS**, Section 25 of RA No. 10587 requires all consulting firms/partnerships, corporations, associations and foundations engaged in environmental planning practice to register with the Professional Regulatory Board of Environmental Planning (Board) and the Professional Regulation Commission (Commission), subject to certain prescribed conditions;

**WHEREAS**, Section 36 thereof declares as unlawful the act of engaging in the practice of environmental planning in the Philippines without having been registered or licensed or having conformed with the provisions of RA No. 10587. The same Section further provides that in case the offender is a corporation, partnership, association, foundation or juridical person, the penalty of imprisonment shall be imposed upon the registered and licensed environmental planner-in-charge jointly and solidarily with the registered professional as well as the controlling officials thereof responsible for permitting or causing the violation;

**WHEREAS**, the registration of consulting firms/partnerships, corporations, associations and foundations engaged in environmental planning practice will enable the Board to effectively formulate and implement policies, rules and regulations for the maintenance and enhancement of high professional, ethical and technical standards in the practice;

**WHEREAS**, as part of their regulatory mandate, the Board shall ensure that only competent and qualified persons provide professional services in environmental planning;

**WHEREAS**, this registration requirement will help the Board and the Commission to identify and impose corresponding sanctions and penalties on environmental planning firms/partnerships, corporations, associations or foundations which violate the rules and regulations of the Board or fail to adhere to the professional, ethical and technical standards in the practice of environmental planning.

**NOW THEREFORE**, the Board **RESOLVES**, as it is hereby **RESOLVED**, to prescribe, issue and promulgate the Rules and Regulations Implementing Section 25 of R. A. No. 10587 (Environmental Planning Act of 2013) on the Registration of Consulting Firms/Partnerships, Corporations, Associations and Foundations engaged in Environmental Planning Practice with the Board and the Commission, as follows:

-2 of 6-  
 RULES AND REGULATIONS IMPLEMENTING SECTION 25 OF  
 REPUBLIC ACT NO. 10587 GOVERNING THE REGISTRATION OF  
 CONSULTING FIRMS, PARTNERSHIPS AND CORPORATIONS, ASSOCIATIONS  
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## RULE I DEFINITION OF TERMS

**Section 1. Definition of Terms.** - As used in this Rules, the following terminologies shall be construed to mean as:

- a) **Practice of the Environmental Planning** refers to any of the following activities as cited in Section 5 of RA No. 10587:
  - 1) Providing professional services in the form of technical consultation, rendering of technical advice, plan preparation, capacity building and monitoring and evaluation of implementation involving the following:
    - 1.1 National, regional or local development and/or physical framework and comprehensive land-use plans;
    - 1.2 Zoning and related ordinances, codes and other legal issuances for the development and management, preservation, conservation, rehabilitation, regulation and control of the environment, including all land, water, air and natural resources;
    - 1.3 Planning and development of a barangay, municipality, city, province, region or any portion or combination thereof; and
    - 1.4 Development of a site for a particular need or special purpose, such as economic or ecological zones; tourism development zones; and housing and other estate development projects, including the creation of any other spatial arrangement of buildings, utilities, transport and communications;
  - 2) In relation to any of the activities enumerated in paragraph (a) above, preparing the following studies:
    - 2.1 Pre-feasibility, feasibility and other related concerns;
    - 2.2 Environmental assessments; and
    - 2.3 Institutional, administrative or legal systems.
  - 3) Curriculum and syllabi development of the subjects in licensure examinations for environmental planners and teaching in academic institutions and conducting review courses in environmental planning;
  - 4) Serving as expert witness, resource person, lecturer, juror or arbitrator in hearings, competitions, exhibitions and other public fora; conduct of hearings, competitions, exhibits and other public fora;
  - 5) Ensuring compliance with environmental laws, including the acquisition of regulatory permits; and
  - 6) Performing other acts or conducting other activities that may be determined by the Board, subject to approval by the Commission, in light of the trend of the practice of the profession.

-3 of 6-

RULES AND REGULATIONS IMPLEMENTING SECTION 25 OF  
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- b) **Board** refers to the Professional Regulatory Board of Environmental Planning;
- c) **Commission** refers to the Professional Regulation Commission;
- d) **Environmental Planner** refers to a natural person who is registered and licensed to practice environmental planning and who holds a valid Certificate of Registration (COR) and a valid Professional Identification Card (PIC) issued by the Board and the Commission;
- e) **Environmental Planning** also known as urban and regional planning, city planning, town and country planning, and/or human settlements planning, refers to the multi-disciplinary art and science of analyzing, specifying, clarifying, harmonizing, managing and regulating the use and development of land and water resources, in relation to their environs, for the development of sustainable communities and ecosystems; and
- f) **Certificate of Registration for Consulting Firm/Partnership, Corporation, Association or Foundation in the Practice of Environmental Planning (Certificate)** refers to the document issued by the Commission, upon the recommendation of the Board, as evidence that a consulting firm/partnership, corporation, association or foundation is duly registered with the Board and the Commission for the purpose of practicing the environmental planning profession in the Philippines.

## RULE II. COVERAGE

**Section 2. Coverage.** - This Rules shall cover all consulting firms/partnerships<sup>1</sup>, corporations<sup>2</sup>, associations<sup>3</sup> and foundations<sup>4</sup> organized for the practice of environmental planning in the Philippines.

## RULE III REQUIREMENTS AND PROCEDURE FOR REGISTRATION

**Section 3. Qualifications for Registration.** - A consulting firm/partnership, corporation, association or foundation applying for a Certificate of Registration (Certificate) under this Rules must possess the following qualifications:

- a) For Firms/Partnerships - majority of the partners must be registered and licensed environmental planners.

For Stock Corporations and Non-Stock Non-Profit Corporations, Associations and Foundations - majority of the members of the Board of Directors or Trustees must be registered and licensed environmental planners.

<sup>1</sup> refers to a business organization where two (2) or more persons contribute or pool their money, property or industry to a common fund to engage in a common business, and which manner of organization, operation, management and dissolution shall be governed by the provisions of the Civil Code of the Philippines

<sup>2</sup> refers to a business organization that exists under the provisions of a general or special law/chapter creating them. It enjoys the right of succession, and such other powers, attributes and properties expressly authorized by law or as may be incidental to its existence

<sup>3</sup> refers to a group of two (2) or more persons who organize themselves to pursue a specific goal, project or undertaking

<sup>4</sup> refers to a non-stock corporation or a non-stock non-profit corporation established for the purpose of extending grants or endowments to support its goals, or for raising funds to accomplish charitable, religious, educational, athletic, cultural, literary, scientific, social welfare or other similar objectives.

-4 of 6-  
 RULES AND REGULATIONS IMPLEMENTING SECTION 25 OF  
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 AND THE PROFESSIONAL REGULATION COMMISSION

- b) The practice of the consulting firm/partnership, corporation, association or foundation in environmental planning is carried out by duly registered and licensed environmental planners only.

**Section 4. Effects of Registration.** – The issuance of a Certificate shall entitle the consulting firm/partnership, corporation, association or foundation to legitimately engage in the practice of environmental planning. No firm, partnership, corporation, association or foundation shall commence practicing environmental planning until it has been issued a Certificate by the Board and the Commission in accordance with Section 25 of RA No. 10587 and this Rules.

**Section 5. Documentary Requirements for Registration.** - The applicant shall submit the following documents to the Regulation Division (RD) of the Regional Office (RO) of the Commission:

- a) Duly accomplished Application Form ("**Annex A**");
- b) Authenticated copy of its Certificate of Registration, Articles of Incorporation/Partnership (AoI/AoP) and Bylaws issued by the Securities and Exchange Commission (SEC). The AoI/AoP must state that one of the primary purposes for incorporation of the consulting firm/partnership, corporation, association or foundation is to engage in the practice of environmental planning in the Philippines;
- c) Photocopy of the valid PICs as Environmental Planners of the partners (Firm/Partnership) or members of the Board of Directors (Stock Corporation) or Trustees (Non-Stock Non-profit Corporation);
- d) Two (2) pieces of documentary stamps.

**Section 6. Procedure in the Processing of Application.** – The following steps shall be observed in the processing of applications:

- 1) The RD shall check the completeness of the application documents submitted. After initial evaluation, the RD shall endorse the application documents to the Accreditation and Compliance Division (ACD) within three (3) days from receipt thereof.
- 2) The ACD shall prepare the Board Resolution for endorsement to the Board, through the PRB Secretariat Division, within three (3) days from receipt thereof.
- 3) The Board shall evaluate the application within five (5) working days from receipt of the endorsed application documents. If found in order, the Board shall sign the Resolution approving the application, and thereafter transmit the same to the Commission for final approval.
- 4) After the Resolution shall have been approved and docketed, the ACD shall prepare the Certificate for the signature of the Board Chairperson and Commission Chairperson.

**Section 7. Issuance of Certificate of Registration.** - The Certificate ("**Annex B**") shall be issued to a consulting firm/partnership, corporation, association or foundation that has complied with all the requirements.

-5 of 6-  
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The Commission through the ACD shall maintain a roster of all registered consulting firms/partnerships, corporations, associations and foundations for the practice of environmental planning.

**Section 8. Disapproved Applications.** – All applications disapproved by the Board shall be returned to the ACD for proper notification to the applicant. Any request for reconsideration shall be filed with the Board which shall resolve the same not later than five (5) working days from receipt of the request.

**Section 9. Renewal of Certificates of Registration.** – The Certificate shall be renewed after every five (5) years. Applications for renewal shall be filed at least three (3) months prior to the expiration of the Certificate sought to be renewed. Failure to renew the Certificate within the prescribed time shall cause the removal of the name of the consulting firm/partnership, corporation, association or foundation from the roster referred to in Section 7 hereof. This is without prejudice to the filing of an application for reinstatement, subject to the same requirements and procedure set forth in Rule III hereof.

**Section 10. Change in the Composition of the Partners, Officers or Directors.** – In case there is any change in the composition of the partners, officers or directors, the consulting firm/partnership, corporation, association or foundation shall notify the Board, through the ACD, of any such change within thirty (30) days from the time that the same became effective. The notification shall be accompanied with a copy of the current General Information Sheet (GIS) of the firm/partnership, corporation, association or foundation that was submitted to the SEC.

#### **RULE IV FEES**

**Section 11. Registration Fee.** – The fee for initial registration, renewal and reinstatement shall be in the amount of Three Thousand Pesos (Php3,000.00).

#### **RULE V SUSPENSION OR REVOCATION OF CERTIFICATE OF REGISTRATION**

**Section 12. Suspension or Revocation of Certificates.** – The Board shall have the power, after due notice and hearing, to suspend or revoke the Certificate of any registered consulting firm/partnership, corporation, association or foundation on grounds or causes, which include: (1) failure to comply with the requirements or conditions for registration; (2) failure to display the Certificate in a conspicuous place within the office; and (3) other circumstances, which the Board deems, sufficient to warrant the suspension or revocation of its Certificate. The Board shall inspect firms/partnerships, corporations, associations and foundations to monitor their compliance with herein prescribed requirements.

**Section 13. Penal Provisions.** – It shall be unlawful for any person, including the consulting firms/partnerships, corporations, associations and foundations, to engage in the practice of environmental planning in the Philippines without having been registered and licensed or having conformed to the provisions of R. A. No. 10587. The imposable penalty therefor shall be imprisonment of not less than six (6) months but not more than five (5) years or a fine of not less than One Hundred Thousand Pesos (Php100,000.00) but not more than Five Hundred Thousand Pesos (Php500,000.00), or both, at the discretion of the court.

-6 of 6-  
 RULES AND REGULATIONS IMPLEMENTING SECTION 25 OF  
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In case the offender is a firm/partnership, corporation, association, or foundation, the penalty of imprisonment shall be imposed upon the registered and licensed environmental planner-in-charge jointly and solidarily with the responsible professionals as well as the controlling officer or officers thereof responsible for permitting or causing the violation.


## RULE VI EFFECTIVITY


**Section 14. Effectivity.** - This Rules shall take effect after fifteen (15) days following its publication in the Official Gazette or in any newspaper of national circulation.

Let copies hereof be distributed to the U. P. Law Center, Philippine Institute of Environmental Planners (PIEP), and other relevant government agencies for information and guidance.

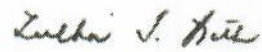
Done in the City of Manila, this 11th day of October, 2018.

  
**JOSEFINA M. RAMOS**  
 Chairman


  
**LIRIO T. ABUYUAN**  
 Member

  
**DOLORES A. ENDRIGA**  
 Member

ATTESTED:


  
**ATTY. LOVELIKA T. BAUTISTA**  
 Chief, PRB Secretariat Division

APPROVED:

  
**TEOFILO S. PILANDO, JR.**  
 Chairman

  
**YOLANDA D. REYES**  
 Commissioner

  
**JOSE V. CUETO, JR.**  
 Commissioner

O-CH/O-COI/O-COI/PRB-EP/O-LSL/O-RO/D-SPRB  
 TSP/YDR/JYC/JMR/ER/M/LTB  




**Professional Regulation Commission**  
**PROFESSIONAL REGULATORY BOARD OF ENVIRONMENTAL PLANNING**

**APPLICATION FORM**  
**REGISTRATION OF CONSULTING**  
**FIRM/PARTNERSHIP/CORPORATION/ASSOCIATION/FOUNDATION ENGAGED IN**  
**ENVIRONMENTAL PLANNING PRACTICE**

☐ Initial      **Category**    ☐ Firm/Partnership    ☐ Association      Date Filed: \_\_\_\_\_  
☐ Renewal      ☐ Corporation    ☐ Foundation      Reference No.: \_\_\_\_\_

**Part I. General Information**

Name of Consulting Firm/Partnership/Corporation/Association/Foundation:

Address:

SEC Registration No.:

TIN No.

Tel. No.:

Contact Person :

Email Address:

Fax No.

**Part II. Partners or Board of Directors or Members (Pls. use additional sheet, if necessary)**

Name	POSITION	PROFESSION	PRC ID NO.	Expiry Date

**Part III. Acknowledgment**

I HEREBY CERTIFY that the above information given are true and correct to the best of my knowledge and belief. I further authorize PRC and other agencies to investigate the authenticity of all the documents presented.

I am agreeing to the PRC Privacy Notice and giving my consent to the collection and processing of my personal data in accordance thereto.

\_\_\_\_\_  
Printed Name and Signature of President/ Head / Director

\_\_\_\_\_  
Date

**Regulation Division:**

Processed by: \_\_\_\_\_  
Date: \_\_\_\_\_

**Legal Division/Section** \_\_\_\_\_

(Clearance of no derogatory record)

Date: \_\_\_\_\_

**Licensure and Registration Division** \_\_\_\_\_  
(Verification of License/s listed above)

Date: \_\_\_\_\_

**Cash Section:**

Amount: \_\_\_\_\_

O.R. No. \_\_\_\_\_

Date: \_\_\_\_\_

Issued by: \_\_\_\_\_

**Reviewed by:**

\_\_\_\_\_  
Chief, Regulation Division

*Re*      *Jed*      *AK*

ACTION BY THE BOARD OF ENVIRONMENTAL PLANNING

☐ Approved

☐ Disapproved

Remarks: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Board Chairman

\_\_\_\_\_  
Board Member

\_\_\_\_\_  
Board Member

Date: \_\_\_\_\_

Certificate of Accreditation No.: \_\_\_\_\_

*Handwritten signatures:*  
RZ      [Signature]      AH

**PROCEDURE FOR REGISTRATION OF CONSULTING  
FIRM/PARTNERSHIP/CORPORATION/ASSOCIATION/FOUNDATION ENGAGED IN  
ENVIRONMENTAL PLANNING PRACTICE**

- Step 1. Secure Application Form at the Regulation Division counter or download at [www.prc.gov.ph](http://www.prc.gov.ph).
- Step 2. Fill-out Application Form then proceed to Regulation Division processing window for evaluation and assessment.
- Step 3. Proceed to Legal Division/Section for clearance of no derogatory Record.
- Step 4. Proceed to Licensure and Registration Division for verification of license/s.
- Step 5. Proceed to Cash Section for the payment of Registration Fee of P3,000.00
- Step 6. Submit application form with all the required documents and official receipt to the Regulation Division designated window.
- Step 7. Verify your application after \_\_\_\_\_ days from the time of submission.

**CHECKLIST OF REQUIREMENTS FOR APPLICATION**

- ☐ Duly accomplished application form
- ☐ Authenticated copy of the Certificate of Registration, Articles of Incorporation/Partnership and By-laws issued by Securities and Exchange Commission (SEC)
- ☐ Photocopy of the valid Professional Identification Cards of Environmental Planners
- ☐ Organizational Chart, with the names of the incumbent holders of existing environmental planning positions in the partnership, corporation, association or foundation
- ☐ Short brown envelope
- ☐ Two (2) pcs. documentary stamps

**Note:**

1. Applications with incomplete documents will not be accepted. Documentary stamps are available at the PRC costumer service counters and PRC Regional Offices.
2. Representative/s filing and claiming the Certificate of Registration on behalf of the applicant must present Special Power of Attorney (SPA) and valid proof of identification of the applicant and the representative.

*Re*      *Ji*      *AK*



Annex "B"



Republika ng Pilipinas  
REPUBLIC OF THE PHILIPPINES  
Komisyon sa Regulasyon ng Pangproposyon  
PROFESSIONAL REGULATION COMMISSION  
Manila

Pangproposyong Regulation ng Ilupon ng Pagpapalano ng Kapaligiran  
Professional Regulatory Board of Environmental Planning

Katibayan ng Rehistrasyon  
CERTIFICATE OF REGISTRATION

Katibayan ng Pagpapatala Bilg. \_\_\_\_\_  
Certificate of Registration No. \_\_\_\_\_

Pinatutunayan nito na ang  
This is to certify that

(Pangalan ng Firm/Samahan)  
(Name of Firm/Partnership/Corporation/Association/Foundation)

(Tirahan ng Punong Tanggapan)  
(Address of Head Office)

ap kasipasing nakatupad sa labat ng pangangailangan itinakda ng Seksyon 25 ng Batas Republika Bilg. 10587  
has satisfactorily complied with all the requirements prescribed by Section 25 of Republic Act No. 10587 and the Rules  
at, ng tuntunin at alintuntunin ng Ilupon sa Kapangyarihan nito, ang Katibayan sa Rehistrasyon ay  
and Regulations of the Board and by virtue hereof, this Certificate of Registration is hereby  
ipinagkaloob sa pamamagitan nito at mayroong bisa limang taon hanggang sa araw na isinasaad dito  
issued and is valid for five years from date as herein stated unless  
maliban na lang kung may nangunang pagpapawalang-bisa o pagpapatigil ng Ilupon.  
sooner revoked or suspended by the Board.

Malang katunayan ng taglap nito ang tatak at mga lagda ng Tagapangulo ng Ilupon at Punong Komisyonado  
Witnesseth the seals and signatures of the Chairman of the Board and Commission Chairperson

Tagapangulo araw ng taong sa Ilungsod ng Maynila  
This day of in year at the City of Manila.

Tagapangulo

Chairperson

Pinagtibay :  
Approved

Punong Komisyonado

Commission Chairperson

VALID UNTIL \_\_\_\_\_