Workflow Chart for the Accreditation of Contractors' and Consultants' Materials Engineers

Minimum Qualification:

Registered and licensed Civil Engineer

Requirements:

a) Duly accomplished application form that can be secured from any DPWH Regional Office
b) Xeroxed copy of valid PRC ID
c) Two (2) pieces of 2"x 2" photographs

Where to File:

The requirements must be submitted to the Accreditation Committee, thru the Chief of Materials Quality Control and Hydrology Division of any DPWH Regional Office.

Date and Place of Examination:

The examination shall be held on every 2nd Saturday of March and September and conducted simultaneously in Manila, Baguio City, Cebu City and Davao City.

Result of Examination:

The report of rating shall be released after 1-month from the date of the accreditation examination.

Department Order:

A Department Order shall be issued examinees who passed the accreditation examination.

Certificates and IDs of Accreditation:

The certificates and IDs of accreditation shall be issued to applicants who meet the accreditation criteria upon approval of the Department Order.

Renewal of Certificate of Accreditation:

The certificate of accreditation shall be renewed after three (3) years from the date it was issued upon request of the concerned materials engineer.

Reinstatement of Accreditation:

The accreditation shall be reinstated upon request of the concerned materials engineer, supported with a certification on separation from government service signed by the head of office or administrative officer of his previous employer.