



Department of Public Works and Highways
Bureau of Research and Standards

**ACCREDITATION OF DPWH MATERIALS ENGINEERS
APPLICATION FORM FOR REGULAR WRITTEN EXAMINATION**

Date of Examination

APPLICATION NUMBER

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New Applicant / Not Yet Accredited

☐

Upgrading

☐

Yes Accreditation No. _____

Previously Accredited Contractors' ME
(Section 4.4, D.O. #98, Series 2016)

☐

Yes Accreditation No. _____

Note: The examination is *STRICTLY* for regular and Civil Engineer employees of DPWH only. (Government, GOCC and Job Order Engineers are *NOT ALLOWED*).*

1. Recent passport photo with white background [Two (2) pieces].
2. Formal attire or preferably wearing prescribed office uniform.
3. No nametag.
4. Strictly no selfie photo.

Name : _____
(Last) (First) (Middle Name)

PRC License Number : _____ Valid Until : _____

Mobile Number : _____

Mailing Address : _____ Zip Code : _____

Birthdate : _____ Sex : _____ Civil Status : _____

Age : _____ Nationality : _____ TIN : _____

Office : _____

Region/District

Office Address : _____

Position

Employee ID Number

Office Telephone Number

Education (Limit to Tertiary Level Up)

Degree

School

Year Graduated

Preferred Venue of Examination

☐

Manila

☐

Cebu City

☐

Davao City

I certify to the correctness of the foregoing.

Checked by:

Position
(DPWH QAHD Personnel)

Applicant's Signature
Sign ***inside*** the box

Date

***The BRS shall invalidate any examination results of examinees eventually found as Government, GOCC and Job Order engineers.**

Privacy Notice and Consent

The Department of Public Works and Highways (DPWH) collect and process your personal data in accordance with the Data Privacy Act of 2012 and our organizational policies. The personal data we collect may include your name, contact information, and any other details relevant to our services. The data will only be processed for specific purposes related to the operation of Bureau of Research and Standards and its services.

We take your privacy seriously and implement safeguards to protect your personal data from unauthorized access, disclosure, and misuse. These measures include secure systems, encryption, and strict access controls. However, all data processing involves inherent risks, and we strive to mitigate those risks through careful management and regular reviews of our processes.

You have the following rights under the law:

- ✓ Right to be informed
- ✓ Right to object
- ✓ Right to access
- ✓ Right to correct
- ✓ Right to erasure or blocking
- ✓ Right to file a complaint
- ✓ Right to damages
- ✓ Right to data portability

Our Data Protection Officer (DPO) can assist you with privacy-related inquiries, concerns, or requests. You may contact the DPO through the following:

Undersecretary MARICHU A. PALAFOX
Data Protection Officer

Department of Public Works and Highways
Bonifacio Drive, Port Area, Manila, Philippines
Email: dpo@dpwh.gov.ph
Tel: +63 5304 3242

Consent and Acknowledgement

I have read and understood this Privacy Notice. I voluntarily give my consent to the *Bureau of Research and Standards* to collect, use, and process my personal data for *Regular Written Examination for Accreditation of DPWH Materials Engineers* in accordance with the Data Privacy Act of 2012.

Signature: _____
Printed Name: _____
Date: _____

INSTRUCTIONS

1. Fill-out (type or print) all the applicable spaces on the Application Form legibly.
2. Attach to this Application Form the following requirements:
 - a. Photocopy of latest Appointment.
 - b. Photocopy of valid Professional Regulation Commission (PRC) License as Civil Engineer (not expired and with signature).
 - c. Two (2) pieces recent passport size photo with white background.
 - Formal attire or preferably wearing office uniform.
 - No nametag.
 - Strictly no selfie photo.
3. Submit the Application Form and the requirements to:

The Chief

Quality Assurance and Hydrology Division (QAHD)
Any DPWH Regional Office

4. Application forms must be received, checked, stamped and sealed by the DPWH Regional Office and submit to Bureau of Research and Standards (BRS) at least **thirty (30)** working days before the scheduled accreditation examination.
5. Applicants shall obtain the Notice of Examination Schedule from the DPWH Regional Office where the application was filed within one (1) week before the scheduled examination. The notice shall confirm the date, time and place of examination. This notice must be presented to the DPWH examination proctor during the examination.
6. **For previously accredited Contractors'/Consultants' Materials Engineers, please attach a Certification from Head of Office (Regional Director/District Engineer) that the applicant was not employed either as Job Order (JO) or Casual Employee when he/she took the exam.**

EXAMINATION COVERAGE

Construction materials specifications, sampling and testing procedures, test results calculations/interpretation/evaluation, DPWH minimum testing requirements, materials quality control terminologies/practices, duties and responsibilities of materials engineers, and quality control implementation/documentation and pertinent DPWH policy issuances.