



Department of Public Works and Highways

# ACCREDITATION OF CONTRACTORS'/CONSULTANTS' MATERIALS ENGINEER

## APPLICATION FORM FOR UPGRADING OF CLASSIFICATION RANK

\_\_\_\_\_  
Date of Practical Examination

**Application Number**

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ME - I Accreditation Number

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Accreditation Issued on : \_\_\_\_\_

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

Written Exam Rating : \_\_\_\_\_

1. Recent passport photo with white background. [Two (2) pieces].

2. Formal attire.

3. No nametag.

4. Strictly no selfie photo.

Name : \_\_\_\_\_  
(Last) (First) (Middle Name)

Birthday : \_\_\_\_\_ Sex : \_\_\_\_\_ Civil Status : \_\_\_\_\_

Office Address : \_\_\_\_\_  
: \_\_\_\_\_

*Office Telephone Number*

*Office Fax Number*

*e-mail Address*

PRC License Number : \_\_\_\_\_ Valid Until : \_\_\_\_\_

Mailing Address : \_\_\_\_\_ Zip Code : \_\_\_\_\_

Home Address : \_\_\_\_\_ Zip Code : \_\_\_\_\_

: \_\_\_\_\_

*Home Telephone Number*

*Cellphone Number/s*

I certify to the correctness of the foregoing.

\_\_\_\_\_  
Date

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

## 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 *Upgrading of Accreditation Rank of Contractors'/Consultants' Materials Engineers* in accordance with the Data Privacy Act of 2012.

**Signature:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_

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

## INSTRUCTIONS

1. Fill-out (type or print) legibly all the applicable spaces on this Application Form.
2. Attach to this Application Form the following requirements:
  - a. Photocopy of valid Professional Regulation Commission (PRC) License as Civil Engineer **(not expired and with signature)**.
  - b. Photocopy of Accreditation Certificate as CCME I.
  - c. **Passport Size** photo (white background; wearing formal attire, without name tag; no selfie photo).
  - d. Certificate of Employment, if employed. If unemployed, a duly Notarized Affidavit stating that the applicant/examinee is:
    - Currently unemployed;
    - Not working or connected with any government agency/office; and,
    - Not working abroad or about to work abroad soon.
3. This Application Form should be submitted to the Quality Assurance and Hydrology Division (QAHD) of any DPWH Regional Office. Direct submission to the BRS will not be accommodated.
4. Applicants will be notified by the BRS, TWG-Accreditation Unit through a Notice of Practical Examination.

### 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.