



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
CENTRAL OFFICE
Manila

097.13 DPWH

11-27-2021

NOV 25 2021

DEPARTMENT ORDER)
No. **113**)
Series of 2021)

Per 11/27/2021

SUBJECT: Guidelines on the Testimonial Accreditation of Contractors' and Consultants' Project and Materials Engineers for Former DPWH Engineers who Held Third Level Positions

In accordance with the Department's policy that only qualified and competent project and materials engineers shall be assigned by the contractors and consultants in DPWH projects, the hereto attached Guidelines on the Testimonial Accreditation of Contractors' and Consultants' Project and Materials Engineers are hereby prescribed.

Testimonial Accreditation for Project and Materials Engineers may be availed by former non-accredited DPWH engineers who held third level positions during their tenure of service, specifically those who had been members of the Management Committee as Undersecretary or Assistant Secretary for Regional/Unified Project Management Office (UPMO) Operations and Technical Services, and Bureau, Regional and Project Directors.

The Bureau of Quality and Safety (BQS), this Department, shall be responsible for the evaluation of all applications for Testimonial Accreditation and shall recommend the issuance of certificates of accreditation for the approval of the Undersecretary for Technical Services.

This Order shall take effect immediately.

ROGER G. MERCADO
Acting Secretary

15.1 MLC/RGM

Department of Public Works and Highways
Office of the Secretary



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GUIDELINES ON THE TESTIMONIAL ACCREDITATION OF CONTRACTORS' AND CONSULTANTS' PROJECT AND MATERIALS ENGINEERS

1.0 WHO MAY BE ACCREDITED

Former non-accredited DPWH engineers who held any of the following third-level ranking positions during their tenure of service are entitled for testimonial accreditation:

1. Management Committee (Undersecretary or Assistant Secretary for Regional/ Unified Project Management Office (UPMO) Operations and Technical Services)
2. Regional Director
3. Project Director
4. Bureau Director

2.0 CRITERIA FOR TESTIMONIAL ACCREDITATION

The following criteria shall be applied in the evaluation of testimonial accreditation of Contractors' and Consultants' Project and Materials Engineers. Each requirement is a Pass/Fail criterion. Applicants who failed any of these shall be disqualified outright.

2.1 EDUCATION AND ELIGIBILITY

The applicant must be a duly registered Civil Engineer (R.A. 1080).

2.2 EXPERIENCE

The applicant must possess the following experience:

- a. 20 years minimum experience in government service; and
- b. 10 years of experience relevant to project implementation, evaluation and assessment in operations and/or technical services.

Proofs such as Department Orders, Special Orders, service records, and memorandum/directive of related activities must be submitted to serve as basis for the evaluation.

3.0 CLASSIFICATION OF PROJECT/MATERIALS ENGINEERS

Applicants who were able to satisfy the criteria for testimonial accreditation shall be classified as both Project Engineer II and Materials Engineer II.

4.0 DOCUMENTARY REQUIREMENTS FOR ACCREDITATION

The following are the documentary requirements for a one-time application for testimonial accreditation:

- a. Duly accomplished application form (Exhibit "A")
- b. Certified true copy of valid PRC ID as registered Civil Engineer
- c. Certified true copy of Service Record
- d. Certified true copy of attachments required under Sections 2.2 of this guidelines
- e. Certified true copy of any of the following:
 - e.1 Approved clearance from the applicant's former office
 - e.2 GSIS clearance
 - e.3 Ombudsman clearance (if applicable)


5.0 ISSUANCE OF CERTIFICATE OF ACCREDITATION

- a. A Certificate of Accreditation and Identification Card will be issued to all applicants who will meet the accreditation criteria.
- b. The Certificate of Accreditation, unless revoked or suspended for cause, shall be valid for three (3) years from the date it was issued, and may be renewed thereafter.

The accredited Contractors'/Consultants' Project/Materials Engineer should file his application for renewal of accreditation certificate personally by presenting valid PRC ID and other government issued ID cards for authentication.

All application for renewal of accreditation must be addressed to the Undersecretary for Technical Services together with the following requirements:

- b.1 Request letter of the concerned Project/Materials Engineer signifying intention to renew his certificate of accreditation
- b.2 Original/Renewed Certificate of Accreditation with expired validity date
- b.3 Certification of Employment from the current employer, if there is any, indicating the date of employment and/or affidavit attesting that the applicant is not connected or employed with any government office
- b.4 Photocopy of valid PRC ID and accreditation card as accredited Contractors'/Consultants' Project/Materials Engineer
- b.5 Duly accomplished Application Form for the Renewal of Certificate (Exhibit "B")

	Department of Public Works and Highways Bureau of Quality and Safety (BQS) Application form for Testimonial Accreditation of Contractors' and Consultants' Project and Materials Engineers	Issue Date:	
		Doc. Code	DPWH-BQS- QSAD-14-F006
		Revision No.	0
		Page No.	1 of 1
EXHIBIT "A"			

SURNAME		FIRST NAME		MIDDLE NAME
MAIDEN NAME (if applicable)				
NATIONALITY		SEX	CIVIL STATUS	
BIRTHDATE (mm/dd/yyyy)			E-MAIL ADDRESS	
PRC LICENSE NO.			VALID UNTIL	
HOME ADDRESS				
CURRENT POSITION TITLE				
CONTRACTOR'S/CONSULTANT'S BUSINESS NAME				
CONTRACTOR'S/CONSULTANT'S BUSINESS ADDRESS				
OFFICE TEL. NO.			HOME/MOBILE NO.	

I certify that the information supplied in this application is accurate to the best of my knowledge. I understand that if any information is determined to be inaccurate, my application will be denied.

Please attach your recent colored Passport Size picture on white background with complete name tag

Right Thumbmark

PRINTED NAME OF APPLICANT
SIGNATURE OF APPLICANT
DATE



Department of Public Works and Highways
Bureau of Quality and Safety (BQS)

**Application Form for the Renewal of Certificate of
Contractors' and Consultants' Project and Materials
Engineers with Testimonial Accreditation**

Issue Date:	
Doc. Code	DPWH-BQS- QSAD-14-F007
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EXHIBIT "B"

ACCREDITATION NUMBER			
SURNAME		FIRST NAME	
MIDDLE NAME			
MAIDEN NAME (if applicable)			
NATIONALITY		SEX	
CIVIL STATUS			
BIRTHDATE (mm/dd/yy)		E-MAIL ADDRESS	
PRC LICENSE NO.		VALID UNTIL	
HOME ADDRESS			
CURRENT POSITION TITLE			
CONTRACTOR'S/ CONSULTANT'S BUSINESS NAME			
CONTRACTOR'S/ CONSULTANT'S BUSINESS ADDRESS			
OFFICE TEL. NO.		HOME/MOBILE NO.	
<p>I certify that the information supplied in this application is accurate to the best of my knowledge. I understand that if any information is determined to be inaccurate, my application will be denied.</p>			
<div><div><p>Please attach your recent colored Passport size picture on white background with complete nametag</p></div><div><div></div><div>Right Thumbmark</div></div><div><div></div><div>PRINTED NAME OF APPLICANT</div><div></div><div>SIGNATURE OF APPLICANT</div><div></div><div>DATE</div></div></div>			