



Republic of the Philippines
Professional Regulation Commission
Manila

MEMORANDUM CIRCULAR NO. 01
February 23, 2017

**TO: PRB CHAIRPERSONS AND MEMBERS
PRESIDENTS OF THE ACCREDITED PROFESSIONAL
ORGANIZATIONS (APOs)**

**SUBJECT: SELECTION OF THE "OUTSTANDING PROFESSIONAL OF THE
YEAR", THE "OUTSTANDING ACCREDITED PROFESSIONAL
ORGANIZATION OF THE YEAR" AND THE "NUBLA EXCELLENCE
AWARDEE" TO BE CONFERRED FOR THE YEAR 2017**

The Professional Regulation Commission (PRC) began the conferment of the **"OUTSTANDING PROFESSIONAL ORGANIZATION OF THE YEAR"** award in 1994 to give recognition to the achievements, service and commitment to the profession of the Accredited Professional Organizations (APOs).

In 2011, this award was expanded to cover three (3) categories of APOs (Categories "A", "B" and "C") based on the number of registered professionals.

The conferment of the **"OUTSTANDING PROFESSIONAL OF THE YEAR"** Awards by the PRC began in 1997 to give recognition to the achievement and service of professionals who excel in their respective fields of professional endeavour.

The search for the **"NUBLA EXCELLENCE AWARDEE"** from among the top five (5) Outstanding Professionals began in 2011 to give distinction to a single professional who best embodies the values of professionalism, integrity, responsibility, competence and excellence which PRC stands for.

These awards, considered the highest distinctions conferred upon a professional and an accredited professional organization by the PRC, are given during the Awards Night, the highlight of the PRC Anniversary Celebration and the Professional Regulation Week, observed every year from June 16 to 22 by virtue of Proclamation No. 118, Series of 1987.

For 2017, the following guidelines shall apply for the selection of the Outstanding Professionals of the Year, Outstanding APO, and the Nubla Excellence Awardee to be conducted by three (3) separate and distinct Screening and Selection Committees.

"OUTSTANDING PROFESSIONAL OF THE YEAR" AWARD

A. GENERAL CRITERIA. The candidate must meet the following criteria:

1. Be a citizen of the Republic of the Philippines;
2. Be duly registered with the PRC, with valid and current professional identification card;
3. Be of good moral character and a member in good standing of the APO (if a member of APO);

4. Has not been found guilty in an administrative case, by a final and executory decision, rendered by a Professional Regulatory Board, the PRC, or the regular courts in case of an appeal;
5. Has not been convicted of a final judgment by a court of competent jurisdiction of any crime involving moral turpitude;
6. Has no pending case with any of the courts for criminal / civil offense or charges;
7. Not an officer or director of the national organization of APO for at least one (1) year prior to the nomination for the awards;
8. Not an incumbent member of the PRB nor an official or employee of the PRC, and
9. Not a past awardee of the PRC except for another profession which he/she is duly registered.

B. DETAILED CRITERIA: The award is intended to bestow honor upon a professional who has:

1. Sufficiently demonstrated professional competence of the highest degree and conducted himself with integrity in the exercise of his profession (30%);

a. Integrity	10%
b. Technical Competence	10%
c. Academic background	4%
d. Training / CPD	3%
e. Experience	<u>3%</u>
Total	30%

2. Participated meaningfully in professional activities through the accredited professional organization or any other professional organization (30%);

a. Leadership	10%
b. Projects / Accomplishments	10%
c. Conferences and seminars attended:	
i. International	6%
ii. Local	<u>4%</u>
Total	30%

3. Contributed significantly to the advancement of the profession (30%);

a. Publication	5%
b. Research projects	5%
c. Positive impact of contribution to the profession	10%
d. Awards and Recognition:	
i. International	6%
ii. Local	<u>4%</u>
Total	30%

4. Contributed significantly to the effective discharge of the profession's social responsibility through meaningful contribution / participation on socio-civic related activities (10%).

a. Involvement in Civic Organization	5%
b. Community and Public Citations	5%
Total	10%

GRAND TOTAL: 100%

C. PROCEDURE FOR NOMINATION

1. Each APO shall submit nominations to the **Chairman, Screening & Selection Committee for Outstanding Professional of the Year Awards (SSC-OPYA)**, Professional Regulation Commission, P. Paredes St., Sampaloc, Manila, through the Standards and Inspection Division (SID), on the following schedules:
 - a. Health and Allied Professions – on or before March 15, 2017;
 - b. Engineering and Technology Professions – on or before March 16, 2017; and
 - c. Business, Education & Social Services Professions – on or before March 17, 2017
2. There shall be three (3) nominees from the APO for the Committee to proceed with the screening and selection of the Outstanding Professional of the Year. The list of nominees shall be forwarded to the concerned Professional Regulatory Board (PRB) for the information of the members. Should there be less than three (3) nominees submitted by the APO, the Commission shall require the concerned PRB to endorse additional nominees(s) to complete the required number of nominees. The Commission will not accept more than three (3) nominees.
3. An APO whose Certificate of Accreditation has expired shall not be allowed to submit its nominees for the Outstanding Professional of the Year instead, the PRB is required to submit nominees.
4. Eight (8) copies of the following documents shall be submitted:
 - a. PRC Nomination form (see attached) accompanied by the comprehensive *curriculum vitae* of each nominee and other evidence to prove that the candidate possesses the required qualifications. This must bear the original signatures of the members of the APO Nominating Committee. The 2 inches x 2 inches format photo with white background (dpi 300 resolution) must have been taken not more than six (6) months prior to submission;

- b. Original copy of the APO Resolution endorsing the nominees, signed by the Board of Directors/Trustees or by the Secretary and attested to by the President;
- c. Current NBI clearance for all nominees **and** OMBUDSMAN clearance for nominees who are government officials or employees;
- d. Comparative summary of nominees and their qualifications (see attached);
- e. Photocopy of the nominee's PRC Identification Card;
- f. Proposed **citation** for each nominee;
- g. Evidence that a thorough search was conducted nationwide and that the three (3) nominees were subjected to a screening process. Proof may come in form of printed announcements/web postings/publications.

The nomination form and curriculum vitae (8.5 inches x 13 inches size) shall not exceed twenty (20) pages, ring-bound and color-coded according to the cluster of professions:

- a) Health and Allied Professions – white
 - b) Engineering and Technology Professions – blue
 - c) Business, Education and Social Services Professions - green
5. Nominations that do not comply with these requirements and procedures shall **NOT** be acted upon.
 6. The deadline for submission of the nominees set by the Commission shall be FINAL and NOT subject to any extension. Failure on the part of the APO to submit its nominees on or before the deadline set by the Commission shall be construed to mean the absence of intent to submit a nomination. In such event, the PRB will be required to submit nominees.

D. SELECTION OF AWARDEES

1. Composition of the Screening and Selection Committee for Outstanding Professionals of the Year Award:
 - a. A representative of the Commission proper
 - b. Chairman or member of the concerned PRB
 - c. President of the Foundation for Outstanding Professionals (FOP) or his/her representative
 - d. A representative of the Philippine Association of Professional Regulatory Board Members (PAPRB)
 - e. President of the Philippine Federation of Professional Associations (PFPA) or his/her representative

2. The Committee shall conduct a panel interview of the nominees and shall individually rate the nominees in accordance with the criteria set forth by the Commission. The ratings shall be tallied to determine the highest ranked nominees qualified for the award.
3. Only one (1) awardee shall be chosen for each profession, without prejudice to the Committee's determination that no nominee is qualified for the award.
4. The selected nominee shall be officially notified in writing of his/her selection. The awardee shall confirm the acceptance of the award and his/her attendance to the PRC Awards Night ceremony.

E. SCHEDULE OF SCREENING & SELECTION

1. The schedule of screening and selection for the Outstanding Professional of the Year Award shall be from March 28 to May 17, 2017.

"OUTSTANDING ACCREDITED PROFESSIONAL ORGANIZATION OF THE YEAR" AWARD

A. GENERAL CRITERIA

1. All Accredited Professional Organizations will have the opportunity to vie for the "Outstanding Accredited Professional Organization of the Year" Award. They will be classified into three (3) categories:
 - a. **Category "A"** - with registered professionals from 100,000 to 1 million
 - b. **Category "B"** - with registered professionals from 10,000 but less than 100,000
 - c. **Category "C"** - with less than 10,000 registered professionals

B. DETAILED CRITERIA. The awardee shall be selected based on the following criteria:

1. Active participation in PRC activities and/or PRC-sponsored programs / activities;
2. Quality and relevance of CPD programs administered and implemented by the organization;
3. Significant achievements as a corporate body in:
 - a. attaining the objectives of the organizations
 - b. enhancing the welfare of its members in terms of placement and

assistance in the practice of the profession

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SELECTION OF THE "OUTSTANDING PROFESSIONAL OF THE YEAR", THE "OUTSTANDING ACCREDITED PROFESSIONAL ORGANIZATION OF THE YEAR", AND THE "NUBLA EXCELLENCE" AWARDEE TO BE CONFERRED FOR THE YEAR 2017

c. enhancing the stature / prestige of the profession

4. Effective discharge of the profession's social responsibility through meaningful participation in socio-civic related activities;
5. Harmonious relationship among the officers and members of the APO and with the officers and members of the other registered professional organization in the same profession in terms of camaraderie, fellowship, and cooperation with regard to national programs and activities of the profession;
6. Leadership and initiative in undertaking programs, projects, and activities whether or not related to the profession, as well as improvement and/or contribution to the solution of problems affecting the profession which redound to the benefits of its members and to the community and the country in general;
7. Healthy relationship with the PRC and the PRB concerned in terms of cooperation and coordination;
8. Smooth turn-over of duties and responsibilities of incumbent to newly-elected national officers of the organization through peaceful and orderly elections;
9. Instrumental to the creation and/or maintenance of an integrated professional organization;
10. Sponsorship of international conventions, conferences, workshops, symposia and other similar gatherings of professionals;
11. Regular publication of new bulletin and technical journals;
12. Submission of annual reports (financial and operations) to PRC and the Securities and Exchange Commission (SEC);
13. Ownership of its national headquarters;
14. Financial solvency.

C. PROCEDURE FOR NOMINATION

1. The APO shall submit five (5) copies of supporting documents relative to the criteria enumerated above to the **Chairman, Screening & Selection Committee for Outstanding Accredited Professional Organization of the Year Awards (SS-OAPOYA)**, Professional Regulation Commission, P. Paredes St., Sampaloc, Manila, through the Standards and Inspection Division (SID), not later than April 17, 2017.
2. An APO whose Certificate of Accreditation has expired shall not be allowed to bid for the 2017 Outstanding Professional Organizations.

D. SELECTION OF AWARDEE

1. The Screening & Selection Committee for Outstanding Accredited Professional Organizations of the Year Awards shall be composed of Justices of the Supreme Court, Appellate Courts, Court of Tax Appeals, Sandiganbayan and the Ombudsman.
2. The APO shall present a twenty (20) – minute (maximum) audio visual presentation during the scheduled screening and deliberation.
3. Only (1) nominee from each category shall be chosen.

E. SCHEDULE OF SCREENING & SELECTION

1. The schedule of screening and selection for the Outstanding Accredited Professional Organization of the Year Award shall be completed not later than May 31, 2017.

NUBLA EXCELLENCE AWARD

A. CRITERIA

1. This award is intended to accord distinct honor to a professional who excels not only in his/her profession but stands out among the top five (5) Outstanding Professionals in terms of his contribution and input to society.

B. PROCEDURE

1. The top five (5) outstanding professionals for 2017 will undergo panel interview by the Screening and Selection Committee for the Nubla Excellence Award.

C. SELECTION OF AWARDEE

1. The Screening & Selection Committee for the Nubla Excellence Award shall be composed of Justices of the Supreme Court, Appellate Courts, Court of Tax Appeals, Sandiganbayan and the Ombudsman.
2. The Nubla Excellence Awardee shall be determined from among the top five (5) Outstanding Professionals based on their ratings during the final screening by the Committee.

D. SCHEDULE OF SCREENING & SELECTION

1. The schedule of interview for the sixth Nubla Excellence Award shall be announced later.

ANNOUNCEMENT OF AWARDEES

The PRC shall make the official announcement of the awardees through the print or broadcast media. For this purpose, the APO and PRBs are prohibited from announcing the names of their respective awardees until the PRC shall have made the official announcement.

The Chairman of the Panel of Judges of the respective committees shall make the official announcement of the result of the deliberation for the 2017 Outstanding APOs and the Nubla Excellence Awardee during the Awards Night to be held on June 22, 2017.


TEOFILO S. PILANDO, JR.
Chairman 

OCH/OCOM1/OCOM2/O-ASSCOM/SID
TSP/ATCC/YDR/ATG/M.../aav
