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UNITED ARCHITECTS OF THE PHILIPPINES
The Integrated and Accredited Professional Organization of Architects (IAPOA)

MEMORANDUM CIRCULAR NO.14, S. 2017
Fiscal Year 2017-2018

October 4, 2017

TO : ALL CHAPTER PRESIDENTS
THRU : ALL AREA VICE PRESIDENTS AND DISTRICT DIRECTORS
SUBJECT : SUBMISSION OF NOMINEES FOR THE SELECTION OF THE
“PRC’s OUTSTANDING PROFESSIONAL OF THE YEAR 2018”

Pursuant to Board Resolution 16-17 No. 151, all Chapter Presidents are hereby encouraged and enjoined to submit nominees for the “PRC’s Outstanding Professional of the Year for 2018”.

The following are the guidelines in submitting nominees for the Outstanding Professional of the Year Award:

1.0 GENERAL CRITERIA

- 1.1 Must be a citizen of the Republic of the Philippines.
- 1.2 Must be a duly registered with the PRC, with valid and current professional identification card.
- 1.3 Must be of good moral character and a member of UAP in good standing.
- 1.4 Has not been found guilty in an administrative case, by a final and executor decision, rendered by a Professional Regulatory Board, the PRC, or the regular courts in case of an appeal.
- 1.5 Has not been convicted of a final judgement by a court of competent jurisdiction of any crime involving moral turpitude.
- 1.6 Has no pending case with any of the courts for criminal / civil offenses or charges.
- 1.7 Has thirty (30) years professional experience of notable projects.
- 1.8 Must NOT an officer or director of UAP for at least one (1) year prior to nomination for the award.
- 1.9 Must not an incumbent member of the PRBoA nor an official or employee of the PRC.
- 1.10 Must not a past awardee of the PRC except for another profession which he/she is duly registered.

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2.0 REQUIREMENTS

2.1 Eight (8) copies of the following documents shall be submitted:

- Comprehensive *curriculum vitae* of each nominee and other evidence to prove that the candidate is amply demonstrated professional competence, participated meaningfully in professional activities through the professional organization, and contributed significantly to the advancement of the profession. 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 nomination. The curriculum vitae (8.5inches x 13 inches size) shall not exceed twenty (20) pages, ring-bound.
- Notarized Certification that the nominee has no pending case in any court in the Philippines.
- Photocopy of the nominee's PRC Identification Card.
- Proposed citation for each nominee.

3.0 SCHEDULE OF SUBMISSION OF NOMINEES & SCREENING

3.1 Nominations with the complete required documents must be submitted in hard copy **on or before closing of office hours (6:00 p.m.) of December 15, 2017 (Friday)**, addressed to:

The Chairman
UAP Nominations Committee
53 Scout Rallos St., Brgy. Laging Handa
Diliman Quezon City

3.2 Incomplete submissions will be returned immediately to the nominating chapter/nominee.

3.3 The Nominations Committee shall evaluate the nominees based on the criteria set forth by the PRC and then select the final three (3) nominees who will undergo a panel interview by the Committee.

All Area Vice Presidents and District Directors are likewise enjoined to ensure the prompt and effective dissemination of this Circular in your respective jurisdictions and extend assistance when appropriate and necessary.

This Memorandum Circular shall take effect immediately.

AR. GUILLERMO H. HISANCHA, FUAP, APEC AR, AA, DFRIA
UAP National President

By the President:

AR. RENATO A. HERAY, FUAP, PALA, AA, FRIA
UAP Secretary General

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