

# ACCREDITATION OF CONTINUING PROFESSIONAL DEVELOPMENT (CPD) PROGRAM

## LEGAL BASES

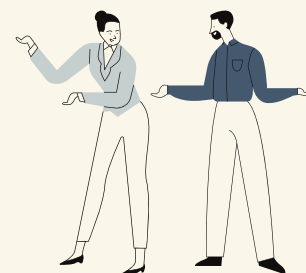
- Republic Act No. 10912 "Continuing Professional Development (CPD) Act of 2016"
- PRC Resolution no. 1032 "Implementing Rules and Regulations of RA No. 10912"



The Act requires CPD as the mandatory requirement for the renewal of the Professional Identification Card (PIC) of all registered and licensed professionals under the regulation of the PRC.

## WHAT IS CPD?

Otherwise known as the inculcation of advanced knowledge, skills, and ethical values in a post-licensure specialization or in an inter- or multidisciplinary field of study, for assimilation into professional practice, self-directed research and/or lifelong learning as defined by the Philippine Regulation Commission (PRC).



## WHAT IS CPD CREDIT UNIT?

It refers to the value of an amount of learning achieved from formal, informal or non-formal learning including professional work experience wherein credit units can be accumulated for the award of a qualification.

The CPD offers accreditation applications that will help licensed professionals acquire the required CPD units. These mechanisms include but are not limited to accreditation as CPD Provider, accreditation of CPD Program, and crediting of self-directed and/or lifelong learning.



## WHAT IS CPDAS?

CPDAS or the Continuing Professional Development Accreditation System is the online platform adopted by the Commission as of October 1, 2021 for applications for accreditation as CPD Provider of CPD Programs and of self-directed learning.



Application for Accreditation	Prescribed Fee
Local CPD Provider	P 5,000.00
Foreign CPD Provider	P 8, 000.00
CPD Program	P 1, 000.00
Self-directed and/or Lifelong Learning	P 500.00 per application

Processing Fee for the application for Accreditation as CPD Provider of CPD Program and for Self-Directed and/or Lifelong Learning



## TRAINING AND DEVELOPMENT DIVISION

HUMAN RESOURCE DEVELOPMENT SERVICE

Contact Nos.: 8426-3852; (02) 8248-3367 loc. 1065, 1066, 1201

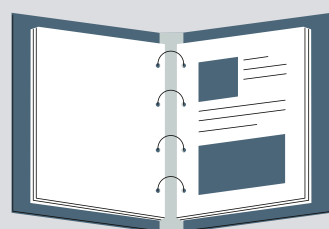
Email address: [hrds-tdd@denr.gov.ph](mailto:hrds-tdd@denr.gov.ph)

FB Page: [Training & Development Division @tdd.denr](https://www.facebook.com/Training&DevelopmentDivision@tdd.denr)

# ACCREDITATION OF CONTINUING PROFESSIONAL DEVELOPMENT (CPD) PROGRAM

## WHAT IS CPD PROGRAM?

It is defined as a set of learning activities accredited by the CPD Council which equip the professionals with advanced knowledge, skills and values in specialized or in an inter- or multidisciplinary field of study, self-directed research and/or lifelong learning.



## DENR AS A CPD PROVIDER FOR FORESTRY

the DENR is an accredited CPD Provider under the CPD Council for Foresters with accreditation number FRT-2018-003, authorized to conduct CPD Programs.



## LIST OF REQUIREMENTS

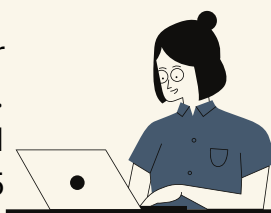
Re: CPD Program Accreditation

- "CPDD-02" Application for Accreditation of CPD Program
- Data Privacy Notice (Composed by the Provider)
- Banner Photo Recommended size 500x280 Pixels
- "CPDD-14" Certificate for Participants/Attendees (Sample)
- "CPDD-16" Instructional Design (or using the prescribed template by the Board such as Professional Teachers, Nursing, etc.)
- Program of Activities showing time/duration of topics/workshop and resource persons with position and office, and evaluation period
- Evaluation method or tool that measures the learning gained by the participants specific and appropriate to course objectives set
- Breakdown of expenses
- "CPDD-17" Resume of the Resource Person/s (including the required attachment)
- Softcopy of valid Professional Identification Card (PIC)/Receipt of Renewal of each Resource Person, if registered professional. Otherwise, submit softcopy of valid government-issued ID
- Declaration of Minimum Technical Requirements (e.g. Operating System, Processor, Memory, Browser, Internet Connection, etc.)
- URL/Website and Access Credentials (User ID and Password)

The forms are also available at the PRC website: [www.prc.gov.ph](http://www.prc.gov.ph).

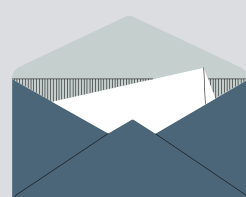
## SELF-DIRECTED LEARNING

Units acquired from professional activity and volunteer engagement may be applied through Self-Directed Learning. Only 30% of the required CPD credit units per compliance period can be earned under SDL activities (example, for the required 15 CPD credit units, only 5 can be earned under SDL).



## SUBMISSION

For CPD Program Accreditation, please submit the abovementioned requirements to the Training and Development Division, HRDS through email address at [hrds-tdd@denr.gov.ph](mailto:hrds-tdd@denr.gov.ph) at least forty-five (45) days prior to the actual conduct of the training program.



**TRAINING AND DEVELOPMENT DIVISION**  
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