



**PROFESSIONAL REGULATORY BOARD OF GEOLOGY**

Resolution No. 02  
Series of 2022

**GUIDELINES TO IMPLEMENT SECTION 26 OF  
REPUBLIC ACT NO. 10166 OR THE "GEOLOGY PROFESSION ACT OF 2012"  
ON THE EXEMPTION FROM THE GEOLOGIST LICENSURE EXAMINATION**

**WHEREAS**, Section 2, Article I of Republic Act (R.A.) No. 10166, known as the "Geology Profession Act of 2012" echoes the declared policy of the State, to wit:

*"Section 2. Statement of Policy. – It is hereby declared the policy of the State to supervise and regulate the practice of geology which is vital to national development; upgrade geology education and the quality of geologists whose standards of professional practice shall be excellent, world-class and globally competitive through regulatory measures, programs and activities."*

**WHEREAS**, Section 7(b), Article II of R.A. No. 10166 provides for the power and duty of the Professional Regulatory Board of Geology (Board) to determine and evaluate qualifications of applicants for registration as Geologists;

**WHEREAS**, Section 26, Article III of the same law and Section 29, Rule III of Board Resolution No. 03 (s. 2012) or the "Implementing Rules and Regulations of Republic Act No. 10166, known as the 'Geology Profession Act of 2012'" state that a graduate of Doctor of Philosophy (Ph.D.) in Geology or an equivalent degree in any of the specialized branch of Geology from a duly recognized university shall be exempted from taking the licensure examination, upon evaluation of the Board. The applicant shall be required to register in the same manner as those who will pass the licensure examination;

**WHEREAS**, Section 29, Rule III of Board Resolution No. 03 (s. 2012) further states that the Board shall issue the guidelines on the exemption from the Geologist Licensure Examination (GLE) requirement as provided in Section 26 of the law.

**WHEREFORE**, the Board **RESOLVES**, as it is hereby **RESOLVED**, to issue these "Guidelines to Implement Section 26 of Republic Act No. 10166 or the 'Geology Profession Act of 2012' on the Exemption from the Geologist Licensure Examination".

**Section 1. Actions on Applications.** – All applications for registration without examination shall be acted and decided upon by the Board, as a collegial body. In case the Board Chairperson or Member is related to an applicant within the fourth (4<sup>th</sup>) civil degree of consanguinity or affinity, or if other ground/s exist which may give rise to conflict of interest, the Board Chairperson or Member concerned shall inform the Board of such fact and shall, as a consequence, be required to inhibit from participating in the processing and approval of such application. The fact of inhibition shall be reflected in the Resolution to be issued by the Board.

**Section 2. Qualifications.** - To be exempt from the GLE under Section 26 of the law, an applicant must meet the following qualifications:

- a. A citizen of the Philippines or of a foreign country which has reciprocity agreement with the Philippines;

- b. A graduate of Doctor of Philosophy (Ph.D.) in Geology or an equivalent degree in any of the specialized branch of Geology (in the field of earth sciences) from a duly recognized university;
- c. Has good moral character; and
- d. Has not been convicted by a court of competent jurisdiction of an offense involving moral turpitude.

**Section 3. Documentary Requirements.** - The applicant must submit the following documentary requirements and pay the appropriate fees:

- a. Notarized Application Form (*Annex A*);
- b. Birth Certificate issued by the Philippine Statistics Authority (PSA);
- c. PSA Marriage Certificate/Contract (for married female applicants);
- d. Undergraduate and Postgraduate Diploma/s;
- e. Description of courses taken in Postgraduate Degree/s, in narrative format;
- f. Description of Ph.D. Degree or its equivalent, in narrative format;
- g. Copy of Ph.D. Dissertation and Postgraduate Thesis;
- h. Transcript of Records (TOR), with scanned picture;
- i. Background of the school/college/university which conferred the Postgraduate Degree/s, in narrative format, to include the standing of the school/college/university in the geoscience community, its research facilities, multidisciplinary expertise, international ranking, and other related qualifications;
- j. Curriculum vitae;
- k. National Bureau of Investigation Clearance;
- l. Ombudsman Clearance, if applicable;
- m. Any government-issued Identification Card; and
- n. Other documents as may be deemed necessary by the Board.

For foreign applicants, he/she must submit the following documentary requirements and pay the appropriate fees:

- a. Notarized Application Form (*Annex A*);
- b. Copy of the national law or international treaty, agreement or covenant to prove reciprocity for the practice of Geology between the Philippines and his/her country;
- c. Birth Certificate;
- d. Marriage Certificate/Contract (for married female applicants);
- e. Copy of passport data page or any equivalent document to establish citizenship;
- f. Undergraduate and Postgraduate Diploma/s;
- g. Description of courses taken in Postgraduate Degree/s, in narrative format;
- h. Description of Ph.D. Degree or its equivalent in narrative format;
- i. Copy of Ph.D. Dissertation and Postgraduate Thesis, if applicable;
- j. TOR, with scanned picture;
- k. Background of the school/college/university which conferred the Postgraduate Degree/s, in narrative format, to include the standing of the school/ college/university in the geoscience community, its research facilities, multidisciplinary expertise, international ranking, and other related qualifications;
- l. Curriculum vitae;
- m. Certificate of Good Moral Character to be issued by any of the following: employer, school/college/university or any competent authority acceptable to the Board; and
- n. Other documents as may be deemed necessary by the Board.

All official documents that are issued or executed abroad must be authenticated by the Philippine Embassy/Consulate/Legation in the State or country where they are issued or executed. An Apostille Certification issued by the foreign competent authority responsible for the implementation of the Apostille Convention is sufficient. The document must also be accompanied by an official English translation, if applicable.

The Board may modify or revise herein list of documentary requirements as needed.

**Section 4. Procedure in the Processing of Applications** – The following shall be the procedure in the processing of applications for registration without examination:

1. The applicant shall accomplish and submit the Application Form (*Annex A*) with the required documents for pre-evaluation to the Application Section of the PRC Regional Offices (RO) processing counters. Applications may be filed with any RO, at the option of the applicant.
2. The applicant shall present the documentary requirements in hard and soft copies. The soft copy shall be in *pdf* format, which shall be contained in a flash drive.
3. Upon receipt of the application, the processing officer shall check the completeness and correctness of the documentary requirements and compare the same with the soft copies. If the documents are in order, the applicant shall be required to pay the prescribed fee.
4. The processing officer shall receive the application documents, both in hard and soft copies. The soft copies shall be copied from the flash drive and saved in the processing officer's computer.
5. The processing officer shall scan the duly accomplished application form and email the same, together with the documentary requirements and the draft Board Resolution, within four (4) working days from receipt, to the Board, through the Board Secretary. The hard copies of the application documents shall likewise be forwarded to the Board, through the Board Secretary, within the same period.
6. The Board shall act on the application within ten (10) working days from receipt thereof, noting on the Application Form under box "Action taken by the Board" whether the application is (a) Approved; (b) Disapproved; or (c) Deferred. As part of the evaluation process, the Board shall schedule and conduct an interview of the applicant.
7. The Board shall issue either a: (a) Resolution, in the case of approved applications; (b) Letter of Disapproval, in case of disapproved applications; or (c) Letter to Comply, in case additional compliance is required of the applicant. The Letter of Disapproval (*Annex B*) and Letter to Comply (*Annex C*) shall be sent to the applicant, through the RO concerned. The disapproval of the application shall not preclude the filing of a new application, *provided*, that the reason for disapproval shall have been resolved or addressed. In case of deferred application, the applicant shall be given ten (10) working days from receipt within which to comply with the required additional documents. Additional documentary submissions shall be sent to the Board, through the RO, via electronic mailing. Failure to comply with the Board's directive within the given timeline shall cause the disapproval of the application.
8. The Board Resolution referred to in item 7 (a) shall be endorsed to the Commission for approval/signature, and thereafter, for docketing.

**Section 5. Rules Governing Geologists registered pursuant to Section 26, Article III of R.A. No. 10166** - All provisions of R.A. No. 10166, including but not limited to those relating to the taking of the Oath of Profession; signing in the Roll of Geologists; issuance of Certificate of Registration and Professional Identification Card; inclusion in the Roster of Geologists; requirement to indicate the registration/license number, its dates of issuance and expiry and Professional Tax Receipt in relevant documents; mandatory and automatic membership in the Accredited Integrated Professional Organization for Geologists; and administrative investigations involving Geologists, shall equally apply to Geologists who have been registered and licensed as such without examination.

**Section 6. Repealing Clause** – All resolutions, orders, circulars, issuances, or parts thereof inconsistent with this Resolution are hereby repealed or modified accordingly.

**Section 7. Effectivity** - This Guidelines shall take effect after fifteen (15) days following the completion of its publication in the Official Gazette or in any newspaper of general circulation in the Philippines.

Let a copy hereof be submitted to the University of the Philippines Law Center.

Done this 20<sup>th</sup> day of June, 2022 in the City of Manila.

  
**FERNANDO S. PEÑARROYO**  
Chairman

  
**BENJAMIN S. AUSTRIA**  
Member

  
**ELMER B. BILLED**  
Member

**ATTESTED BY:**

  
**Atty. Lovelika T. Bautista**  
Chief, PRB Secretariat Division


**APPROVED:**

  
**TEOFILO S. PILANDO, JR.**  
Chairman

  
**JOSE Y. CUETO, JR.**  
Commissioner

  
**ERWIN M. ENAD**  
Commissioner

**DATE OF PUBLICATION IN THE**  
*BUSINESS MIRROR* : July 01, 2022  
**Date of Effectivity** : July 17, 2022

	Professional Regulation Commission
	APPLICATION FOR REGISTRATION WITHOUT EXAMINATION (VARIOUS BOARDS)

NAME OF BOARD			1 ½ X 1 ½ PICTURE
PERSONAL DATA			
LAST NAME <div><input type="text"/></div>	FIRST NAME <div><input type="text"/></div>	MIDDLE NAME <div><input type="text"/></div>	
MALE      FEMALE	CIVIL STATUS SINGLE      MARRIED WIDOWED      SEPARATED		
CITIZENSHIP	DATE OF BIRTH (mm/dd/yy) <div><input type="text"/></div>	PLACE OF BIRTH <div><input type="text"/></div>	
PERMANENT MAILING ADDRESS			
ZIP CODE		TELEPHONE/CELL PHONE NO/ EMAIL ADDRESS	
SPOUSE'S NAME & CITIZENSHIP		FATHER'S NAME & CITIZENSHIP	
		MOTHER'S NAME & CITIZENSHIP	

Have you ever been convicted by final judgment before any court, military tribunal or administrative body? ☐ YES ☐ NO  
(If yes, please attach a copy of the decision)

EDUCATIONAL DATA					
	Name of School	Location	Course/Degree Completed	From (mm/dd/yy)	TO (mm/dd/yy)
Elementary					
High School					
College					
Others					

PREVIOUS LICENSURE EXAMINATION/S TAKEN				
NAME OF EXAMINATION	DATE TAKEN	VERIFIED BY		PRC ID YEAR EXPIRED
		Record Section	Registration Division	

EMPLOYMENT RECORD				
OFFICE	POSITION HELD	SPECIFIC WORK/FUNCTION	FROM (mm/dd/yy)	TO (mm/dd/yy)
ACTION TAKEN		ACTION TAKEN BY THE BOARD		
Remarks: _____		CHAIRMAN _____		
_____		MEMBER _____		
_____		MEMBER _____		
Processed by: _____		<input type="checkbox"/> Approved		
Date: _____		<input type="checkbox"/> Disapproved		
		<input type="checkbox"/> Deferred		
I HEREBY CERTIFY that the information and/or statements in this application including the documents submitted in support thereof are all true and correct to my own knowledge, and that I am fully aware that any false information or statement in this application and/or its attachments shall render me liable for criminal prosecution and/or administrative sanction.				
ACTION TAKEN BY THE CASHIER		THUMBMARK		
Amount: _____ Date: _____		Applicant's Signature _____		
O.R. No: _____ Issued by: _____		Date Accomplished _____		

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_ at \_\_\_\_\_,  
applicant exhibiting to me his/her government Identification Card \_\_\_\_\_ issued at \_\_\_\_\_  
on \_\_\_\_\_.

PRC ADMINISTERING OFFICER

DOCUMENTARY STAMP

O.R. No. \_\_\_\_\_  
Amount Paid: \_\_\_\_\_  
Date Paid: \_\_\_\_\_

FOLLOW-UP SLIP

NAME: \_\_\_\_\_ PROFESSION \_\_\_\_\_  
DATE OF FILING: \_\_\_\_\_

Please verify status of your application on or before \_\_\_\_\_  
thru telephone number: \_\_\_\_\_ or email address: \_\_\_\_\_

Application Processor/Date



## STEPS IN FILING APPLICATION FOR REGISTRATION WITHOUT EXAMINATION

1. Fill-out application form and submit, together with the required documents, for pre-evaluation to the Application Section of the PRC Regional Offices processing counters.
2. Secure document notarization.
3. Go to the cashier for payment of fees.
4. Go to the Customer Service Center for documentary stamp
5. Submit duly accomplished application form to the Application Section.
6. Verify status of application at Tel. No. \_\_\_\_\_

## DOCUMENTS REQUIRED

### **CERTIFIED MINE FOREMAN**

1. Original and photocopies of Transcript of Records/ Diploma
2. Original and Photocopy of BirthCertificate (NSO)
3. Original NBI Clearance
4. Certificate of Experience (PRC Form 104)
5. Certificate of Employment (at least 5 years)

### **GEOLOGY**

1. Birth Certificate issued by the Philippine Statistics Authority (PSA);
2. PSA Marriage Contract/Certificate (for married female applicants);
3. Undergraduate and Postgraduate Diploma/s;
4. Description of courses taken in Postgraduate Degree/s;
5. Description of PhD Degree or its equivalent;
6. Copy of PhD Dissertation and Postgraduate Thesis;
7. Transcript of Records with scanned picture;
8. Background of the school/college/university which conferred the Postgraduate Degree;
9. Curriculum vitae;
10. National Bureau of Investigation (NBI) Clearance;
11. Ombudsman Clearance, if applicable;
12. Any government issued Identification Card; and
13. Other documents as may be deemed necessary by the Board.

(Note: For foreign applicants, please refer to Board Resolution No.\_\_\_\_)

### **METALLURGICAL PLANT FOREMAN**

### **PLEASE SEE REQUIREMENTS FOR CERTIFIED MINE FOREMAN**

1. Original and Photocopy of birth certificate (NSO)
2. Original and Photocopy of Marriage Certificate NSO (for married female)
3. Original and Photocopy of Transcript of Records
4. Original and Photocopy of Collegediploma/High School diploma
5. Duly notarized Service Record
6. Duly notarized Certificate of Employment
7. Certificate of Experience (APP-04)
8. NBI Clearance

### **CHEMIST**

1. Original and Photocopy of BirthCertificate (NSO)
2. Original and Photocopy of Marriage Certificate NSO (formarried female)
3. Original and Photocopy of Transcript of Records
4. NBI Clearance
5. Original and Photocopy of Doctoral Degree Diploma
6. Copy of Thesis

### **MEDICAL LABORATORY TECHNICIAN**

(Flunkers with ratings of 70% or above)

1. Report of rating (optional)
2. Original NBI Clearance
3. Original and Photocopy of Marriage Certificate NSO (for married female)

### **RADIOLOGIC TECHNOLOGIST & X-RAY TECHNOLOGIST**

1. Original and Photocopy of BirthCertificate (NSO)
2. Original and Photocopy of Marriage Certificate NSO (formarried female)
3. Original and Photocopy of Transcript of Records and Diploma
4. Certificate of Experience (PRC Form No. 104) – for RAD. Tech. only
5. Certificate of Employment (for private employees) – for RAD-Tech. only
6. Service Record (for gov't employees) - for RAD-Tech. only
7. PART Certificate of Membership
8. Original NBI Clearance
9. Authenticated copy of Report of Rating from DOH-RHS

### **PROFESSIONAL MEDICAL REPRESENTATIVE**

1. Original & Photocopy of NSO BirthCertificate
2. Original & Photocopy of MarriageCertificate NSO (for Married female)
3. Certificate of Employment
4. Certificate of Training

### **PROFESSIONAL ELECTRICAL ENGINEER**

1. Original and Photocopy of

- Transcript of Records
2. Original and Photocopy of BirthCertificate (NSO)
3. Original and Photocopy of Marriage Certificate NSO (formarried female)
4. NBI Clearance
5. Valid certificate of registration and Professional ID as REE
6. Certificate of Experience (APP-04)

### **PROFESSIONAL MECHANICAL ENGINEER**

1. Original and Photocopy of BirthCertificate (NSO)
2. Original and Photocopy of Marriage Certificate NSO (formarried female)
3. Original and Photocopy of Transcript of Records
4. Lists of design undertaken with the supervision of a PME
5. Curriculum Vitae
6. Two (2) titles of proposed report each with a short write-up and table of content
7. NBI Clearance
8. Current Professional ID as ME
9. Certificate of Competency
10. Affidavit of applicant
11. Certificate of Experience (APP-04)
12. Detailed Description of Machineries and Equipment Handled

### **PROFESSIONAL ELECTRONICS ENGINEER**

1. Valid PRC ID as Electronics Engineer or Certificate as Electronics Engineer.
2. Valid IECEP ID or Certificate of membership in good standing from IECEP.
3. Certified experience record of active self-practice and/or employment either in government service or in private sector, in the format to be prescribed by the Board, indicating the inclusive dates, companies worked for, description of specific responsibilities, relevant accomplishments and name, position of immediate supervisor for a period of at least seven (7) years (inclusive and/or aggregate), at least two (2) years of which are in responsible charge of significant engineering work, from the date the applicant took his/her oath as an Electronics and Communications Engineers or Electronics Engineers.
4. Three (3) certifications signed by three (3) PECE attesting that the experience record submitted by the applicant is factual (not needed for those who have been registered and licensed as ECE under R.A. 5734, for at least seven (7) years.
5. Original NBI Clearance (Private Sector)
6. Original Ombudsman Clearance and NBI Clearance (for those in the government service)

**PROFESSIONAL REGULATORY BOARD OF GEOLOGY**

**Date**

**Name and Address  
of Applicant  
Thru: Name of PRC Regional Office**

Dear **Sir/Maam:**

This refers to your application under Section 26 (Exemption from the Geologists Licensure Examination) of Republic Act No. 10166 or the "Geology Profession Act of 2012".

The Board, after careful review and evaluation of your documents, has agreed to **DISAPPROVE** your application due to: \_\_\_\_\_ (Please state the reason/s) \_\_\_\_\_.

Please be advised that the disapproval of your application shall not preclude you from filing a new application, *provided*, that herein reason/s for disapproval shall have been resolved or addressed.

For your information and guidance.

Thank you.

Very truly yours,

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**Chairperson, Board of Geology**

**PROFESSIONAL REGULATORY BOARD OF GEOLOGY**

**Date**

**Name and Address  
of Applicant  
Thru: Name of PRC Regional Office (RO)**

Dear **Sir/Maam:**

This refers to your application under Section 26 (Exemption from the Geologists Licensure Examination) of Republic Act No. 10166 or the "Geology Profession Act of 2012".

The Board, after careful review and evaluation of your documents, has agreed to **DEFER** your application due to: \_\_\_\_\_ (Please state the reason/s) \_\_\_\_\_.

Please be advised that you have to submit your compliance within ten (10) working days from receipt hereof in accordance with Board Resolution No. \_\_\_\_ (s 2022) or the "Guidelines to Implement Section 26 of Republic Act No. 10166: Exemption from the Geologist Licensure Examination". Your failure to comply with the Board's directive within the given timeline shall cause the disapproval of your application.

You may submit the requested additional documents to the RO at email address: \_\_\_\_\_.

For your information and compliance.

Thank you.

Very truly yours,

\_\_\_\_\_  
**Chairperson, Board of Geology**