



INSTITUTE OF ELECTRONICS ENGINEERS OF THE PHILIPPINES, INC

PRC ACCREDITED INTEGRATED PROFESSIONAL ORGANIZATION NO. 03

52A P. Gomez Street, Poblacion, Mandaluyong City 1550

(02) 8687 7187 • GLOBE: +63 927 984 9011 • SMART: +63 968 682 7532

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ADMINISTRATIVE ORDER No. 011

Series of 2023

THE IECEP VISION

"A world-class organization of humane, competent, virtuous and globally-competitive electronics professionals"

THE IECEP MISSION

"To be the showcase of professional and technical development and a paradigm of excellence in applying the principles of electronics technology for the advancement of humanity"

2023 OFFICERS AND BOARD OF DIRECTORS

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Immediate Past
President

FOR: **ALL CONCERNED**

SUBJECT: **INCENTIVES PROGRAM FOR INSTITUTIONAL EVENT CHAIRS**

DATE **25 APRIL 2023**

This has reference to Institutional Events, namely the Midyear Convention (MIDCON) and the Annual General Membership (AGM) Meeting and Convention.

It can be noted that said institutional events are the organization's main activities in reaching out to the membership as well as generating the needed financial intervention to support the Institute's operations.

To fully recognize the dedication and effort of the chairs of said institutional activities, it is hereby made policy of the Institute to establish an incentive program to acknowledge the contributions of key individuals leading to the successful conduct of MIDCON and AGM.

This is likewise envisaged to initiate interest for upcoming institutional events to be managed and supervised by fully committed electronics engineering professionals.

As a form of incentive and as a token of appreciation, the Convention and the Steering Committee Chairs (referred herewith as Chairs), comprised of a National Director or a duly nominated Officer, and a counterpart Chapter Governor or representative, for the MIDCON and AGM, shall be accorded the following benefits:

- Waived ONE (1) Registration (as Early Bird) for the immediate or upcoming Institutional Event only, within the 1 year of the hosted event
- Full Support for Transportation and Accommodation, for the duration of the event only
- Invitation to Fellowship / Reception, including Industry Tours / Side Events
- Other Incentives, as may be introduced by the incumbent Chairs

To be eligible for the Incentive, the Chairs are required to produce all required reports, which involve submitting the CPD Completion Report to the Professional Regulation Commission within the prescribed timeline and completing the Financial Report for review by the National Auditor.

Should the former not be interested to avail of said incentives, these shall be forfeited in favor of the Institute. It is neither transferrable nor convertible to its monetary equivalent.

As National Directors are provided the same set of benefits, should the former Chairs be a National Director at the time of utilization, the Chairs waive in favor of IECEP Inc. any future utilization beyond the prescribed period of 1 year.

It is hereby clarified that concerned individuals should get in touch prior or during Early Bird Registration Period with the incumbent Convention Chair to communicate and avail the incentive to ensure that time sensitive bookings are kept practical, in favor of the Institute.

Incumbent Chairs are empowered to effectively exercise discretion should utilization be considered prohibitive or impractical due to constraints such as late confirmation. In addition, incumbent Chairs are provided guidance for the inclusion of the utilization of incentives of former Chairs as recoverable expenditure items to the current event.



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Further, former Chairs are invited to render as service volunteers to tasks as may be assigned by the incumbent Chairs.

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Provisions stated on this order are for the guidance of all concerned and effective immediately upon publication to the Medium of General Circulation (MGC), and until modified or superseded accordingly.

Please be guided accordingly.

Engr. Lyle Anthony Jowill G. Villas
National President

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