



INSTITUTE OF ELECTRONICS ENGINEERS OF THE PHILIPPINES, INC. (IECEP)

PRC Accreditation No. (I-APO No. 03)

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THE IECEP VISION

"The 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"

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*"Electronics Technologies
In the Forefront of Disaster
Resiliency"*

Administrative Order No. 2021 - 005

FOR: ALL CHAPTER GOVERNORS

SUBJECT: GUIDANCE ON THE REGISTRATION FEE MATRIX FOR CHAPTER-HOSTED ONLINE CPD PROGRAMS AND ACTIVITIES

Date: March 15, 2021

Relative to the shift towards online learning brought about by the imposition of social distancing guidelines due to COVID-19, **Local and Foreign Chapters** are hereby provided the guidance on the registration fee matrix for Continuing Professional Development (CPD) programs and activities duly approved by the Professional Regulation Commission (PRC), offered and conducted online.

Chapters offering CPD programs and activities *with payments* are hereby provided the following matrix of fees for guidance:

CPD Coverage	Recommended Registration Fee	
	Local Chapters	Foreign Chapters
1 to 2 CPD	Up to 300 PhP	Up to 10 USD
3 to 4 CPD	Up to 600 PhP	Up to 20 USD

** Values indicated are per day, e.g. for a 2-day event at 2 CPD/day, (PhP 0 to PhP 300)/day for 2 days = (PhP 0 to PhP 600) for the event*

Chapters are enjoined to adopt the above-recommended rates to defray operating expenses, while not construing the subject guidance to impose fees on programs and activities intended to be Free-of-Charge (FOC).


It is understood that Chapters may likewise charge nominal and reasonable fees based on their respective marketing strategies to cover promotional merchandise and similar tokens, as well as subscription to online conferencing platforms, subject to proper disclosure to the members and issuance of Official Receipt (OR).

Chapters are likewise allowed to establish membership-based tiered-fee matrix to provide incentives to Chapter Members in terms of the offered CPD programs and activities.

For the purpose of clarification of scope, face-to-face/in-person programs and activities, as well as those zero (0) CPD for self-accreditation, or those exceeding four (4) CPD per day shall not be covered by this **Order**. It is further clarified that above-recommended rates shall be reviewed regularly to assess relevance to the demands of the time.

Clarifications related hereto may be directed to iecep.finance@gmail.com.

For information and guidance.


DR. MISHELL D. LAWAS, PECE
National President, 2021