

**Republic of the Philippines  
Professional Regulation Commission  
Manila**

**Board of Architecture**

**Resolution No. 03,  
Series of 2004**

**ACCREDITATION OF THE UNITED ARCHITECTS OF THE PHILIPPINES, INC. (UAP) AS THE INTEGRATED AND ACCREDITED PROFESSIONAL ORGANIZATION OF ARCHITECTS (IAPOA).**

Whereas, Section 40, Article V of Republic Act No. 9266, known as the "The Architecture Act of 2004", states, to wit:

"Section 40. Integration of the Architecture Profession. – The Architecture profession shall be integrated into one (1) national organization which shall be accredited by the Board, subject to the approval by the Commission, as the integrated and accredited professional organization of architect; *Provided, however,* That such an organization shall be registered with the Securities and Exchange Commission, as a non-profit, non-stock corporation to be governed by By-laws providing for a democratic election of its officials. An architect duly registered with the Board, shall automatically become a member of the integrated and accredited professional organization of architects and shall receive the benefits and privileges provided for in this Act upon payment of the required fees and dues. Membership in the integrated and accredited professional organization of architects shall not be a bar to membership in other associations of architects". (Underscoring supplied).

Whereas, on 19 May 2004, the United Architects of the Philippines, Inc. (UAP) submitted its Petition for Accreditation as the Integrated and Accredited Professional Organization of Architects (IAPOA) with the Board;

Whereas, an evaluation of the corporate papers of the UAP shows that it is a non-stock, non-profit corporation governed by By-laws providing for a democratic election of its officials;

Whereas, the hereunder considerations, standards, and factors are being invoked by UAP in support of the Petition thereof:

1. The UAP is the largest organization of architects in the Philippines with membership of more than 12,700 architects comprising more than 75% of all registered and licensed architects in the country;
2. The UAP is a member of international and regional organizations of architects such as Union Internationale des Architectes (UIA), Architects Regional Council Asia (ARCASIA), and Eastern Regional Organization for Planning and Housing (EAROPH);
3. The UAP was adjudged the Most Outstanding Professional Organization in 2002 by the Professional Regulation Commission;
4. The petition for accreditation of UAP as the IAPOA is duly supported by three (3) other organizations of architects, namely: The Philippine Institute of Architects (PIA), the Architecture Advocacy International Foundation, Inc. (AAIF), and the Council of Consulting Architects and Planners of the Philippines (CCAPP);

Whereas, the foregoing clearly indicates that the integration of the Architecture profession as mandated by Republic Act No. 9266 will be better served by the accreditation of the UAP as the Integrated and Accredited Professional Organization of Architects (IAPOA); and

Whereas, UAP's documents and papers in support of the Petition thereof are in order, since they are in accordance with the PRC Res. No. 2004-178, Series of 2004 and other pertinent issuances or policies.

Now, Therefore, by virtue of Rule 2 of Res. No. 2004-178, series of 2004, the Board hereby resolved as it is now resolves to grant, subject to approval by the Commission, the United Architects of the Philippines, Inc.'s., (UAP) Petition for Accreditation as the Integrated and Accredited Professional Organization of Architects (IAPOA), and, accordingly, to issue thereto

the Certificate of Accreditation signed by the Chairman and Members of the Board and the Chairperson of the Commission with this No. \_\_\_\_ dated \_\_\_\_\_ upon payment of the prescribed fee therefore.

Further resolved, as the IAPOA, the UAP is enjoined:

1. To encourage registered and licensed architects who are not yet members of the UAP to join the said organization and be integrated into this IAPOA.
2. To insure the accomplishment of the purposes, duties, and responsibilities prescribed in R.A. No. 8981 and R.A. No. 9266 and their IRRs and the Constitution and By-laws of the UAP.
3. To keep and make up-to-date its roster/roll of members.
4. To charge and collect reasonable fees from its members and to provide them the benefits and privileges they are entitled to, pursuant to the Constitution and By-laws of the UAP.
5. To motivate the members to undergo the Continuing Professional Education (CPE) Programs.
6. To comply with the relevant Rules in Res. No. 2004-178, Series of 2004.

Done in the City of Manila this 23<sup>rd</sup> day of June, 2004.

(Sgd) Eugene G. Gan  
*Chairman*

(Sgd) Fernando L. Santos  
*Member*

(Sgd) Miguel R. Caluza  
*Member*

Attested to:

(Sgd) Carlos G. Almelor  
*Secretary, Professional Regulatory Boards*

Approved:

(Sgd) Antonietta Fortuna-Ibe  
*Chairperson*

(Sgd) Avelina A. De La Rea  
*Commissioner*

(Sgd) Leonor Tripon-Rosero  
*Commissioner*

Republic of the Philippines  
Professional Regulation Commission  
Manila

BOARD OF ARCHITECTURE  
Resolution No. 02  
Series of 2005

**RESOLUTION REQUIRING REGISTERED AND LICENSED ARCHITECTS TO SUBMIT THEIR VALID CERTIFICATES OF UAP MEMBERSHIP AND OFFICIAL PAYMENT RECEIPTS FOR ANNUAL/LIFETIME MEMBERSHIP DUES AS A PREREQUISITE FOR ISSUANCE OF CERTIFICATES OF REGISTRATION AND PROFESSIONAL IDENTIFICATION CARDS AS ARCHITECT OR FOR RENEWAL OF THE FOREGOING CARDS**

WHEREAS, Sec. 40. (Integration of the Architecture Profession), Art. V of R.A. No. 9266, "The Architecture Act of 2004", states, *inter alia*, to wit:

- 1) the integration of the said profession into one (1) national organization which shall be accredited by the Board of Architecture, subject to the approval of the Professional Regulation Commission, as the integrated and accredited professional organization of architects (IAPOA);
- 2) the automatic membership by a registered and licensed architect to the said accredited organization;
- 3) the receipt of his/her benefits and privileges; and
- 4) his/her payment of the required membership fees and dues.

WHEREAS, pursuant to Board Res. No. 3, Series of 2004, the Board subject to approval by the Commission, accredited the UAP as the integrated accredited national professional organization of architects; henceforth, an architect duly registered and licensed with the Board and the Commission shall automatically become a member of UAP and, accordingly, he/she is entitled to "receive the benefits and privileges provided for and described in its by-laws upon payment of required fees and dues" (Sec. 40, 1.a., Rule V of Board Res. No. 07, Series of 2004, the "IRR of the Architecture Act of 2004").

WHEREAS, "Bona fide members of the UAP practicing the architectural professional shall be required to provide their official IAPOA (Integrated and Accredited Professional Organization of Architects, the UAP) membership number and receipt number together with their PRC Registration Number and professional tax receipt (PTR) on official documents prepared by them for purposed of obtaining governmental regulatory permits and licensed" (Sec. 40, 1.b., Rule V, supra Board Res. No. 07). (Underscoring supplied).

WHEREAS, there is a need to bind all registered and licensed architects who are automatic members of the IAPOA under the law and the IRR to register with the UAP as members thereof.

WHEREAS, the submission of Certificate of UAP Membership together with the Official payment receipt of the membership dues before the issuance of Certificate of Registration and Professional Identification Card or the renewal of the foregoing card will address the eventual membership with the UAP and the payment thereto of the membership dues by those registered and licensed architects who are not yet bonafide members at the time of the said issuance or renewal.

NOW, THEREFORE, the Board hereby resolved, as it now resolves, to require a register and licensed architect to submit his/her valid certificate of UAP membership bearing, among others, his/her UAP membership number together with the official receipt of payment of his/her UAP membership dues (lifetime or annual), prior to issuance of the Certificate of Registration and Professional Identification Card or to the renewal of the foregoing card.

RESOLVED, FURTHER, the President, UAP furnish the PRC Registration Division a copy of the updated official registry of bona fide UAP members indicating their membership and annual or lifetime dues official receipt numbers:

This Resolution shall take effect after fifteen (15) days following its full and complete publication in the Official Gazette or any newspaper of general circulation.

Let copy hereof be furnished to the Chief, PRC Registration Division, the UAP, the Philippine Institute of Architects, Inc. (PIA), the PRC Regional Directors for dissemination to all concerned.

Done in the city of Manila, this 27<sup>th</sup> day of April, 2005.

(Sgd) Eugene G. Gan  
*Chairman*

(Sgd) Fernando L. Santos  
*Member*

(Sgd) Miguel R. Caluza  
*Member*

Attested to:

(Sgd) Carlos G. Almelor  
*Secretary, Professional Regulatory Boards*

Approved:

(Sgd) Leonor Tripon-Rosero  
*Chairperson*

(Sgd) Avelina A. De La Rea  
*Commissioner*

(Sgd) (vacant)  
*Commissioner*

Republic of the Philippines  
Professional Regulation Commission  
Manila

BOARD OF ARCHITECTURE  
MEMORANDUM CIRCULAR NO. 2005-08  
Series of 2005

TO THESE DEPARTMENTS: JUSTICE, FOREIGN AFFAIRS, HEALTH, INTERIOR AND LOCAL GOVERNMENT, PUBLIC WORKS AND HIGHWAYS, BUDGET AND MANAGEMENT, TRADE AND INDUSTRY, LABOR AND EMPLOYMENT; THESE COMMISSIONS: CIVIL SERVICE, SECURITY AND EXCHANGE; THESE BOARDS: PHILIPPINE CONTRACTORS ACCREDITATION, PHILIPPINE DOMESTIC CONSTRUCTION, CONSTRUCTION INDUSTRY ARBITRATION; NATIONAL BUREAU OF INVESTIGATION, PHILIPPINE NATIONAL POLICE.

SUBJECT ENFORCEMENT OF THE PROVISIONS OF R.A. NO. 9266, 'THE ARCHITECTURE ACT OF 2004'; BOARD RESOLUTION NO. 07, SERIES OF 2004, THE "IRR OF THE ARCHITECTURE ACT OF 2004"; R.A. NO. 8981, THE "PRC MODERNIZATION ACT OF 2004"; PRC RESOLUTION NO. 01, SERIES OF 2001, THE IRR OF R.A. NO. 8981.

The Professional Regulation Commission (PRC) and the Board of Architecture (BOA), for the effective enforcement of the provisions of R.A. No. 9266, Board Res. No. 07, Series of 2004, R.A. No. 8981, and PRC Res. No. 01, Series of 2001; and the prosecution of the violators thereof do hereby seek, request, or call the assistance of the above-mentioned constituted agencies, including officers of national, provincial, city or municipal government of any political subdivision thereof, pursuant to Sec. 44, Art. V of R.A. No. 9266 and Sec.. 44, Rule V of Board Res. No. 07, Series of 2004.

The Secretary of Justice, or his duly designated representative, shall act as legal adviser to the PRC and the BOA; and shall render legal assistance as may be necessary in carrying out the afore-said laws and their respective IRRs.

The Memoranda of Agreement (MOAs) entered into , by, and between the PRC and some of the afore-stated agencies and the other MOAs that the other agencies may subsequently enter into with the PRC shall aid the concerned agencies in enforcing, implementing, and carrying out the provisions of above-stated laws and IRRs.

Strict compliance herewith is hereby enjoined.

Manila Philippines  
July 5, 2005

EUGENE G. GAN  
Chairman  
Board of Architecture

Noted:

LEONOR TRIPON-ROSERO  
Chairperson  
Professional Regulation Commission

Republic of the Philippines  
Professional Regulation Commission  
Manila

BOARD OF ARCHITECTURE  
Resolution No. 04  
Series of 2005

ADOPTION OF THE LOGBOOK OF DIVERSIFIED ARCHITECTURAL EXPERIENCE, A DOCUMENT FORMULATED BY THE UNITED ARCHITECTS OF THE PHILIPPINES, INC. (UAP), THE INTEGRATED AND ACCREDITED PROFESSIONAL ORGANIZATION OF ARCHITECTS (IAPOA)

WHEREAS, SEC. 13 (c), Article III of RA 9266, requires that candidate for licensure examination in architecture must have a specific record of at least (2) years or equivalent of diversified architectural experience duly certified by a registered/licensed architect.

WHEREAS, the United Architects of the Philippines (UAP), the integrated and accredited professional organization of architects, submitted to the Board UAP Document No. 210 entitled "Logbook of Diversified Experience in Architecture" which the Board approved and adopted in Board Resolution No. 01, Series of 2000.

WHEREAS, for the reason stated in Board Resolution No. 5, Series of 1993, the requirement of diversified experience in licensure examination has not been implemented and in the same Resolution the Board resolved "to require mandatory and unconditionally the submission of the Logbook of Diversified Experience in Architecture" beginning with the second schedule of examination in 1995.

WHEREAS, the Board of Architecture realizes that UAP Document No.210, as approved and adopted, needs revisions to reflect the detailed diversified training in the different phases of the Practice of Architecture conforming to RA 9266 and its Implementing Rules and Regulations, total number of hours rendered by a candidate for examination, the period covered by the training, date when mentor signed the logbook, his/her address, valid IAPOA number, valid PTR No., UAP control number, check list of documents and other details for facility in processing of application for examination, easy notification and for administrative controls.

WHEREOF, the Board resolved as it hereby resolves to request the United Architects of the Philippines (UAP), which drafted the Logbook of Diversified Experience in Architecture under UAP Document No. 210, Series of 2000, to revise the said document in accordance with above observations.

Let copy of this Resolution be furnished the President of the UAP for the desired revision of UAP Document No. 210.

Done in the City of Manila, this 6th day of December 2005.

(Sgd) Eugene G. Gan  
*Chairman*

(Sgd) Fernando L. Santos  
*Member*

(Sgd) Miguel R. Caluza  
*Member*

Attested to:

(Sgd) Carlos G. Almelor  
*Secretary, Professional Regulatory Boards*

Approved:

(Sgd) Leonor Tripon-Rosero  
*Chairperson*

(Sgd) Avelina A. De La Rea  
*Commissioner*

(Sgd) Renato B. Valdecantos  
*Commissioner*

Republic of the Philippines  
Professional Regulation Commission  
Manila

Board of Architecture

Resolution No. 05  
Series of 2005

**PRESCRIPTION BY THE BOARD OF THE DESIGN, SIZE, AND CONTENTS OF THE DRY SEAL FOR USE BY A DULY LICENSED ARCHITECT**

Whereas, Sec. 20, Art III of R.A. No. 9266, known as "The Architecture Act of 2004", and Sec. 20 Rule 20 of Board Res. No. 07, series of 2004, cited as the "IRR of the Architecture Act of 2004", states, to wit:

"Section 20. *Seal, Issuance and Use of Seal.* – A duly licensed architect shall affix the seal prescribed by the Board bearing the registrant name, registration number and title "Architect" on all architectural plans, drawings, specifications and all other contract documents prepared by or under his/her direct supervision"; and (Underscoring supplied)

Whereas, the last Paragraph of Sec. 20 Rule III of supra IRR reads as follows: "The Board shall prescribe the design, size and contents of the dry seal to be used in signing and sealing of architectural plans, drawings, specifications, contract documents and architectural permit prepared by or under his/her direct supervision"; (Underscoring supplied)

Now, therefore, the Board resolves, as it is hereby Resolved, to prescribe the dry seal with the design, size, and contents, as presented in Annex "A" for mandatory use by a duly licensed architect in signing and sealing of architectural plans, drawings specifications, contract documents and architectural permit prepared by or under his/her direct supervision.

The Office of the Secretary, Professional Regulatory Boards, PRC shall have the custody of the said dry seal.

This Resolution shall take effect after fifteen (15) days following its complete and full publication in the *Official Gazette* or any newspaper of general circulation in the Philippines.

Let copy of this Resolution be furnished to the President, United Architects of the Philippines (UAP), Inc. for distribution to affiliate architectural organizations and concerned governmental agencies for wide and extensive dissemination to all concerned.

Done in the City of Manila, this 22<sup>nd</sup> day of December, 2005.

(Sgd) Eugene G. Gan  
*Chairman*

(Sgd) Fernando L. Santos  
*Member*

(Sgd) Miguel R. Caluza  
*Member*

Attested to:

(Sgd) Carlos G. Almelor  
*Secretary, Professional Regulatory Boards*

Approved:

(Sgd) Leonor Tripon-Rosero  
*Chairperson*

(Sgd) Avelina A. De La Rea  
*Commissioner*

(Sgd) Renato B. Valdecantos  
*Commissioner*

**Republic of the Philippines  
Professional Regulation Commission  
Manila**

**BOARD OF ARCHITECTURE  
Resolution No. 02  
Series of 2006**

**ADOPTION AND PROMULGATION OF THE CODE OF ETHICAL CONDUCT FOR REGISTERED AND LICENSED ARCHITECTS AND FOR HOLDERS OF TEMPORARY/SPECIAL PERMITS UNDER R.A. NO. 9266, KNOWN AS “THE ARCHITECTURE ACT OF 2004”**

Pursuant to section 7 (g). Article II of R.A. No. 9266, known as the “Architecture Act of 2004”, cited as IRR of the Architecture Act of 2004”, the Professional Regulatory Board of Architecture (hereinafter- called Commission), resolves, as it is hereby resolved, to adopt and promulgate the hereunder Code of Ethical Conduct for Registered and Licensed Architects and for holders of temporary/special permits under the said R.A. No.9266 and Board Res. No. 07 as Prescribed and issued by the United Architects of the Philippines, Inc. (UAP), the Integrated and Accredited Professional Organization of Architects (IAPOA) in the Philippines by virtue of Board Res. No. 03, Series of 2004 as approved by the Commission.

**Article I – GENERAL PROVISIONS**

**Section 1 – *Traits of Architects***

The profession of Architecture calls for men and women of the highest, responsiveness, business acumen, sensibility, as well as artistic and technical ability.

**Section 2 – *Duties and Responsibilities***

The Architect’s honesty of purpose must be beyond reproach; he/she acts as professional adviser to his/her advice must be unprejudiced; he/she is charge with the exercise of mediation and conciliation functions between Client and Contractor and must act with entire impartiality; he/she has moral responsibilities to his/her professional associates and subordinates; and he/she is engaged in a profession which carries with it grave responsibilities to the public. These duties and responsibilities cannot be properly discharged unless his/her motives, conduct, sense of moral values, sensitivity, and ability are such as to command respect and confidence.

**Article II – THE ARCHITECT’S RESPONSIBILITIES IN RELATION TO THE PEOPLE**

**Section 3 – *Relations with the Public***

The Architect is engaged in a profession which carries with it civic responsibilities towards the public, whether such responsibilities are the natural outcome of good citizenship or of his/her professional pursuit, or whether they partake of informative and educational matters or of his/her normal interest in public welfare; and, accordingly, he or she

- 3.1 shall respect and help conserve the system of values and the natural, historic, and cultural heritage of the community in which he/she creates architecture. He/she shall strive to improve the environment and the life and habitat within it in a sustainable manner, fully mindful of the effect of his/her work on the widest interest of all those who may reasonably be expected to use the product of his/her work.
- 3.2 shall promote the interest of his/her professional organization and do his/her full part of the work to enhance the objectives and services of the organization. He/she should share in the interchange of technical information and experience with the other design professions and the construction industry.
- 3.3 as a good citizen shall abide by and observe the laws and regulations of the government and comply with the Code of Ethical and the Standards of Professional Practice. He/she at all times endeavor to properly observe the laws on the practice of architecture and on the planning and design of buildings and their environs. He/she shall at no time act in a manner detrimental to the best interest of the architectural profession.
- 3.4 shall not use paid advertisement, nor use self-laudatory, exaggerated, or misleading publicity. However, he/she may, in the context of advancing public knowledge of the

Architect's function in society, as well as of the architecture itself, opt to write books, be a regular columnist of a publication, or be a contributor to the preparation of any other literature, or actively participate in any forum, seminar, workshop, or similar assemblies through or visual presentations and in the process, show his/her own true worth as a professional, in which case he/she may receive remuneration or honorarium for such undertakings.

- 3.5 shall not solicit, nor permit to solicit, in his/her name advertisements or other support towards the cost of any publication presenting his/her work. He/she shall refrain from taking part in paid advertisement endorsing any materials of construction or building equipment.
- 3.6 shall not deceive the public as to his/her professional competence, nor claim any professional specialization unless supported by the academic qualification, track record on relevant expertise, professional resources available to him/her which will enable to handle the work particularly requiring such specialization and sanction by his/her peers in the profession.
- 3.7 may exhibit his/her professional shingle outside his/her office, or display a project billboard indicating relevant information, which may include pictorial reproduction thereof, in a modest manner.

### **Article III - THE ARCHITECT'S RESPONSIBILITIES IN RELATION TO HIS/HER CLIENT**

#### ***Section 4 – Relations with the Client***

The Architect's relation to his/her Client is dependent upon good faith. To ensure the continued existence of such state of good relationship, the Architect's position carries with relationship, the Architect's position carries with it certain moral obligation to his/her Client and to himself/herself. The Architect shall always endeavor to protect the Client interests but never at the expense of higher public interests and public welfare; and, accordingly, he/she

shall introduce to a prospective Client the professional services he/she is able to perform provided it is limited to the presentation of example of his/her professional experience and does not entail the offering of free preliminary sketches or other services without the benefit of an agreement with the Client for legitimate compensation.

shall acquaint or ascertain from the Client, at the very inception of their business relationship, the nature and scope of his/her services and properly inform the Client of the corresponding professional fees.

shall advise a Client against proceeding with any project whose practicability may be questionable due to financial or legal important and/or exigent conditions, even if such may mean the loss of a prospective commission to the Architect.

shall explain the conditional character of estimates and in no case shall he/she guarantee any estimates or cost of the work in order to secure a commission, unless provided for by law, as in certain government projects.

shall consider the needs and stipulation of his/her Client and the effects of his/her work upon the life and well-being of the public and the community as a whole, and shall endeavor to meet the aesthetic and functional requirements of the project commensurate with the Client's budget.

shall bill his/her Client for services rendered a professional fee commensurate with the work involved and with his/her professional standing and experience based upon the Basic Minimum Fee prescribed under the "Standards of Professional Practice".

shall undertake the construction of a project even when plans were prepared by him/her it conforms with pertinent sections of the "Standards of Professional Practice".

shall be compensated for his/her services solely his/her professional fee billed directly to the Client. He/she shall not ask for any other returns in whatever form from any interested source other than the Client.

shall be free in his/her investment and business relations outside of his/her profession from any financial or personal interest which tend to weaken his/her standing as an

unprejudiced and honest adviser, free to act in his/her Client's best interests. If the Architect has any other business interest/s which would relate to or affect the interest of the Client, he/she should inform the Client of such a condition or situation.

shall include in his/her agreement with the Client a clause providing for negotiation, mediation/conciliation and/or arbitration as alternative methods for the settlement of disputes.

shall carry out his/her professional work without undue delay and within an agreed reasonable time limit.

shall keep the Client informed at all times of the progress of the work undertaken on the Client's behalf and of any issue that may affect project quality and cost.

#### **Article IV - THE ARCHITECT'S RESPONSIBILITIES IN RELATION TO THE CONTRACTOR**

##### ***Section 5 – Relations with Contractor***

The Contractor depends upon the Architect to safeguard fairly the Contractor's interests as well as those of the client; and, accordingly he or she

- 5.1 shall give the Contractor every reasonable assistance to enable him/her to fully understand the contents of the Contract Documents by furnishing clear, definite, and consistent information on all pertinent contract documents to avoid unnecessary mistakes that may involve extra costs to either the Contractor or the Client.
- 5.2 shall not knowingly call upon the Contractor or remedy oversights or error in the Contract Documents to the Contractor's or the Owner's financial disadvantage.
- 5.3 shall, immediately upon his/her personal knowledge and inspection, reject or condemn material, equipment, or workmanship which is not in conformity with the Contract Documents in order not to cause unnecessary delay and additional expense to the Contractor.
- 5.4 shall reject any offer of free professional engineering or allied design service/s, or receive any substantial aid, gifts, commissions, or favors from any Contractor or Sub-contractor which will tend to place him/her any kind of obligation to return such favors.
- 5.5 shall promptly inspect each phase of the work completed and if found according to the terms of the Documents, issue the corresponding Certificates of Payment and the final Certificate of Completion, respectively to the Contractor.

#### **Article V - THE ARCHITECT'S RESPONSIBILITIES IN REALTION TO MANUFACTURES, DEALERS, AND AGENTS**

##### ***Section 6 – Relation with Manufactures, Dealers, and Agents***

An exchange of technical information between the Architect and those who manufacture, supply, and handle building materials or equipment is necessary and, therefore, encouraged and commended, provided that: he/she

shall not solicit free professional engineering/allied design or other technical services from manufactures or suppliers of building materials or equipment when these are accompanied by an obligation detrimental to the best interest of the Client or which may adversely affect the Architect's professional opinion.

shall not seek commissions, discounts, fees, gifts, or favors from agents or firms handling building materials or equipment which may place him/her in a reciprocal frame of mind. All market discounts shall be credited to the Client.

#### **Article VI - THE ARCHITECT'S RESPONSIBILITIES IN REALATION TO HIS/HER COLLEAGUES AND SUBORDINATES**

**Section 7 – Relations with his/her colleagues and subordinates (his/her big and small brothers/sisters)**

The Architect has moral responsibilities towards his/her profession, his/her colleagues, and his/her subordinates; and, accordingly, he or she

- 7.1 shall not render professional services without a professional service agreement. He/she neither offer nor provide preliminary services on a conditional basis prior to definite agreement with the Client for the commission of the project.
- 7.2 shall abide by the Basic Minimum Fee prescribed under the “Standards of Professional Practice”. He/she shall not use donation of professional services as a device for obtaining competitive advantage except for worthy civic or religious projects. Neither shall he/she submit solicited or unsolicited sketches or drawings in competition with other Architects unless such competitive arrangements are conducted substantially under the terms of the Architectural Competition Code.
- 7.3 shall not, in any case, enter as competitor in any Architectural Competition when he/she has direct involvement in the formulation of the Program thereof, or when he/she has been engaged to act as Professional Adviser or Juror for such competition. Neither shall the Architect accept and act as professional adviser or juror in any architectural competition when he/she has had information or has reviewed or assisted in the preparation of such competition. Nor shall be retained as a professional adviser in a competition, accept employment as an Architect for that competition project, except as Consulting Architect.
- 7.4 shall not, under any circumstances or through any means, solicit any project already known to him/her previously committed to another Architect, whether such a commitment is still in the process of negotiation or has already been definitely agreed upon.
- 7.5 shall not undertake a commission for which he/she knows that another Architect has been previously employed unless he/she notifies the other Architect of the fact in writing and has conclusively determined that the original employment has been terminated and duly compensated for.
- 7.6 shall not undertake a commission for additions, rehabilitation, or remodeling of any erected structure undertaken previously by another Architect without duly notifying him of the contemplated project even when the Client/Owner is no longer the same. When the greater mass, area, or design of the original structure is substantially maintained, the new Architect should limit his/her advertisement or claim only to the extent of the specific work he/she has done to the structure. Whenever the nature of work involved examples of our architectural heritage, the Architect must look at all possibilities of restoration.
- 7.7 shall not maliciously or unfairly criticize, or discredit another Architect or the latter’s work.
- 7.8 shall refrain from associating himself/herself with, or allowing the use of his/ her name by any enterprise that may negatively affect himself/herself or the architectural profession.
- 7.9 shall not affix his/her signature and seal to any plans or professional documents prepared or entities and not done under his/her direct personal supervision.
- 7.10 shall provide employees and subordinates with a suitable work environment, compensate them fairly, and facilitate their professional advancement. He/she shall tutor and mentor the young aspirants towards the ideals, functions, duties, and responsibilities leading to the ethical practice of the architectural profession.
- 7.11 shall unselfishly give his/her share in the transfer of technical knowledge and experience to his/her colleagues and young aspirants and do his/her part in fostering unity in the furtherance of the profession.
- 7.12 shall unselfishly give his/her time and effort to the advancement of the profession thru his/her active and personal commitment and involvement with the Integrated and

Accredited Professional Organization of Architects (IAPOA) and in undertaking specific advocacy work to ultimate benefit the architectural profession.

- 7.13 shall ensure that the conduct of his/her professional practice abides by appropriate and effective internal procedures, including monitoring and review processes, as well as sufficient qualified and supervised staff to enable the firm to function efficiently.
- 7.14 shall neither appropriate the intellectual property of, nor unduly take advantage of the ideas of another architect without express authority from the originating architect.
- 7.15 shall build his/her professional reputation on the merits of his/her own service and performance and shall strive to continuously update his/her professional know how. He/she shall recognize and give credit to others for professional work performed.
- 7.16 shall not, when offering services as an independent consultant, quote a fee without first receiving an official invitation for him/her to do so. The Architect must have sufficient information on the nature and scope of the project to enable him/her to prepare a fee proposal clearly indicating the services covered by the fee in order to protect the Client and public from under-resourcing or underpricing by some unscrupulous parties.
- 7.17 shall not undertake professional work unless the parties shall have clearly agreed in writing to the terms of the architectural commission, to wit:
  - 7.17.1 scope of work,
  - 7.17.2 delineation of responsibilities,
  - 7.17.3 any limitation of responsibilities,
  - 7.17.4 fee or method of calculating it,
  - 7.17.5 mode of alternative dispute resolution, and
  - 7.17.6 any provision for termination.
- 7.18 shall continue to raise the standards of aesthetic excellence, functional logic, architectural education, research, training, and practice.
- 7.19 shall, as appropriate, promote the allied arts and contribute to the knowledge and capability of the construction and industry.
- 7.20 if he/she possesses substantial information which leads to a reasonable belief that another Architect has committed a violation of this code, shall file a formal complaint with the designed body.
- 7.21 if he/she is leaving his/her Architect-Employer shall not, without the permission of the latter, take with him/her designs, drawings, data, or other relevant materials even if personally performed by him/her. On the other hand, the Architect-Employer shall not unreasonably withhold such permission, except when some confidentiality of any such documents must be reasonably protected.
- 7.22 shall not discriminate on grounds of race, national origin, age, gender, marital status, religion, or any disability which would hinder the performance of his/her professional work.

## **Article VII - ARCHITECTS CREDO**

***Section 8 – Any registered and licensed architect shall recite with vigor, passion, and hope the Architect’s Credo during special or important occasion, e.g., mass oath taking, IAPOA’s affairs, PRBOA’s event. The Architect’s Credo shall be the following:***

I shall work with this virtuous commitment: to exercise to the utmost my duty to myself, my country, and my God.

I shall uphold the ideals, follow the norms of conduct of a noble profession, and endlessly endeavor to protect and further its just ends.

I shall abide by the laws, rules, legal orders, statutory policies, and measures of my country; the Code of Ethical Conduct and the Standards of Professional Practice; and the Articles of Incorporation and By-Laws of the Integrated and Accredited Professional Organization of Architects (IAPOA).

I shall humbly seek success not through the measure of solicited personal publicity, but by industrious, meaningful application to my work, and strive to merit a reputation for quality of service and for equitable dealing.

I shall ask for fair remuneration for my professional services from my Client, and hold his/her interest over and above my own.

I shall disclose, whenever required, any private business investments or ventures that may tend to create a conflict of interest, and ensure that such conflict does neither compromise the legitimate interests of my Clients nor interfere with my duty to render impartial judgment.

I shall exercise my professional prerogatives always with the highest level of integrity.

I shall inspire, by my behavior the loyalty of my associates and subordinates, and take upon me the mentorship of the aspirants to the profession.

I shall confine my criticisms and praises within constructive and inspirational limits, and never resort to these means to promote any malicious motives.

I shall dedicate myself to the pursuit of creative endeavor towards the goal of enlightened Art and Science, generously sharing the benefits of my research, experience, and expertise.

I shall treasure my being a holder of a valid certificate of registration and a valid professional identification card as registered and licensed architect and of a valid membership card with the IAPOA.

I shall consecrate myself to the highest standard of professionalism, integrity, and competence to the public, to the Client, to the contractor, to the manufacturers, dealers, and agents, and to colleagues and subordinates who are the direct and indirect users and beneficiaries of my architectural services.

## **Article VIII - MISCELLANEOUS PROVISIONS**

### ***Section 9 – Liabilities and Penalties***

Any registered and licensed architect or a grantee of a temporary/special permit who violates any provision of this Code shall be liable under Sec.23(f), Art III and Sec.29, Art.IV of R.A. No. 9266 and under Sec.23 (f), Rule III and Sec. 29, Rule IV of Board Res. No. 07, Series of 2004; and accordingly, shall be meted out with the penalty of suspension or revocation of the validity of certificate of registration, or cancellation of special/temporary permit by the Board, and/or of a fine of not less that One hundred thousand pesos (Php. 100,000.00) but not more than Five million pesos (Php. 5,000,000.00) or to suffer imprisonment for period of not less than six(6) months or not exceeding six (6) years, or both, at the discretion of the court, respectively.

### ***Section 10 – Separability Clause***

If any section or part of the herein Resolution shall be declared unconstitutional or invalid, such declaration or judgment shall not affect, invalidate, or impair the other sections or provisions thereof or part thereof directly involved in which such judgment has been rendered.

### ***Section 11 – Effectivity Clause***

The herein Resolution shall take effect after fifteen (15) days following its full and complete publication in the Official Gazette or any daily newspaper of general circulation in the Philippines.

Done in the City of Manila, this 5<sup>th</sup> day of April, 2006

(Sgd) Eugene G. Gan  
*Chairman*

(Sgd) Fernando L. Santos  
*Member*

(Sgd) Miguel R. Caluza  
*Member*

Attested to:

(Sgd) Carlos G. Almelor  
*Secretary, Professional Regulatory Boards*

Approved:

(Sgd) Leonor Tripon-Rosero  
*Chairperson*

(Sgd) Avelina A. De La Rea  
*Commissioner*

(Sgd) Renato B. Valdecantos  
*Commissioner*