



Department of Public Works and Highways  
Bureau of Research and Standards

## ACCREDITATION OF CONTRACTORS'/CONSULTANTS' MATERIALS ENGINEERS APPLICATION FORM FOR WRITTEN EXAMINATION

\_\_\_\_\_  
Date of Examination

APPLICATION NUMBER

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1. Recent passport photo with white background. [Two (2) pieces].
2. Formal attire.
3. No Name tag.
4. Strictly no selfie photo.

**NOTE:** The examination is **STRICTLY** for Civil Engineers employed by private companies. **Government, GOCC** and **Job Order Engineers** are **NOT ALLOWED** to take the written examination. The BRS shall invalidate any examination results of examinees eventually found as **Government, GOCC** and **Job Order engineers**.

Name : \_\_\_\_\_  
(Surname) (Firstname) (Middlename) (Suffix, if any)

PRC License Number : \_\_\_\_\_ Valid Until \_\_\_\_\_

Home Address : \_\_\_\_\_

: \_\_\_\_\_

Office Name : \_\_\_\_\_

Office Address : \_\_\_\_\_

Position : \_\_\_\_\_ TIN No. \_\_\_\_\_

Mobile No. : \_\_\_\_\_ / \_\_\_\_\_ Office Tel No. \_\_\_\_\_

Nationality : \_\_\_\_\_ Sex \_\_\_\_\_ Civil Status \_\_\_\_\_ Birthdate \_\_\_\_\_

Education (Limit to Tertiary Level Up)  
(Degree) (School) (Year Graduated)

\_\_\_\_\_

\_\_\_\_\_

Preferred Venue of Examination

☐

Manila

☐

Cebu City

☐

Davao City

I certify to the correctness of the foregoing.

Checked by:

\_\_\_\_\_  
Position  
(DPWH QAHD) Personnel)

\_\_\_\_\_  
Date

Applicant's Signature  
Sign **inside** the box

## Privacy Notice and Consent

The Department of Public Works and Highways (DPWH) collect and process your personal data in accordance with the Data Privacy Act of 2012 and our organizational policies. The personal data we collect may include your name, contact information, and any other details relevant to our services. The data will only be processed for specific purposes related to the operation of Bureau of Research and Standards and its services.

We take your privacy seriously and implement safeguards to protect your personal data from unauthorized access, disclosure, and misuse. These measures include secure systems, encryption, and strict access controls. However, all data processing involves inherent risks, and we strive to mitigate those risks through careful management and regular reviews of our processes.

You have the following rights under the law:

- ✓ Right to be informed
- ✓ Right to object
- ✓ Right to access
- ✓ Right to correct
- ✓ Right to erasure or blocking
- ✓ Right to file a complaint
- ✓ Right to damages
- ✓ Right to data portability

Our Data Protection Officer (DPO) can assist you with privacy-related inquiries, concerns, or requests. You may contact the DPO through the following:

**Undersecretary MARICHU A. PALAFOX**  
**Data Protection Officer**

Department of Public Works and Highways  
Bonifacio Drive, Port Area, Manila, Philippines  
Email: dpo@dpwh.gov.ph  
Tel: +63 5304 3242

### Consent and Acknowledgement

I have read and understood this Privacy Notice. I voluntarily give my consent to the *Bureau of Research and Standards* to collect, use, and process my personal data for *Written Examination for Accreditation of Contractors'/Consultants' Materials Engineers* in accordance with the Data Privacy Act of 2012.

**Signature:** \_\_\_\_\_  
**Printed Name:** \_\_\_\_\_  
**Date:** \_\_\_\_\_

## **INSTRUCTIONS**

1. Fill-out (type or print) all the applicable spaces of the Application Form legibly
2. Attach to this Application Form the following requirements:
  - a. Certificate of Employment (COE), if employed, a duly Notarized Affidavit indicating that he/she is:
    - currently unemployed;
    - not connected with any government agency; and
    - not working abroad or about to work abroad any time soon.
  - b. Photocopy of valid Professional Regulation Commission (PRC) License as Civil Engineer (not expired and with signature).
  - c. Two (2) pieces recent passport size photo with white background.
    - Formal attire.
    - No Name tag.
    - Strictly no selfie photo.
3. Submit the Application Form and the requirements to:

**THE CHIEF**

Quality Assurance and Hydrology Division (QAHD)  
Any DPWH Regional Office

4. Application forms must be received, checked, stamped and sealed by the DPWH Regional Office and submit to Bureau of Research and Standards (BRS) at least thirty (30) working days before the scheduled accreditation examination.
5. Applicants shall obtain the Notice of Examination Schedule from the DPWH Regional Office where the application was filed within, one (1) week before the scheduled examination. The notice shall confirm the date, time and place of examination. This notice must be presented to the DPWH examination proctor during the examination.

### **EXAMINATION COVERAGE**

Construction materials specifications, sampling and testing procedures, test results calculations/interpretation/evaluation, DPWH minimum testing requirements, materials quality control terminologies/practices, duties and responsibilities of materials engineers, and quality control implementation/documentation.