



PRC CPE COUNCIL FOR ACCOUNTANCY PICPA CPE COUNCIL



August 5, 2010

To All Accredited CPE Providers

Gentlemen:

This refers to the **CPE Monitoring System** which we announced to all the training service providers during the 2nd CPE Forum which was held last February 26, 2010 at the PICPA National Office. We are pleased to inform you that the mechanics and structure of the said system are already in place and the system will be implemented for programs to be conducted starting September 1, 2010.

The implementation of the monitoring system is based on the provisions of the Republic Act No. 9298 (Philippine Accountancy Act of 2004) which provides the PRC CPE Council for Accountancy the power and function to “monitor the implementation by the CPE providers of their programs, activities or sources”. Similarly, the monitoring system will generate appropriate and updated information that will be beneficial to the providers in the overall improvement of their design and conduct of programs.

To fully operationalize the system, the accredited provider will share the amount of the monitoring cost equivalent to P500 for every program applied for accreditation. Such amount will be used for the transportation and other incidental expenses of the individual monitors as they conduct observation visits to training programs selected on a random basis. The number of visits for each training provider shall be determined by the Head of the Monitoring Team in accordance with prescribed criteria.

We would like to request you to take note of the following responsibilities of the service providers in the conduct of the monitoring activities by our designated monitor:

1. Assist the assigned monitor by providing him/her with the following:
 - a. One seat at the back of the training venue;
 - b. A copy of the training activity design;
 - c. A copy of the attendance sheet of the participants; and
 - d. A copy of the training/instructional materials.
2. Provide the accomplished certificate of attendance of the individual participants for him/her to sign at the appropriate portion in the certificate within one hour before the formal closing or completion of the training.
3. Provide ample time for the discussion of the observations of the monitor immediately after the closing or completion of the training and affix signature in the monitoring report.

We also advise you to secure from the assigned monitor the necessary identification document, specifically the identification card issued by the PRC CPE Council for Accountancy and with his/her photo and my signature.

We trust that you will cooperate in our endeavor to maintain high quality of CPE programs in the profession by improving the conduct of the training activities. We will be pleased to hear feedback from you.

Thank you.

Very truly yours,


RUFO R. MENDOZA, PhD
Chair, PRC CPE Council for Accountancy