

PICPA ED MEMO No. 028 FY 2018-2019

DATE: October 1, 2018

**TO: PICPA Board of Directors
PICPA Chapter Presidents**

RE: Certificate for ACPA Registration from the APO

In accordance with PRC Resolution No. 1120(A) dated September 27, 2018, providing the Administrative and Procedural Guidelines for ASEAN Chartered Professional Accountants (ACPA) applications, the following are the requirements:

1. Duly accomplished Application Form;
2. Photocopy of Valid Professional Identification Card;
3. Certificate of No Pending Case from the PRC Legal Service;
4. Certificate for ACPA Registration from the Accredited Professional Prganization (APO);
5. Recent two (2) passport size pictures with name tag (in white background and coat and tie for men; blazer for women)
6. Processing Fee of P1,500.00; and
7. Registration fee of P3,000.00 upon notification of approval of ACPA application.

It was agreed during the meeting of the ASEAN Monitoring Committee on Professional Services (AMCPASP) held on September 26, 2018 that the Philippine Institute of Certified Public Accountants, being the APO, shall issue Requirement No. 4 (Certificate attached as Annex A) certifying to the effect that the applicant–member

1. is a member in good standing;
2. has no record of any violation of technical, professional or ethical standards, local and international, applicable to the practice of accountancy filed with PICPA Board of Ethics; and
3. has submitted his/her valid NBI Clearance with no derogatory remarks.

Application form for the certificate is now available at the PICPA Office. The Certificate shall be numbered consecutively and shall not be valid if with erasure/alterations and if without the PICPA dry seal. It shall be issued by the undersigned as Executive Director. In my absence, Deputy Executive Director Josue Sengco is authorized to sign the certificate.



ESTELITA C. AGUIRRE
Executive Director

Cc. Pres Ma Asuncion M. Golez

