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UNITED ARCHITECTS OF THE PHILIPPINES
The Integrated and Accredited Professional Organization of Architects (IAPOA)

MEMORANDUM CIRCULAR NO.28, S. 2018
Fiscal Year 2017-2018

22 March 2018

TO : THE 44TH NATCON REGISTRANTS

THRU : AREA VICE PRESIDENTS, REGIONAL DISTRICT DIRECTORS,
AND CHAPTER PRESIDENTS

SUBJECT : SEMINAR REGISTRATION GUIDELINES FOR THE 44TH UAP
NATIONAL CONVENTION

This Circular is hereby issued to inform all registrants of the 44th UAP National Convention concerning the prescribed guidelines on the seminar registration (as attached).

To serve its purpose and ensure its benefit to our registrants, your mutual cooperation and attention to this matter is highly appreciated.

Please be reminded also that all transmittals, inquiries, and or concerns will be emailed to the UAP Natcon 44 Secretariat at uapnatcon44.sigasig@gmail.com. You may visit our UAP Website: www.united-architects.org for more details and updates.

All Area Vice Presidents and District Directors are hereby enjoined to ensure the effective dissemination of this Circular in your respective jurisdictions and extend assistance when appropriate and necessary.

Effective and wide circulation of this Memorandum is anticipated.


AR. GUILLERMO H. HISANCHA, FUAP, APEC AR, AA, DFRIA
UAP National President

By the President:


AR. RENATO A. HERAY, FUAP, PALA, AA, FRIA
UAP Secretary General

UNITY. ACCOUNTABILITY. PROFESSIONAL EXCELLENCE

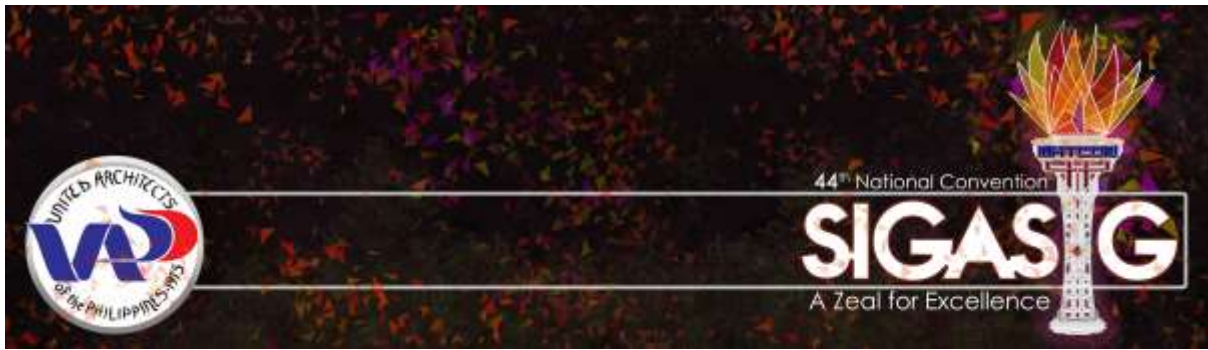
6-Time PRC's Outstanding Accredited Professional Organization of the Year
(2002, 2007, 2008, 2011, 2014, 2017)
First-ever recipient of DTI-CIAP's Outstanding Accredited Professional Organization (2017)
2009 Father Neri Satur Award for Environmental Heroism



UAP CHAPTERS - AREA A (District A1a) PANGASINAN-DAGUPAN, BAGUIO, ILOCOS-CIUDAD FERNANDINA, LA UNION, ILOCOS NORTE-LAOAG CITY, SUMMER CAPITAL, PANGASINAN SCALE, YLOCOS VIGAN, LA UNION-AGUILA, CORDILLERA • (District A1b) CAGAYAN VALLEY, ISABELA SIERRA MADRE, NUEVA VIZCAYA, CAGAYAN NORTH • (District A2a) NUEVA ECUJA CABANATUAN, BULACAN, BARASOAIN, STA. MARIA-BULACAN EAST, DEL PILAR-BULACAN, MALOLOS REPUBLIKA • (District A2b) ZAMBALES-OLONGAPO, TARLAC, PAMPANGA-SAN FERNANDO, BALANGA-BATAAN, ANGELES CITY, SINKUWAN-PAMPANGA, CLARK • ANGELES CITY-ALAYA • (District A3) QUEZON CITY, QC SILANGAN, QC CAPITOL, QC TANDANG SORA, HONGKONG, QC CENTRAL, QC SOUTH TRIANGLE, LOS ANGELES • (District A4) DILIMAN, NEW MANILA, CAMANAVA HILAGA, QC ELLIPTICAL, NOVA CENTRAL, KSA EASTERN PROVINCE, KSA WESTERN REGION KSA RIYADH, UAE DUBAI, UAE ABU DHABI, QATAR, KUWAIT, SAUDI ARABIA, OMAN • CAMANAVA-AB BANTAYOG (District A5) RIZAL TAYTAY, PASIG, MARIKINA VALLEY, SAN JUAN MANDALUYONG, GREENHILLS, RIZAL EAST, CALIFORNIA SAN FRANCISCO, CALIFORNIA 116, RIZAL KALAYAAN 100, RIZAL CAINTA 101, SAN JUAN PINAGLABANAN, SOUTHERN CALIFORNIA • AREA B (District B1) MANILA ATELIER, MANILA SAMPALOC, MANILA METRO, MANILA CENTRUM, MANILA ARCHIZONIAN, MANILA STA. MESA, SINGAPORE • (District B2) MANILA MAGS, MANILA MAHARLIKA, MANILA MAYNILAD, MANILA CORINTHIAN, MANILA INTRAMUROS, MANILA ALCALDIA, ONTARIO-CANADA, MANILA LA SOLIDARIDAD, BRITISH COLUMBIA • (District B3) MAKATI, MAKATI-CBD, PARAÑAQUE-PALANYAG, MAKATI GREENBELT, ALABANG, CAVITE, FORT BONIFACIO, SHANGHAI, BRUNEI, LAS PIÑAS, KUALA LUMPUR • GUAM-USA (District B4) QUEZON PROVINCE, SAN PABLO, LAGUNA, BATANGAS, PALAWAN, MINDORO, LIPA • BATANGAS LAKESHORE (District B5) CAMARINES, LEGAZPI, IRIGA-RINCONADA, DARAGA-CAGSAWA, SORSOGON KASANGGAYAHAN, DAET-CAMARINES NORTE, TABACO, CATANDUANES, MASBATE RODEO • AREA C (District C1) CEBU, DUMAGUETE, RAJAH HUMABON, BOHOL, LAPU-LAPU, SUGBU, CEBU LEON KILAT, METRO CEBU, FORT SAN PEDRO • (District C2) BACOLOD, NERENSE, MT. KANLAON • (District C3) LEYTE, SAN JUANICO, LEYTE WEST, METRO TACLOBAN, SAMAR SINIRANGAN • (District C4) ILOILO, CAPIZ, MARIKUDO, ANTIQUE, HAMILI, AKLAN • AREA D (District D1) DAVAO, MOUNT APO, COTABATO, SOCSKSGARGEN, DATU BAGO-DABAW, KADAYAWAN-DABAW, NORTH DAVAO • DAVAO ALPHA, BALLADAW DABAW • SINLAYAN-DABAW • (District D2) ZAMBOANGA, ZAMBOANGA-CHAVACANO • (District D3) CAGAYAN DE ORO, BUTUAN, SURIGAO, GOLD-CDO, METRO KAGAY-AN, CDO BAY • (District D4) ILIGAN CITY, DIPLOG, OZAMIS CITY, PAGADIAN

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SEMINAR REGISTRATION GUIDELINES

We are pleased to announce the last stage in your official registration to the 44th UAP National Convention. Once you complete the seminar registration, the information will be downloaded to your permanent UAP RFID Card which will be used in all your future UAP transactions, including holding a record of all UAP-accredited seminars you have undertaken.

Please follow the instructions below.

1. Log on to the UAP Website: www.united-architects.org.
2. Find your name in the final list of official registrants to the 44th UAP National Convention. Should you have any trouble finding your name, please coordinate with Ms. Alma Valencia, Finance Officer, or Mr. Franco Santia, Membership Officer, of the UAP Secretariat. Proceed to the next steps if you are on the list.
3. Click the link to Seminar Registration.
4. Fill in the required username and password entries. Your username will be your PRC number while the default password will be sigasig44.

username	your PRC number
password	sigasig44

5. Once logged in, you will be required to replace the default password with your personal password to secure your account. Make sure you remember your password as only you can have access to your account.
6. You will be directed to the Profile page which includes your personal information. Do not forget to fill out your food preference as this will be our guide for your food during the National Convention. The only choices are Standard Viands and Halal.

After completing the Profile page, you will now be directed to the Seminar Registration page. The seminar abstracts and speaker profiles can all be accessed there.

7. All delegates are automatically enlisted in all plenary seminars.

As for the Diversified Technical Seminars (DTS) which are listed in the blue field, there are three (3) venues, each with different topics and seat

accommodations. Please remember your choice. You can only attend one and, should you fail to attend your preferred DTS, you are considered absent. The RFID will also prevent you to access other venues.

As for the seminars which are listed in the red field, you have the option to remain in SMX and attend the plenary seminars, or join the Seminars on Site (SOS/Architectural Tours) which is a whole day activity.

The SOS/Tour is only open to 110 delegates which is the manageable size that can be accommodated in all venues. This is free of charge. However, once enlisted, you are reserved a slot and expected to participate. Should you renege on your enlistment to the SOS/Tour, you will be charged the amount of P1,000.00 which is the actual cost of your slot, not to mention displacing another delegate who wanted to join the SOS/Tour.

8. After completing the Seminar Registration you will be directed to your payment details and a confirmation page.
9. You can also print out your personal seminar schedule.

Thank you very much. We look forward to seeing you at the 44TH UAP National Convention.