



UNITED ARCHITECTS OF THE PHILIPPINES
THE INTEGRATED AND ACCREDITED PROFESSIONAL ORGANIZATION OF ARCHITECTS

COMMISSIONS AND COMMITTEES
DUTIES AND RESPONSIBILITIES

General Provisions

1. Organization

- a. The seven (7) commissions shall be composed of their respective standing committees which shall serve as their implementing arm.

2. Committee Composition

- a. Each committee shall be composed of a Chairman, a Vice Chairman, a Secretary, and not more than four (4) members;
- b. A committee chairman and members of the standing committees shall be recommended by the Executive Directors, endorsed by the National Executive Vice President and appointed by the National President, subject to confirmation of the National Board of Directors;
- c. No member of the National Board of Directors shall be appointed Chairman or member of any standing committee. He may however, be appointed Chairman or member of any special committee created by the National President.

3. Committee Meetings and Activities

- a. Regular meetings of each committee shall be held at least once every month. Special meetings may also be held. Notices of meetings should be circulated to committee members at least one (1) week prior to the meeting date.
- b. Committee activities shall be coordinated and reported to the National Executive Vice President through their respective Executive Directors in the Commission.

4. Committee Reports

- a. Minutes of all regular and special meetings shall be submitted to the UAP National Administration Office through their respective Executive Directors for the information of the national officers and members.
- b. All committees shall submit reports of their activities to the National Board of Directors through the Executive Directors and the National Executive Vice President.



UNITED ARCHITECTS OF THE PHILIPPINES
THE INTEGRATED AND ACCREDITED PROFESSIONAL ORGANIZATION OF ARCHITECTS

**COMMISSIONS AND COMMITTEES
DUTIES AND RESPONSIBILITIES**

6. COMMISSION ON CONVENTIONS, EXHIBITS AND AREA ASSEMBLIES

a. Committee on National Convention

- i. Takes charge of the UAP Annual National Convention; and
- ii. Organizes the National Convention Working Committees and supervise promotions for the NATCON to ensure its success;

b. Committee on International Conventions

- i. Coordinates and assists concerns of organizing committees on international conference;
- ii. Disseminates timely information on international events/activities for participation of UAP members; and
- iii. Coordinates and assist the committee on international affairs on common concerns.

c. Committee on Convention Exhibits (CONEX)

- i. Facilitates planning, organizing, directing, coordinating, and controlling of the long, medium and short range policies of the CONEX;
- ii. Properly identify the procedures on how to implement the CONEX's plans and programs;
- iii. Responsible, partially or entirely, for the following formulation of guidelines for exhibits and promotion
- iv. Meets the required revenue projection of the UAP as indicated in the UAP National Budget duly approved by the National Board of Directors
- v. Streamlines the systems and procedures and/or decentralization of functions with the end in view of rendering faster service of the CONEX without surrendering appropriate controls.
- vi. Performs such other powers and functions as may be directed by the National Board of Directors and/or the Office of the National President through the Executive Director as maybe necessary or incidental to its mandate.

d. Area Assemblies

The Area Assemblies are under the full supervision of the Area Vice Presidents. However, the Commission is responsible for the formulation, monitoring and evaluation of the general policies and programs of the Area Assemblies, subject to the approval of the National Board of Directors.



UNITED ARCHITECTS OF THE PHILIPPINES
THE INTEGRATED AND ACCREDITED PROFESSIONAL ORGANIZATION OF ARCHITECTS

**COMMISSIONS AND COMMITTEES
DUTIES AND RESPONSIBILITIES**

7. Sentro ng Arkitekturang Filipino

- a. Promotes the cultural identity of the Filipino through his architectural heritage;
- b. Encourages and promotes, preserves and conserves Filipino architectural legacies;
- c. Conducts research and development including documentation and publication thereof; and
- d. Provides program for a visionary outlook for the evolution of Filipino architecture into one that is more responsive to and reflective of the needs, dreams, aspirations and temperament of the Filipino people.