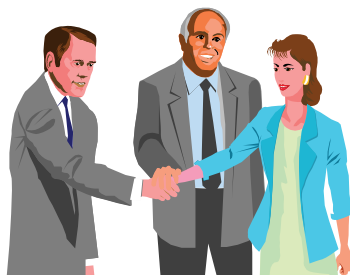




Checklist of Documents to be submitted together with Application for Membership

	REGULAR (Contractor)	ASSOCIATE (Supplier)
1. SEC / DTI Registration Certificate	<input type="checkbox"/>	<input type="checkbox"/>
Articles of Incorporation (For Corporation)	<input type="checkbox"/>	<input type="checkbox"/>
2. Bureau of Domestic Trade Certificate (If applicable)	<input type="checkbox"/>	<input type="checkbox"/>
3. PCAB License Certificate (For Contractors)	<input type="checkbox"/>	
4. Owner's/Treasurers Affidavit (at least 60% Filipino Ownership)	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
5. Company Profile and Organizational Set-up	<input type="checkbox"/>	<input type="checkbox"/>
6. Latest Business / Mayor's Permit	<input type="checkbox"/>	<input type="checkbox"/>
7. Pictures of Principals and Alternates	<input type="checkbox"/>	<input type="checkbox"/>

MEMBERSHIP FEES:	REGULAR / ASSOCIATE
ENTRANCE FEE	Php 3,500.00
ANNUAL DUES	5,000.00
TOTAL	Php 8,500.00





SPECS MEMBERSHIP APPLICATION FORM

Company Name : _____

Company Address : _____

Tel. No(s) : _____

Fax No(s) : _____

Email Address : _____

Website : _____

Key Officers:

Name	Profession	Designation	Birthday

Date of Incorporation: _____ SEC Registration No. _____

Corporation [] Partnership [] Single Proprietorship []

Capitalization: Authorized : _____
Subscribed : _____
Paid-up : _____

Principal Stockholders of Company:

Name	Nationality

If PCAB Licensed:
Category: _____ License No. _____ Date Issued _____

Principal Classification: _____



Corporate Construction Experiences: (Associate / Suppliers only)
Three projects completed (latest):

1. **Name** : _____
Contractor : _____
Location : _____

2. **Name** : _____
Contractor : _____
Location : _____

3. **Name** : _____
Contractor : _____
Location : _____

Years in Contracting / Manufacturing Business: _____

Principals / Manufacturers Represented : _____

I CERTIFY that the foregoing are true and correct.

SIGNATURE OF PRESIDENT / CEO

RECOMMENDED TO THE BOARD

By: _____
Membership Committee Chairman

Date : _____
Approved by the Board

For SPECS use only

MEMBERSHIP CLASSIFICATION	CONTRACTOR []	SUPPLIER []	AUXILIARY []
MEMBERSHIP DATE		INDUCTION DATE	INDUCTED BY
PAYMENT	OR NO.	AMOUNT PAID	DATE PAID



**MEMBER'S PRODUCTS & SERVICES
(CHECK IF APPLICABLE)**

AUTOMATION	BRAND
<input type="checkbox"/> Programmable Logic Controllers <input type="checkbox"/> Relays, timers, counters <input type="checkbox"/> Basic & limit switches <input type="checkbox"/> Non- contact sensors <input type="checkbox"/> Rotary Encoders <input type="checkbox"/> Level/Temp controllers <input type="checkbox"/> Others (specify) _____	

AUXILIARY SYSTEM	BRAND
<input type="checkbox"/> Telephone & Intercom <input type="checkbox"/> Paging System and Background music <input type="checkbox"/> Master Antenna Television <input type="checkbox"/> Closed Circuit Television and security <input type="checkbox"/> Fire Detection and Alarm system (smoke detector manual pull/bell) <input type="checkbox"/> Fire suppression system (SPRINKLER) <input type="checkbox"/> Structured Cabling system <input type="checkbox"/> Card Access System <input type="checkbox"/> Others (specify) _____	

CIRCUIT BREAKERS (LV, MV, HV)	BRAND
<input type="checkbox"/> LV Din rail mounted miniature circuit breakers <input type="checkbox"/> LV Plug-in miniature circuit breakers <input type="checkbox"/> LV Bolt-on miniature circuit breakers <input type="checkbox"/> LV Molded case circuit breakers <input type="checkbox"/> LV Air circuit breakers (power) <input type="checkbox"/> Others (specify) _____	

CONDUIT PIPES / FITTINGS	BRAND
<input type="checkbox"/> Metallic Conduit /IMC/EMT/RSC <input type="checkbox"/> Electrical PVC pipes <input type="checkbox"/> Others (specify) _____	

ELECTRICAL WIRING DEVICES	BRAND
<input type="checkbox"/> Outlets <input type="checkbox"/> Switches <input type="checkbox"/> Others (specify) _____	



INDUSTRIAL CONTROLS	BRAND
___ Motor Circuit Breaker ___ Magnetic Contactor ___ Thermal Overload Relay ___ Electronic Overload Relay ___ Variable Speed Drives ___ Soft Starter ___ Machine Control <ul style="list-style-type: none"> • Pushbutton • Detection • Motion Control • Power control • Pressure Switch ___ Others (specify) _____	
MEDIUM VOLTAGE PRODUCTS	BRAND
___ MV Vacuum circuit breaker ___ MV SF6 Circuit breaker ___ MV Relay ___ Fuse Cut-outs ___ Vacuum Interrupters ___ Instrument transformers (CT/VT) ___ Load-break Switch ___ Power Fuse Assembly ___ Others (specify) _____	
LIGHTING PRODUCTS	BRAND
___ Electronic ___ Lamps ___ Bulbs ___ High/Low Bay ___ Floodlights ___ Road Lighting ___ Hazardous location lighting ___ Outdoor Area Lighting ___ Indoor Commercial Lighting ___ Ballasts ___ Others (specify) _____	



LOCALLY FABRICATED EQUIPMENT	FABRICATOR
___ Lighting panelboards ___ Distribution panelboards ___ Breaker / Busbar Gutter ___ Meter Center ___ Wire ways, Cable Trays ___ Low & high voltage switchgears and switchboards ___ Automatic Synchronizing Switchgear ___ Automatic & Manual Transfer Switches ___ Automatic & Manual Capacitor Bank / Power Factor Corrections ___ Console Panel ___ Motor Control Center ___ Telephone Cabinet ___ Indoor & Outdoor Pull Box ___ Wire gutter ___ Enclosures for Industrial control ___ Disconnect Switch ___ Others (specify) _____	

IMPORTED ENGINEERED EQUIPMENT	BRAND
___ EHV Apparatus ___ HV apparatus for HV-MV substations ___ Primary MV apparatus ___ Secondary MV apparatus ___ EHV substations ___ MV-LV Distribution Equipment (MV Switchgear) ___ HV-MV substation ___ MV-MV substations ___ Others (specify) _____	

TRANSFORMERS	BRAND
___ Low voltage Dry type transformer ___ Distribution Transformers <ul style="list-style-type: none"> • Pole Mounted • Pad Mounted • Substation • Cast Resin • Rectifier ___ High voltage Oil Immersed Transformers ___ EHV power transformers ___ HV-MV power transformers ___ MV-LV Distribution transformers ___ Current Transformers ___ Potential Transformers ___ Others (specify) _____	



BUSWAY SYSTEMS	BRAND
<input type="checkbox"/> Mylar <input type="checkbox"/> Epoxy <input type="checkbox"/> Others (specify) _____	

SURGE PROTECTION SYSTEM	BRAND
<input type="checkbox"/> Surge Arresters MV/LV <input type="checkbox"/> Lightning Protection <input type="checkbox"/> Grounding <input type="checkbox"/> Others (specify) _____	

POWER MONITORING & CONTROL SYSTEMS	BRAND
<input type="checkbox"/> Digital Multi-function Meters <input type="checkbox"/> Software <input type="checkbox"/> Others (specify) _____	

POWER FACTOR CORRECTION & FILTERING	BRAND
<input type="checkbox"/> MV/LV Capacitors <input type="checkbox"/> Regulators <input type="checkbox"/> Others (specify) _____	

INSTRUMENTATION	BRAND
<input type="checkbox"/> Pneumatic valves <input type="checkbox"/> Field instruments <input type="checkbox"/> Flame sensors & Protective Relays <input type="checkbox"/> Flowmeter <input type="checkbox"/> Hydraulic components <input type="checkbox"/> Control Valve <input type="checkbox"/> Others (specify) _____	

WIRES AND CABLES	BRAND
<input type="checkbox"/> Building wires <input type="checkbox"/> Power Cable <input type="checkbox"/> Magnet Wire <input type="checkbox"/> Communication Cable <input type="checkbox"/> Portable Cable <input type="checkbox"/> Control Cable <input type="checkbox"/> Automotive wire and Cable <input type="checkbox"/> Aluminum Wire & Cable <input type="checkbox"/> Others (specify) _____	



CABLE TERMINATION PRODUCTS	BRAND
<input type="checkbox"/> High Voltage Termination <input type="checkbox"/> Others (specify) _____	

HEAVY EQUIPMENT	BRAND
<input type="checkbox"/> Excavator <input type="checkbox"/> Trucks & Buses <input type="checkbox"/> Motor Grader <input type="checkbox"/> Generator <input type="checkbox"/> Forklift <input type="checkbox"/> Bomag <input type="checkbox"/> Compaction machine <input type="checkbox"/> Others (specify) _____	

LIGHT EQUIPMENT	BRAND
<input type="checkbox"/> Pumps <input type="checkbox"/> Pressure Washer <input type="checkbox"/> Welding Machines <input type="checkbox"/> Others (specify) _____	

BUILDING MANAGEMENT SYSTEM	BRAND
<input type="checkbox"/> Industry and Building automations System <input type="checkbox"/> Safety systems <input type="checkbox"/> Software <input type="checkbox"/> Others (specify) _____	

EMERGENCY POWER SYSTEM	BRAND
<input type="checkbox"/> Emergency Light <input type="checkbox"/> Rechargeable battery <input type="checkbox"/> Others (specify) _____	

MOTORS	BRAND
<input type="checkbox"/> Induction Motors <input type="checkbox"/> Squirrel Cage Motors <input type="checkbox"/> Electrical Insulating & Rewinding Materials <input type="checkbox"/> Others (specify) _____	

SUPPLY OF TESTING EQUIPMENT	BRAND



SUPPLY OF AIR CONDITION & REFRIGERATION EQUIPMENT	BRAND
<input type="checkbox"/> Compressor and condensing unit <input type="checkbox"/> Airconditioning unit <input type="checkbox"/> Others (specify) _____	

SUPPLY OF AIRPORT & TRANSPORT EQUIPMENT	BRAND
<input type="checkbox"/> Electric Utility Vehicles <input type="checkbox"/> Others (specify) _____	

SUPPLY OF STEEL STRUCTURE	BRAND

SUPPLY OF POWER GENERATOR	BRAND

SUPPLY OF HAND TOOLS	BRAND

SUPPLY OF POLE LINE HARDWARE	BRAND
<input type="checkbox"/> Pole line hardwares <input type="checkbox"/> Others (specify) _____	

SYSTEM INSTALLATION / SERVICES OFFERED: (CHECK IF APPLICABLE)

<input type="checkbox"/> Access control system <input type="checkbox"/> Architectural works for office / Residential Occupancies <input type="checkbox"/> Airport and Air navigation facilities <input type="checkbox"/> Air Conditioning systems <input type="checkbox"/> Automatic voltage regulators <input type="checkbox"/> Auxiliaries and structured cabling systems <input type="checkbox"/> Building Management System <input type="checkbox"/> Busway Systems <input type="checkbox"/> Bottle, Crate & Pallet Conveyors (slat chain, belt, roller types)	<input type="checkbox"/> High voltage Equipment and protection System <input type="checkbox"/> Genset Installation <input type="checkbox"/> Intercom and Audio Monitoring system <input type="checkbox"/> Irrigation and flood control <input type="checkbox"/> Industrial plants (Steel making / Cement / Chemical / General) <input type="checkbox"/> Material Handling <input type="checkbox"/> Mechanical works
--	---



<ul style="list-style-type: none"> ___ CAD Drawings, General Plan Layouts ___ Civil works ___ Complete Electrical & auxiliary systems ___ Construction of Low, Medium & High Rise Building ___ Communication and Auxiliary works ___ Dam reservoir & tunneling ___ Design electrical systems ___ Designs & Plans Preparation ___ Design, Install & commissioning of <ul style="list-style-type: none"> o High & Low Voltage Power system Facilities o Indoor/Outdoor Substation Facilities 	<ul style="list-style-type: none"> ___ Overhead and underground Electrical distribution system ___ Paging System and background music ___ Park, playground and Recreational works ___ Power generating Plants ___ Power and Lighting ___ Power Transmission and distribution system ___ Project management ___ Power generating systems & controls ___ Port, Harbor & Offshore Engineering ___ Power Plants (thermal/Hydro-electric & substation facilities) ___ Process & Sanitary Piping Systems, Tanks, Misc.
<ul style="list-style-type: none"> ___ Design, consultation, installation, testing & commissioning from small to large scale residential, commercial establishments and industrial plants ___ Distribution system railways / Light rail system ___ Electronics & Communication ___ Electrical works ___ Emergency Power System ___ Equipment Installation ___ Emergency generator installation ___ Fire Detection and alarm systems ___ Fire Protection and sprinkler systems ___ Fire Suppression System ___ Food & Beverage Processing Requirements ___ Flight Information Display system 	<ul style="list-style-type: none"> ___ Residential, commercial & industrial wiring ___ Road, Highways, Pavement & bridges ___ Refrigeration and cold storage ___ Substation and transmission ___ Supply & installation of electrical Power & Utility Equipment ___ Surge and lightning protection systems ___ Substation, transmission and distribution systems ___ Supply / installation, design and Engineering for substation ___ Telephone and Intercom ___ Traffic system ___ Water treatment plant/systems



SERVICES	
<input type="checkbox"/> Commissioning & start-up <input type="checkbox"/> Energy management <input type="checkbox"/> Field & Marine Service <input type="checkbox"/> First private pole <input type="checkbox"/> High voltage terminations (up to 35 KV) <input type="checkbox"/> Instrument Calibration <input type="checkbox"/> Power Plant Service	<input type="checkbox"/> Product selection <input type="checkbox"/> System Integration <input type="checkbox"/> System-troubleshooting <input type="checkbox"/> System upgrading & modification <input type="checkbox"/> Technical Services <input type="checkbox"/> Valuation (Value engineering) <input type="checkbox"/> Others (specify) _____

MAINTENANCE	MOTORS
<input type="checkbox"/> General Process & Production Line maintenance <input type="checkbox"/> Bottling & Packaging Equipment Overhauling <input type="checkbox"/> Predictive & Preventive Maintenance Programs <input type="checkbox"/> Substation testing and preventive maintenance <input type="checkbox"/> Conduct reliability based maintenance <input type="checkbox"/> Others (specify) _____	<input type="checkbox"/> Rewind/ Rebuilt AC-DC Electric Motor & Hermetic Motor <input type="checkbox"/> Dynamic Balancing-Vibration Analysis <input type="checkbox"/> Commutator / Slip Ring Fabrication / Machine Works <input type="checkbox"/> Others (specify) _____

TRANSFORMER TESTING	TRANSFORMER REPAIR
<input type="checkbox"/> Standard Transformer Electrical Test <input type="checkbox"/> Chemical Test <input type="checkbox"/> Oil Insulation Test <input type="checkbox"/> Others (specify) _____	<input type="checkbox"/> Distribution Transformer Repair (up to 333KVA, 34.5KV) <input type="checkbox"/> Power Transformer Repair 1 up to 100MVA 230KV <input type="checkbox"/> Commpad transformer, Automatic Voltage Regulator & Recloser Repair <input type="checkbox"/> General Repair & Reconditioning of Power & distribution Transformer <input type="checkbox"/> Others (specify) _____



BENEFITS OF SPECS MEMBER

The opportunity to attend and interact with our comrades who are engineers, designers, consultants, project managers and other practitioners in the general contracting industry during the General Membership Meetings

- Access to the Society's Electrical Contractor and Supplier members
- Access to the electrician's pool and manpower services
- Discounts on products and services offered by SPECS company members
- Assistance in the processing of PCAB license application, renewal, and / or upgrading
- Opportunities to participate in various activities (i.e. seminars and trainings) to develop and improve the productivity, proficiency and update the members on latest trends in technology and products; likewise to develop skills in management, organization, communication and marketing with colleagues in the profession.
- Sports and recreational activities

Society of Philippine Electrotechnical Constructors and Suppliers, Inc.

✉ 2/F IIEE Bldg., No. 41 Monte de Piedad St., Cubao, Quezon City, Philippines 1111
☎: 63(02) 722-4725; 386-8782; 413-0994 • 📧: specsphils_68@yahoo.com ™: www.specs.org.ph



SPECS MEMBERSHIP ADMISSION POLICY

THE SOCIETY SHALL ALWAYS ADHERE TO STRICT MEMBERSHIP SCREENING IN THE ADMISSION OF NEW PROSPECTIVE MEMBERS. IT SHALL ALWAYS PUT PREMIUM ON QUALITY MEMBERSHIP.

ADMISSION PROCEDURES:

- 1.0 The applicant company fills up the membership application form and submits all other pertinent documents to the Membership Attendance and Affairs Committee through the SPECS SECRETARIAT.
- 2.0 The SECRETARIAT reviews the preliminary submittals for completeness and advises the prospective applicant. The checklist of submittals shall include.
 - A. Letter of application signed by the company president or next higher company officer who will be the company's representative.
 - B. Completely filled up Membership Application form and requirements as stated.
 - C. Company profile which shall include SEC Registration / DTI Registration Articles of incorporation. Description of the Nature of Business and List of Projects. Biodata of key personnel, and company Business Permit
 - D. PCAB License valid for the contracting year for contractor applicant.
- 3.0 The Secretariat submits the Membership Application and the required documents to the Membership Attendance and Affairs Committee chairman for final review.
- 4.0 The Membership Committee conducts a final review of all the application documents submitted and endorses it to the Board for final approval. It shall also be the duty of the Membership Committee to inform applicant who fell short of the requirements.
- 5.0 The Board of Governors reviews the endorsement and approves/disapproves application as the case maybe. For a member applicant to be admitted it shall gain the approval of all the members of the Board. A single vote opposing such membership on a valid reason denies admission to the Society.

On such a case, the Board may opt to review the case for reconsideration.
- 6.0 For application which gained the board's preliminary approval the company's representative who shall be the President or its authorized officer is invited for final interview.
- 7.0 The Membership Attendance and Affairs Committee informs the member applicant of the Board Action of their application and advises them of required membership dues.
- 8.0 After completing all the process and payment of required membership dues, the membership applicant is scheduled for induction and oath-taking. A certificate of Membership is issued.

Society of Philippine Electrotechnical Constructors and Suppliers, Inc.



MEMBERSHIP ATTENDANCE AND AFFAIRS COMMITTEE EXCERPT FROM THE CONSTITUTION AND BYLAWS

SECTION 2. QUALIFICATION OF MEMBERS: The different classes of members shall have the following qualifications:

- 2.1 A Regular Member shall –
 - 2.1.1 Be registered with the Securities and Exchange Commission and/or Bureau of Domestic Trade and is licensed by the authorized licensing body of the Philippine government as electrical contractor;
 - 2.1.2 Be in good business standing in the industry;
 - 2.1.3 Be a Filipino entity or at least 60% of the stockholders are Filipino citizens;
- 2.2 An Associate Member shall –
 - 2.2.1 Be registered with the Securities and Exchange Commission and/or Bureau of Domestic Trade;
 - 2.2.2 Be in good business standing in the industry.

SECTION 3. REPRESENTATIVES:

- 3.1.1 Regular Member – All Regular Members shall be represented by at least a (1) Senior Management Officer and may appoint not more than three (3) alternates.
- 3.1.2 Associate Member – All Associate Members shall be represented by at least one (1) Senior Management Officer may appoint not more than three (3) alternates.

SECTION 4. VOTING RIGHTS: The voting rights of each class of membership shall be as follows:

- 4.1.1 Regular and Associate Member in good standing shall each be entitled to one (1) vote.

SECTION 7. GOOD STANDING: Members shall be considered in good standing if they are up to date in payment of their dues and are not under suspension.

SECTION 8. SUSPENSION/EXPULSION: For violating the Constitution, By-Laws and adopted the adopted Code of Ethics of the Society of Philippine Electrical Contractors and Suppliers, Inc. or for conduct contrary to the best interest of the Society, a member may be censured, suspended or expelled from the Society by the Board of Governors.

SECTION 3. NON-PAYMENT OF DUES: Any member who has not paid his annual dues and other obligations to the Society by the end of September of the current year shall be considered not in good standing. A Member, in consideration of business difficulties which affect his financial status, may apply for a leave of absence from the Society for a period of three years subject to the approval of the Board of Governors.

Prior to the approval of leave of absence, the member shall have paid all his outstanding obligations to the Society. A Member on official leave of absence shall be exempt from paying the Society's dues. The Member may resume his active status at any time during the three (3) year period by paying for his current annual dues and other required fees. Should the member be unable to resume his membership before the expiration of his leave of absence, he may rejoin as new member. (Amended July 29, 1998)

SECTION 4. PAYMENT OF ARREARS. As soon as a delinquent member settles his outstanding accounts, he shall automatically be a member in good standing.

Society of Philippine Electrotechnical Constructors and Suppliers, Inc.