



**Supreme Court of the Philippines**  
**MANDATORY CONTINUING LEGAL EDUCATION OFFICE**  
4<sup>th</sup> Floor, IBP Building  
15 Doña Julia Vargas Avenue  
Ortigas Center, Pasig City

**GUIDELINES FOR MCLE CREDITS FOR THE 17<sup>th</sup> IBP NATIONAL  
CONVENTION AT THE ILOILO CONVENTION CENTER, MEGAWORLD  
BOULEVARD, MANDURRIAO, ILOILO CITY DATED MARCH 28-31  
2019**

The MCLE Governing Board in its meeting on 19 March 2019 approved the electronic checking of MCLE attendance as requested by the IBP in its letter dated 01 March 2019 through the facilities of myIBP Mobile and Web Application by QR code scanning of delegates' Identification Cards (IDs) for the 17<sup>th</sup> IBP National Convention.

Pursuant to Rule 6, Section 1 of Bar Matter No. 850 "*Computation of credit hours – Credit hours are computed based on actual time spent in education activity in hours to the nearest one-quarter hour reported in decimals.*" (emphasis supplied).

In view of the foregoing, the following guidelines shall be observed:

- 1) Lawyer-participants who intend to earn MCLE credit units during the convention should personally scan their respective delegates' IDs at the cellular phone units specifically provided for that purpose stationed at the entry/exit doors of the venue at the Iloilo Convention Center upon every entry/exit thereat. However, after the conclusion of the last lecture for the day, there is no need to have the delegate IDs scanned as all participants will automatically be scanned out by the system. This is to facilitate the mass exit of the participants at the end of day.

The MCLE representatives and their deputized personnel shall be stationed at the entry/exit areas of the venue and can be identified through their Supreme Court IDs/MCLE Monitor/Convention IDs.

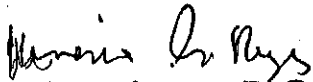
- 2) The QR coded ID of the lawyer-participant should be personally scanned by the delegate and cannot be done through a representative. The MCLE representatives shall verify the identity of the delegate through the picture appearing on the cellular phone screen. In case of discrepancy in the identity of the person who scanned the ID and the picture appearing on the cellular phone screen, the owner of the ID will be required to explain and the subject ID may be confiscated by the MCLE representative.

- 3) In cases where no picture appears on the cellular phone screen, the delegate may be required to show a valid ID for purposes of verification.
- 4) Only the designated doors with QR code scanning facilities may be utilized by the lawyer-participants for ingress/egress.
- 5) The MCLE Office shall rely on the computer data of attendance of lawyer-participants submitted by the IBP. The MCLE attendance and units earned by the lawyer-participants will be counted and credited based on actual time spent inside the venue as reflected and gathered from the myIBP Mobile and Web Application.
- 6) No reconsideration shall be entertained at the venue from those who failed/forgot to have their delegate IDs scanned upon entry, re-entry or exit at the venue. Any such appeal for reconsideration may be done subsequently in writing and directed to the MCLE Governing Board.
- 7) Lawyer-participants who avoid or refuse to have their delegate IDs scanned upon entry/exit to and from the venue shall be duly noted and considered to have waived their MCLE attendance for the corresponding period.
- 8) The MCLE units earned during the convention will be credited to the current 6<sup>th</sup> MCLE compliance period or earlier compliance periods, as the case may be, except for those who have already fully complied and with duly issued certificate of compliance for the 6<sup>th</sup> compliance period, in which case, their attendance shall be credited to the 7<sup>th</sup> compliance period.
- 9) In case of system failure, regular checking of attendance through Attendance Forms shall be implemented.

For the information, guidance and compliance of all concerned.

Thank you.

**The MCLE Governing Board/ MCLE Office-Supreme Court**

  
**By: Justice Minerva P. Gonzaga-Reyes**  
Chairperson, MCLE Governing Board