



Republic of the Philippines
Professional Regulation Commission
Manila



PROFESSIONAL REGULATORY BOARD FOR LIBRARIANS

**PROGRAM OF THE LIBRARIANS LICENSURE EXAMINATION TO BE GIVEN IN
THE CITIES OF MANILA, BAGUIO, CAGAYAN DE ORO, CEBU, DAVAO, ILOILO,
LEGAZPI, TACLOBAN AND TUGUEGARAO ON SEPTEMBER 8 AND 9, 2020**

DATE AND TIME	SUBJECTS	WEIGHT
<u>TUESDAY, SEPTEMBER 9, 2020</u>		
7:00 A.M. – 7:45 A.M.	GENERAL INSTRUCTIONS AND FILLING-OUT OF FORMS	
8:00 A.M. – 10:30 A.M.	Library Organization and Management	20%
11:00 A.M. – 1:30 P.M.	Reference, Bibliography and User Services	20%
2:00 P.M. – 4:30 P.M.	Indexing and Abstracting	15%
<u>WEDNESDAY, SEPTEMBER 10, 2020</u>		
8:00 A.M. – 10:30 A.M.	Cataloging and Classification	20%
11:00 A.M. – 1:30 P.M.	Selection and Acquisition	15%
2:00 P.M. – 4:30 P.M.	Information Technology	10%
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		100%

GENERAL INSTRUCTIONS:

1. Check or verify your school/building assignments at the PRC official website (www.prc.gov.ph) or through the Notices/Announcements to be posted at the PRC premises two (2) to three (3) working days before the date of the examination.
2. Report to the school/building assignment before 5:30 A.M. on the first day of examination to verify your room and seat number. Be punctual. Late examinees will not be admitted.
3. Examinees are required to wear the following attire every examination day:

Male Examinees	-	Tucked-in white polo shirt with collar (without any seal, logo or mark), decent pants or slacks
Female Examinees	-	Tucked-in white blouse or shirts with collar (without any seal, logo or mark), decent pants, slacks or skirt, pony-tailed long hair

Program for September 2020 Librarians Licensure Examination

4. Bring the following on examination day:
 - a. Notice of Admission
 - b. Applicant's Stub
 - c. Official Receipt
 - d. Two (2) or more pieces Pencils (No. 2)
 - e. One (1) piece Long Brown Envelope
 - f. One (1) piece Long Transparent (non-colored) Plastic Envelope (for keeping your valuables and other allowed items)

5. The following are **PROHIBITED** inside the examination premises/rooms:
 - a. Books, notes, review materials, and other printed materials containing coded data/information/formula
 - b. **CALCULATORS**
 - c. **SMART WATCHES, CELLULAR PHONES, EAR PLUGS, BLUETOOTH, TRANSMITTERS, PORTABLE COMPUTERS AND OTHER ELECTRONIC GADGETS/DEVICES WHICH MAY BE USED FOR COMMUNICATION PURPOSES**
 - d. Bags of any kind (place your documents inside the transparent/plastic envelope)
 - e. Other examination aides not stated in this program

6. Read carefully and follow the instructions on your NOTICE OF ADMISSION and EXAMINEE'S KIT.

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PRECAUTIONARY MEASURES IN THE CONDUCT OF EXAM:

Per Memorandum No. 24, s. 2020, precautionary measures and protocols shall be observed and implemented during the conduct of licensure examination which include, but not limited to:

- I. All examinees shall be required to wear and bring their own protective facemasks and alcohol-based sanitizers. For identity verification purposes and pre-examination checking of examination paraphernalia, the facemask shall be required to be properly taken off temporarily to show the examinee's face and the inner part of the facemask. Facemasks during the progress of the exam shall not be allowed to be taken off.
- II. All examination personnel shall be provided with extra protective facemasks or face shields and latex gloves.
- III. All examinees and examination personnel shall be required to queue upon entry with a one-meter distance radius from other examinees.
- IV. Body temperature shall be taken through thermal scanners prior entry to the testing venue premises. Those with fever, cough or colds shall not be allowed entry to the testing venues. Affected examinees shall be allowed, however, to take the next licensure exam without additional cost.
- V. Physical/social distancing among and between examinees and examination personnel during the entirety of the exam and during their entire stay at the testing venue shall be observed. Congregation, gathering or assembly within the examination rooms, hallways or any area within the testing venue shall be strictly prohibited.
- VI. All examinees and examination personnel shall not be allowed to go outside the examination room during break time and lunch time. They shall be advised to bring their own packed lunch and snacks with them to be placed under their seats, and to be taken out only during break time.
- VII. Proper hand hygiene shall be observed particularly every after use of the restrooms.

- VIII. Prior to entry to the examination rooms, examinees shall be required to sanitize their hands and their plastic envelopes with their sanitizers or alcohol.
- IX. Prior to the distribution of the Test Questionnaires/Booklet, examinees shall again be required to sanitize their hands using their alcohol or hand sanitizers. Hand sanitizers thereafter shall be placed in their transparent envelopes and shall be deposited or placed at the designated area of the examination room. The same process shall be done every start of each examination subject.
- X. The testing venues shall be required to conduct thermal scanning procedure, including the provision of sanitizing footbath, and for their security personnel to implement proper COVID-19 precautionary measures.

Manila, Philippines

APPROVED:


YOLANDA C. GRANDA
Chairperson

CERTIFIED CORRECT:


ATTY. OMAIDALE GANDAMRA
OIC, PRB Secretariat Division