






## SECSIME NO. R4A-CPD-04. ISSUANCE OF CHEMICAL CONTROL ORDER (CCO) IMPORTATION CLEARANCE – CYANIDE ANND CYANIDE COMPOUNDS AND MERCURY AND MERCURY COMPOUNDS





To prohibit, limit or regulate the use, manufacture, import, export, transport, processing, storage, possession, and wholesale of those priority chemicals that DENR determined to be regulated, phased-out or banned because of a serious risk they pose to public health, workplace and environment, the issuance of CCO Importation Clearance to entities that imports chemical/s under CCO is required to meet the objectives of the law.

<b>Office or Division:</b>	Clearance and Permitting Division – Hazardous Wastes and Chemicals Section		
<b>Classification:</b>	Highly Technical Transaction		
<b>Type of Transaction:</b>	G2B - Government to Business G2C - Government to Citizen G2G - Government to Government		
<b>Who may avail:</b>	Importers and end-users of products containing substances regulated under Title II of RA 6969		
CHECKLIST OF REQUIREMENTS		WHERE TO SECURE	
1. Official letter request		Applicant	
2. BFAR Endorsement		Bureau of Fisheries and Aquatic Resources (for Cyanide and Cyanide Compound Importer)	
3. Business Permit		LGU where the facility is located	
4. CCO Registration		EMB RO/ Applicant	
5. Updated and in GHS format of SDS (if not yet attached) as per DAO 2015-09, MSDS must be updated every 5 years		Supplier of the applied chemical/s	
6. Valid Wastewater Discharge Permit		EMB RO / Applicant	
7. Valid Permit to Operate for Air Pollution Source Installation/Air Pollution Control Device		EMB RO / Applicant	
8. Notarized Summary of Importation Data, <i>for renewal</i>		Applicant	
9. List of Users/Customers with corresponding projected/required Volume		Applicant	
10. Self-Monitoring Report for users/manufacturers		Applicant	







11. Bill of Lading of all shipment per year (for importers)		BOC or Shipping Line		
12. Notarized MOA/Service agreement (for importer/distributor)		Applicant		
13. Copy of Valid/updated PCO Accreditation Certificate		EMB RO / Applicant		
14. Other requirements as required from pervious permit				
CLIENT STEPS	AGENCY ACTION	FEES TO BE PAID	PROCESSING TIME	PERSONS RESPONSIBLE
1. Log-in at opms.emb.gov.ph Client submits accomplished application together with the required supporting documents thru the OPMS	<p>The System automatically assigns the application to case handlers</p> <p>Evaluates submitted application, checks, and verifies attached documents and application details.</p> <p>Accomplish the Evaluation Form/Tab.</p> <p>If the application is sufficient and complete, it will be returned to client to pay and provide payment information.</p> <p>If not, it will be returned to client for compliance.</p>		5 Days	<p>Case Handler</p>  <p><b>Jeonalyne S. Castro</b></p>  <p><b>John Christopher P. Emalada</b></p>  <p><b>Marie Junn A. Cuasing</b></p>



<p>2. Client prints the computer-generated order of payment and pay the required fee to the Cashier of EMB RO or through landbank online just go to link.bizportal or you may click this link <a href="https://www.lbp-eservices.com/egps/portal/Merchants.jsp">https://www.lbp-eservices.com/egps/portal/Merchants.jsp</a> (search for environmental management bureau-central office)</p>	<p>Collects payment and issues Official Receipt (OR)</p>	<p>Reg. Fee: 1,700.00 Legal Research Fee: 10.00 Doc.Stamp Tax: 30.00</p>	<p>1 Day</p>	<p>Cashier</p>  <p><b>Linda Esperanza</b></p>  <p><b>Grace G. Gargoles</b></p>
<p>3. Log-in at <a href="http://opms.emb.gov.ph">opms.emb.gov.ph</a> Client scans copy of the OR and uploads to the OPMS.</p>	<p>Evaluate submitted documents (OR).</p> <p>Accomplish the Evaluation Form/Tab.</p> <p>If attached document is sufficient and complete forward the application to Section Chief, of CHWMS for preliminary review.</p> <p>If incomplete, inform the applicant of the deficiency</p>		<p>1 day</p>	<p>Case Handler</p>  <p><b>Jeonalyn S. Castro</b></p>  <p><b>John Christopher P. Emalada</b></p>



				 <b>Marie Junn A. Cuasing</b>
	Conducts preliminary review of the evaluation form and permit / clearance. Comments/reviews the permit / clearance and if no correction, endorses the permit to the Chief, Clearance & Permitting Division (CPD).		4 days	 <b>Marie Junn A. Cuasing</b> OIC, Section Chief, CHWMS
	Comments and recommends approval of the permit. If there are no corrections, endorses the permit to the Regional Director.		4 days	 <b>Robert Angelo M. Metin</b> OIC, Division Chief, CPD
	Approves the permit		3 days	 <b>Neomi A. Paranada</b> Regional Director



4. Client downloads and prints the approved computer-generated Permit / Clearance.				
<b>TOTAL:</b>		<b>₱1,740</b>	<b>Highly Technical</b>	<b>20 Working Days</b>