





SECSIME NO. R4A-CPD-05. ISSUANCE OF CHEMICAL CONTROL ORDER (CCO) REGISTRATION – CYANIDE ANND CYANIDE COMPOUNDS AND MERCURY AND MERCURY COMPOUNDS, ASBESTOS





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.

Office or Division:	Clearance and Permitting Division – Hazardous Wastes and Chemicals Section	
Classification:	Highly Technical Transaction	
Type of Transaction:	G2B - Government to Business G2C - Government to Citizen G2G - Government to Government	
Who may avail:	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. SEC Registration	Security and Exchange Commission	
3. Business Permit	LGU where the facility is located or PEZA	
4. Chemical Management Plan (includes storage, handling, disposal, transport, safety and health requirements and environmental controls at the workplace)	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. Management Operation Flow Chart (Process flow on the usage of the chemical)	Applicant	







9. List of Users/Customers with corresponding projected/required Volume		Applicant		
10. Self-Monitoring Report for users/manufacturers		Applicant		
11. Contingency/Emergency Plan (includes response procedure on spills, contact, inhalation, ingestion, transport, fire, etc.)		BOC or Shipping Line		
12. Photos of the storage facility/warehouse (photo showing the chemical container and chemical labeling, view of the interior of the storage area, safety equipment, if any)		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</p>		5 Days	<p>Case Handler</p>  <p>Jeonalyn S. Castro</p>  <p>John Christopher P. Emalada</p>




	<p>client to pay and provide payment information.</p> <p>If not, it will be returned to client for compliance.</p>			 <p>Marie Junn A. Cuasing</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 https://www.lbp-eservices.com/egps/portal/Merchants.jsp (search for environmental management bureau-central office)</p>	<p>Collects payment and issues Official Receipt (OR)</p>	<p>Reg. Fee: 2,800.00 Legal Research Fee: 10.00 Doc. Stamp Tax: 30.00</p>	<p>1 Day</p>	<p>Cashier</p>  <p>Linda Esperanza</p>  <p>Grace G. Gargoles</p>
<p>3. Log-in at opms.emb.gov.ph 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</p>		<p>1 day</p>	<p>Case Handler</p>  <p>Jeonalyn S. Castro</p>



	<p>review.</p> <p>If incomplete, inform the applicant of the deficiency</p>			 <p>John Christopher P. Emalada</p>  <p>Marie Junn A. Cuasing</p>
	<p>Conducts preliminary review of the evaluation form and permit / clearance.</p> <p>Comments/reviews the permit / clearance and if no correction, endorses the permit to the Chief, Clearance & Permitting Division (CPD).</p>		4 days	<p>OIC, Section Chief, CHWMS</p>  <p>Marie Junn A. Cuasing</p>
	<p>Comments and recommends approval of the permit.</p> <p>If there are no corrections, endorses the permit to the Regional Director.</p>		4 days	<p>OIC, Division Chief, CPD</p>  <p>Robert Angelo M. Metin</p>



	Approves the permit		3 days	Regional Director  Neomi A. Paranada
4. Client downloads and prints the approved computer-generated Permit / Clearance.				
TOTAL:		₱2,840.00	Highly Technical	20 Working Days