









## SECSIME NO. R4A-EMED-09. PROCESS FLOW OF MONITORING OF FIRMS/INDUSTRIES (FIRMS/INDUSTRIES)

<b>Office or Division:</b>	Environmental Management Bureau CALABARZON Region - Environmental Monitoring and Enforcement Division (EMED) – Environmental Impact Assessment – Compliance Monitoring Section (EIA-CMS)			
<b>Classification:</b>	Simple Transaction Complex Transaction			
<b>Type of Transaction:</b>	G2B - Government to Business G2G - Government to Government			
<b>Who may Avail:</b>	External: Industrial Firms (Public or Private)			
<b>CHECKLIST OF REQUIREMENTS</b>		<b>WHERE TO SECURE</b>		
1. N/A		N/A		
<b>Additional if from the Government Sector</b>				
2. N/A		N/A		
<b>Additional if Requesting Party is a representative</b>				
3. N/A		N/A		
<b>CLIENT STEPS</b>	<b>AGENCY ACTION</b>	<b>FEES TO BE PAID</b>	<b>PROCESSING TIME</b>	<b>PERSONS RESPONSIBLE</b>
1. None	Assignment of target firms/industries for monitoring	None	30 minutes	Planning Unit Office of the Regional Director Carmela Dotimas  



	Inspection of Firms/Industries	None		EIA-CMS Staff
	Report Preparation and drafting of Notice of Violation (if non-compliant)	None	Simple: One (1) Day  Complex: Three (3) Days	
	Review of the Prepared Report  Return report to case handler for revision (if applicable)	None	Three (3) days	<p>OIC, EIA-CMS Majore V. Rendorio</p> 
	Recommending Approval of Inspection Report	None	Three (3) days	<p><i>Division Chief</i> Environmental Monitoring and Enforcement Division (EMED)</p>  <p>ENGR. JESSIE A. CONDE</p>



	Approval of Inspection Report	None	Three (3) days	OIC, Regional Director Environmental Management Bureau CALABARZON Noemi A. Paranada 
	Review of drafted Notice of Violation (if non-compliant) for the Regional Director's approval and setting of schedule for Technical Conference (TC)	<i>None</i>	One (1) day	OIC, Legal Division Office of the Regional Director Atty. Ayagil Dela Cruz 
<b>TOTAL:</b>		<b>N/A</b>	<b>Twelve (12) Days</b>	<b>Simple</b>
			<b>Thirteen (13) Days</b>	<b>Complex</b>