

**Carefully read the instructions below before accomplishing the Application Form**

This application form must be completely accomplished in two (2) copies--i.e., an original copy which will be retained in the Environmental Management Bureau Regional Office (EMB-RO) of the Department of Environment and Natural Resources (DENR) for processing and evaluation, and an official duplicate copy which will serve as reference document of the applicant specially if there are additional requirements that must be complied with.

Application forms must be submitted by an entity; firm; or establishment which deals with the distribution in the market of ODS coming from any EMB-registered importer such as dealers, retailers or re-sellers. All ODS being distributed must be indicated in the form.

One (1) Certificate of Registration will be issued by the EMB per dealer/retailers/resellers subject to the following primary conditions:

- To keep a record of ODS sales for reference during inspection
- Retailing/distribution of ODS must be only allowed to service shops/providers accredited by DTI and certified by TESDA on technical and skill competencies
- Sale and use of small disposable containers (less than 1 kg) with CFCs is not permitted

It should be understood that only those registered dealers, retailers or resellers by the EMB may purchase, re-sell, distribute and utilize allowable uses of ODS listed under section 2 Of DENR Administrative Order No. 2004-08 (Revised Chemical Control Order for Ozone Depleting Substances)

For clarification, the pertinent items are elaborated and described as follows:

- The Company/Business Name is the complete juridical name of the company or entity which function as the dealers, retailers, and resellers of a certain Ozone Depleting Substance (ODS) and its alternatives --i.e., as registered and recorded either in the Securities and Exchange Commission (SEC), Cooperative Development Authority (CDA), Board of Investments (BOI) and Bureau of Product Standards (BPS) of the Department of Trade and Industry (DTI) or any other authorized government agency.
- The Name of the owner as it appears in any official and valid document showing the proof of your business such as those issued by the SEC Registration Certificate/ DTI Certificate/business permit.
- The SEC /DTI Registration must be written in the space provided for such information.
- The Business Address must be completely written out, inclusive of the building name and number, street, city/municipality, province, and zip code.
- For confirmation purposes, relevant business contact numbers must be indicated in the blanks provided (land-based telephone lines, facsimiles; mobile phones; web sites, e-mail addresses as the case may be).
- In the Business Category, mark x the box(es) that corresponds to the appropriate category of your firm/establishment.
- Mark x the box that describes the nature/manner of acquisition of your Storage Facility. The complete address, area and capacity in the units specified in the form must be provided in the space provided.
- The historical and projected CFC/HCFC requirements per year (in kilograms/s) specifying the type, source and quantity must be supplied in the table provided in item B and C respectively of the application form.

For expeditious processing, the **REQUIREMENTS** (regarded as absolute unless otherwise qualified as optional) as indicated in item D, page 2 of the application form must be enclosed to this application form upon submission to the EMB RO. **Note:** Incomplete applications will not be accepted.