



December 29, 2005

Memorandum Circular  
No. 2005- 23

**SUBJECT : Registration of Dealers, Re-sellers and Retailers of Ozone Depleting Substances (ODS)**

**1. PURPOSE**

This Circular is issued to implement Section 7 of the DENR Administrative Order No. 2004-08 (Revised Chemical Control Order for ODS), which requires the Registration of Dealers, Re-sellers and Retailers of ODS.

**2. COVERAGE**

This Circular covers any person, natural or juridical, engaged in trading, selling, and/or distribution of regulated ODS such as CFCs and HCFCs.

**3. GENERAL GUIDELINES**

- A. Prescribed application forms for the registration must be duly accomplished and notarized.
- B. Newly established enterprises are required to register prior to its operation. However, for existing enterprise, registration period is scheduled 1st quarter the year.
- C. Certificate of Registration is valid within the calendar year and needs to be amended if dealing with additional ODS not covered by the current registration.
- D. Application for registration is on an enterprise and site-specific basis. It is not on a per chemical basis.
- E. Applicants must undergo Orientation on Preservation on Ozone layer and the CCO for ODS.
- F. Training on Handling Chemicals from supplier (with refilling activities).
- G. Terms and conditions stipulated in the Certificate of Registration must be strictly implemented

**4. FEES**

Fees for the Registration of Dealers, Retailers and Re-sellers of ODS

Nature of Ownership	New Application	Renewal/Amendment
Sole Proprietorship	PhP 1,350.00	PhP 870.00
Corporation/Partnership	PhP 2,250.00	PhP 1,450.00

As such, the above fees shall be collected by the Authorized Collecting Officer of the Environmental Management Bureau (EMB) upon filing of application.

**5. RESPONSIBILITY OF THE EMB REGIONAL OFFICE**

The processing, evaluation of application and issuance of Certificate of Registration for ODS shall be the responsibility of the EMB Regional Offices.

**6. FINES AND PENALTIES**


Fines and penalties for any violation of this Circular shall be in accordance with Memorandum Circular No. 2005-003 (Prescribing Graduated Administrative Fines Pursuant to RA 6969 and DAO 92-29). However, for late registration, Resolution 10-A of the Pollution Adjudication Board is hereby adopted and shall be applied.

**7. REPEALING CLAUSE**

All Circulars inconsistent herewith are hereby repealed or modified accordingly.

**8. EFFECTIVITY**

This Memorandum Circular shall enter into force starting January 1, 2006.

  
**MICHAEL T. DEFENSOR**  
Secretary