

ODS Importation Clearance Application Process

**Online Permitting and Monitoring System
User's Manual**



OPMS

Applications ▾

Help ▾

Recognized Labs

register@emailaddress

.....

Sign in

Step 1. Log in using the email and password you have registered with.



Online Permitting and Monitoring System

Environmental Management Bureau

Department of Environment and Natural Resources

Register

For technical concerns, please call (02) 920-2232.

- (PCL) Priority Chemical List
- (PMPIN) Pre Manufacture...
- (CCOr) CCO Registration
- (CCOI) CCO Importation
- (SQI) Small Quantity Imp...
- Hazardous Waste Management
- (IR) Importer Registry
- (IC) Importation Clearance
- Environmental Laboratory
- Data Entry
- (ELR) Env't Lab Recog...
- Philippine Ozone Desk
- (ODS) Registration for...
- (ODS) Importation Cleara...
- (ODS) Dealers and Retailer...
- Water Quality Management
- (DP) Discharge Permit
- Documentation
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Step 2. Click on the **(ODS) Importation Clearance** link.

OPMS R01 Applicant

Navigation

- For Action
- My Account
- My Applications
- Air Quality Management
 - Certificate of Conformity
- Chemical Management
 - (PCL) Priority Chemical List
 - (PMPIN) Pre Manufacture...
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My Approved ODS Importation Clearances

+ New ODS Importation Clearance

No approved application on record

Showing entries 0-0 of 0.

Step 3. For new applications, click on the **New ODS Importation Clearance** button.

For Amendment, an appropriate button will be available as part of the approved application list provided in this page.

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Application for

Application Forms > Chemical Management >

Application Form

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Application Information

*** Application Type**

ODS Registration

Invoice Information

Invoice Type

Invoice No

Company Information

Company/Business Name

Tel. No. **Fax No.**

Company Address

Step 3. Accomplish the form.

Address

Exporter Information

Name **Tel. No.**

Address

Port of Loading

Name **Address**

Port of Arrival

Name **Date**

Address

Present Inventory

Quantity **Storage Size**

Step 3. Once done, click on the **Proceed** button to go to the next step.

OPMS R01 Applicant

Application for Pre-shipment Importation Clearance for Ozone-Depleting Substances and Alternative Chemical Substances

Substance to be Imported

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Substance to be imported

Substance Information

Trade Name Trade name A
Intended Use Sample intended use
Blend Generic Name Methylene Chloride (dichloromethane)

Chemical Composition

Percent	Chemical Name	Chemical Formula
100%	HCFC-123 (dichlorotrifluoroethane)	Ch02

Trade / Brand Name
Quantity kg
Price \$ per kg

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Step 4. Fill in the form.

OPMS R01 Applicant

Application for Pre-shipment Importation Clearance for Ozone-Depleting Substances and Alternative Chemical Substances

Substance to be Imported

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Substance to be imported

Substance Information

Trade Name Trade name A
Intended Use Sample intended use
Blend Generic Name Methylene Chloride (dichloromethane)

Chemical Composition

Percent	Chemical Name	Chemical Formula
100%	HCFC-123 (dichlorotrifluoroethane)	Ch02

Trade / Brand Name
Quantity kg
Price \$ per kg

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Step 5. Once done, click on the **Proceed** button to go to the next step.

OPMS R01 Applicant

Application for Pre-shipment Importation Clearance for Ozone-Depleting Substances and Alternative Chemical Substances

Record of Actual Arrival of Shipment (RAAS) for PSICs under registration ODSa-IR-OL-17-00001-C

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Without arrival data

Pre-shipment Importation Clearance

No previously approved PSIC without arrival data for the selected registration.

With arrival data

Pre-shipment Importation Clearance

No previously approved PSIC with arrival data for this application.

Previous Proceed

Step 6. Actual Arrival of Shipment data entry will be available once ODS Importation Clearances have been approved.

Summary of Transactions for Previous Inventory and Immediately Preceding Importation of the Same Substance

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Transactions [Download CSV Template](#) [Upload CSV File](#)

INSTRUCTIONS

For Batch Upload:

1. Download the CSV Template above
2. Populate fields accordingly. Refer to the format below:

Field	Format / List of Values
Region	R01 = Region I R02 = Region II R03 = Region III R4A = Region IV-A R4B = Region IV-B R05 = Region V R06 = Region VI R07 = Region VII R08 = Region VIII R09 = Region IX R10 = Region X R11 = Region XI R12 = Region XII R13 = Region XIII NCR = National Capital Region CAR = Cordillera Administrative Region ARM = Autonomous Region for Muslim Mindanao NIR = Negros Island Region
Nature of Enterprise	Dealer End User Dealer and End User
Intended Use	FB = Foam Blowing S = Solvent FF = Fire Fighting RACM = Refrigeration and Air Conditioning (Manufacturing) RACM = Refrigeration and Air Conditioning (Servicing) MACS = Mobile Air Conditioning (Servicing) PA = Process Agent A = Aerosol LU = Lab Use
Quantity Distributed	a number in terms of kg
Date of Sale	mm/dd/yyyy

3. Upload the CSV File

For Manual Upload:

1. Click the Add button below
2. Populate fields accordingly
3. Click Save to submit the entry

Step 7a1. There are two ways to input Summary of Transactions.

The first is by batch upload. Click the **Download CSV Template** button to get a copy of the template you may use for uploading data.

My Account

My Applications

Air Quality Management

> Certificate of Conformity

Chemical Management

> (PCL) Priority Chemical List

> (PMPIN) Pre Manufacture...

> (CCOR) CCO Registration

> (CCOI) CCO Importation

> (SQI) Small Quantity Imp...

Hazardous Waste Management

> (IR) Importer Registry

> (IC) Importation Clearance

Environmental Laboratory

> Data Entry

> (ELR) Env't Lab Recog...

Philippine Ozone Desk

> (ODS) Registration for...

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> (ODS) Dealers and Retailer...

Water Quality Management

> (DP) Discharge Permit

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Summary of Transactions for Previous Inventory and Immediately Preceding Importation of the Same Substance

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Quantity Distributed	a number in terms of kg
Date of Sale	mm/dd/yyyy

3. Upload the CSV File

For Manual Upload:

1. Click the Add button below
2. Populate fields accordingly
3. Click Save to submit the entry

Step 7a2. Once the csv file has been filled in, click on the **Upload CSV File** button and select the csv file containing the data.

For Action Chemical Substances

1 transaction saved!

Summary of Transactions for Previous Inventory and Immediately Preceding Importation of the Same Substance

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Transactions [Download CSV Template](#) [Upload CSV File](#)

INSTRUCTIONS
For Batch Upload:

Date of Sale mm/dd/yyyy

3. Upload the CSV File
For Manual Upload:
1. Click the Add button below
2. Populate fields accordingly
3. Click Save to submit the entry

Name	Address	Region	Nature of Enterprise	Intended Use	Quantity Distributed	OR No.	Date of Sale	+ Add
Name A	Address A	Region I	Dealer	Foam Blowing	1000.0 kg	1234456767	June 6, 2016	✖

Previous Proceed

Step 7a3. The data upload should proceed. Shortly after, a progress report will be show on the top of the page saying how many records have been saved. The table towards the bottom of the page will also reflect any transactions saved from the file.

In case of an error with reading the file, the notice at the top of the page will detail which specific rows and columns are at fault as well as how to correct them.

Step 7b1. Alternatively, data may be entered manually through a form. Click on the **Add** button to show the form.

- > (SQI) Small Quantity Imp...
- Hazardous Waste Management
- > (IR) Importer Registry
- > (IC) Importation Clearance
- Environmental Laboratory
- > Data Entry
- > (ELR) Env't Lab Recog...
- Philippine Ozone Desk
- > (ODS) Registration for...
- > (ODS) Importation Clea...
- > (ODS) Dealers and Retailer...
- Water Quality Management
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Field	Format / List of Values
Region	R01 = Region I R02 = Region II R03 = Region III R4A = Region IV-A R4B = Region IV-B R05 = Region V R06 = Region VI R07 = Region VII R08 = Region VIII R09 = Region IX R10 = Region X R11 = Region XI R12 = Region XII R13 = Region XIII NCR = National Capital Region CAR = Cordillera Administrative Region ARM = Autonomous Region for Muslim Mindanao NIR = Negros Island Region
Nature of Enterprise	Dealer End User Dealer and End User
Intended Use	FB = Foam Blowing S = Solvent FF = Fire Fighting RACM = Refrigeration and Air Conditioning (Manufacturing) RACM = Refrigeration and Air Conditioning (Servicing) MACS = Mobile Air Conditioning (Servicing) PA = Process Agent A = Aerosol LU = Lab Use
Quantity Distributed	a number in terms of kg
Date of Sale	mm/dd/yyyy

3. Upload the CSV File
For Manual Upload:

1. Click the Add button below
2. Populate fields accordingly
3. Click Save to submit the entry

Name	Address	Region	Nature of Enterprise	Intended Use	Quantity Distributed	OR No.	Date of Sale	+ Add
Name A	Address A	Region I	Dealer	Foam Blowing	1000.0 kg	1234456767	June 6, 2016	✖

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Water Quality Management

> (DP) Discharge Permit

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	Dealer and End User
Intended Use	FB = Foam Blowing S = Solvent FF = Fire Fighting RACM = Refrigeration and Air Conditioning (Manufacturing) RACM = Refrigeration and Air Conditioning (Servicing) MACS = Mobile Air Conditioning (Servicing) PA = Process Agent A = Aerosol LU = Lab Use
Quantity Distributed	a number in terms of kg
Date of Sale	mm/dd/yyyy

3. Upload the CSV File
For Manual Upload:
1. Click the Add button below
2. Populate fields accordingly
3. Click Save to submit the entry

Name	Address	Region	Nature of Enterprise	Intended Use	Quantity Distributed	OR No.	Date of Sale	+ Add
Name A	Address A	Region I	Dealer	Foam Blowing	1000.0 kg	1234456767	June 6, 2016	✖

Name of Company or Person

Name

Address

Address

Region

Nature of Enterprise

Intended Use

Quantity Distributed

100

kg

Invoice No.

Invoice No.

Date of Sale

mm/dd/yyyy

Save

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Step 7b2. Fill up the form.

Intended Use	FB = Foam Blowing S = Solvent FF = Fire Fighting RACM = Refrigeration and Air Conditioning (Manufacturing) RACM = Refrigeration and Air Conditioning (Servicing) MACS = Mobile Air Conditioning (Servicing) PA = Process Agent A = Aerosol LU = Lab Use
Quantity Distributed	a number in terms of kg
Date of Sale	mm/dd/yyyy

3. Upload the CSV File
For Manual Upload:
1. Click the Add button below
2. Populate fields accordingly
3. Click Save to submit the entry

Name	Address	Region	Nature of Enterprise	Intended Use	Quantity Distributed	OR No.	Date of Sale	+ Add
Name A	Address A	Region I	Dealer	Foam Blowing	1000.0 kg	1234456767	June 6, 2016	

Name of Company or Person

Address

Region

Nature of Enterprise

Intended Use

Quantity Distributed

Invoice No.

Date of Sale

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Step 7b3. Click on the **Save** button to save the inputted data.

My Account

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 - (PCL) Priority Chemical List
 - (PMPIN) Pre Manufacture...
 - (CCOR) CCO Registration
 - (CCOI) CCO Importation
 - (SQI) Small Quantity Imp...
- Hazardous Waste Management

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Summary of Transactions for Previous Inventory and Immediately Preceding Importation of the Same Substance

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Transactions [Download CSV Template](#) [Upload CSV File](#)

INSTRUCTIONS

For Batch Upload:

- Download the CSV Template above
- Populate fields accordingly. Refer to the format below:

Field	Format / List of Values
Region	R01 = Region I R02 = Region II R03 = Region III R4A = Region IV-A R4B = Region IV-B R05 = Region V
Quantity Distributed	a number in terms of kg
Date of Sale	mm/dd/yyyy

3. Upload the CSV File

For Manual Upload:

- Click the Add button below
- Populate fields accordingly
- Click Save to submit the entry

Name	Address	Region	Nature of Enterprise	Intended Use	Quantity Distributed	OR No.	Date of Sale	+ Add
Name B	Address B	Region II	End User	Solvent	100.0 kg	123456789	July 21, 2016	✖
Name A	Address A	Region I	Dealer	Foam Blowing	1000.0 kg	1234456767	June 6, 2016	✖

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Step 8. Click on the **Proceed** button to go to the next step.

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Application for Pre-shipment Importation Clearance for Ozone-Depleting Substances and Alternative Chemical Substances

List of Intended Users for the Pre-shipment Importation Clearance Application

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Intended Users
[Download CSV Template](#)
[Upload CSV File](#)

INSTRUCTIONS (This section is required)

For Batch Upload:

1. Download the CSV Template above
2. Populate fields accordingly. Refer to the format below:

Field	Format / List of Values
Nature of Enterprise	Dealer End User Dealer and End User
Intended Use	FB = Foam Blowing S = Solvent FF = Fire Fighting RACM = Refrigeration and Air Conditioning (Manufacturing) RACM = Refrigeration and Air Conditioning (Servicing) MACS = Mobile Air Conditioning (Servicing) PA = Process Agent A = Aerosol LU = Lab Use
Quantity Distributed	a number in terms of kg
Date of Sale	mm/dd/yyyy

3. Upload the CSV File

For Manual Upload:

1. Click the Add button below
2. Populate fields accordingly
3. Click Save to submit the entry

Name	Address	Contact No	Nature of Enterprise	Intended Use	Quantity Distributed	Purchase Order No. covered by transaction	+ Add
There are no users on record yet							

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Step 9a1. There are two ways to input List of Intended Users.

The first is by batch upload. Click the **Download CSV Template** button to get a copy of the template you may use for uploading data.

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Application for Pre-shipment Importation Clearance for Ozone-Depleting Substances and Alternative Chemical Substances

List of Intended Users for the Pre-shipment Importation Clearance Application

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Intended Users
[Download CSV Template](#)
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INSTRUCTIONS (This section is required)

For Batch Upload:

1. Download the CSV Template above
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Field	Format / List of Values
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Quantity Distributed	a number in terms of kg
Date of Sale	mm/dd/yyyy

3. Upload the CSV File

For Manual Upload:

1. Click the Add button below
2. Populate fields accordingly
3. Click Save to submit the entry

Name	Address	Contact No	Nature of Enterprise	Intended Use	Quantity Distributed	Purchase Order No. covered by transaction	+ Add
There are no users on record yet							

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Step 9a2. Once the csv file has been filled in, click on the **Upload CSV File** button and select the csv file containing the data.

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Application for Pre-shipment Importation Clearance for Ozone-Depleting Substances and Alternative Chemical Substances

1 transaction saved!

List of Intended Users for the Pre-shipment Importation Clearance Application

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Intended Users [Download CSV Template](#) [Upload CSV File](#)

INSTRUCTIONS (This section is required)

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Quantity Distributed	a number in terms of kg
Date of Sale	mm/dd/yyyy

3. Upload the CSV File

For Manual Upload:

1. Click the Add button below
2. Populate fields accordingly
3. Click Save to submit the entry

Name	Address	Contact No	Nature of Enterprise	Intended Use	Quantity Distributed	Purchase Order No. covered by transaction	+ Add
User A	Address C	(02) 123-0987	Dealer	S	100.0 kg	None	✖

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Step 9a3. The data upload should proceed. Shortly after, a progress report will be show on the top of the page saying how many records have been saved. The table towards the bottom of the page will also reflect any transactions saved from the file.

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OPMS R01 Applicant

Application for Pre-shipment Importation Clearance for Ozone-Depleting Substances and Alternative Chemical Substances

1 transaction saved!

List of Intended Users for the Pre-shipment Importation Clearance Application

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Intended Users [Download CSV Template](#) [Upload CSV File](#)

INSTRUCTIONS (This section is required)

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Quantity Distributed	a number in terms of kg
Date of Sale	mm/dd/yyyy

3. Upload the CSV File

For Manual Upload:

1. Click the Add button below
2. Populate fields accordingly
3. Click Save to submit the entry

Name	Address	Contact No	Nature of Enterprise	Intended Use	Quantity Distributed	Purchase Order No. covered by transaction	+ Add
User A	Address C	(02) 123-0987	Dealer	S	100.0 kg	None	✖

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Step 9b1. Alternatively, data may be entered manually through a form. Click on the **Add** button to show the form.

Philippine Ozone Desk

- > (ODS) Registration for...
- > (ODS) Importation Cleara...
- > (ODS) Dealers and Retailer...

Water Quality Management

- > (DP) Discharge Permit

Documentation

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Quantity Distributed	a number in terms of kg
Date of Sale	mm/dd/yyyy

3. Upload the CSV File
 For Manual Upload:
1. Click the Add button below
 2. Populate fields accordingly
 3. Click Save to submit the entry

Name	Address	Contact No	Nature of Enterprise	Intented Use	Quantity Distributed	Purchase Order No. covered by transaction	+ Add
User A	Address C	(02) 123-0987	Dealer	S	100.0 kg	None	✖

Name of Company or Person

Address

Contact No.

Nature of Enterprise

Intented Use

Quantity Distributed

Purchase Order Number

Step 9b2. Fill up the form.

Philippine Ozone Desk

- > (ODS) Registration for...
- > (ODS) Importation Cleara...
- > (ODS) Dealers and Retailer...

Water Quality Management

- > (DP) Discharge Permit

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Quantity Distributed	a number in terms of kg
Date of Sale	mm/dd/yyyy

3. Upload the CSV File
For Manual Upload:
1. Click the Add button below
 2. Populate fields accordingly
 3. Click Save to submit the entry

Name	Address	Contact No	Nature of Enterprise	Intented Use	Quantity Distributed	Purchase Order No. covered by transaction	+ Add
User A	Address C	(02) 123-0987	Dealer	S	100.0 kg	None	✖

Name of Company or Person

Address

Contact No.

Nature of Enterprise

Intented Use

Quantity Distributed

Purchase Order Number

Save

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Step 9b3. Click on the **Save** button to save the inputted data.

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Application for Pre-shipment Importation Clearance for Ozone-Depleting Substances and Alternative Chemical Substances

List of Intended Users for the Pre-shipment Importation Clearance Application

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Intended Users [Download CSV Template](#) [Upload CSV File](#)

INSTRUCTIONS (This section is required)

For Batch Upload:

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Field	Format / List of Values
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Intended Use	FB = Foam Blowing S = Solvent FF = Fire Fighting RACM = Refrigeration and Air Conditioning (Manufacturing) RACM = Refrigeration and Air Conditioning (Servicing) MACS = Mobile Air Conditioning (Servicing) PA = Process Agent A = Aerosol LU = Lab Use
Quantity Distributed	a number in terms of kg
Date of Sale	mm/dd/yyyy

3. Upload the CSV File

For Manual Upload:

1. Click the Add button below
2. Populate fields accordingly
3. Click Save to submit the entry

Name	Address	Contact No	Nature of Enterprise	Intended Use	Quantity Distributed	Purchase Order No. covered by transaction	+ Add
User B	Address D	(02) 987-6543	End User	FF	100.0 kg	1234545689	✖
User A	Address C	(02) 123-0987	Dealer	S	100.0 kg	None	✖

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Step 10. Click on the **Proceed** button to go to the next step.

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Application for Pre-shipment Importation Clearance for Ozone-Depleting Substances and Alternative Chemical Substances

Download Application Form

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Notarize Application Form

i Download the following application forms **after payment** and have it notarized. Go back to this website and finalize your application.

Application No.	Application Type	Application for	Timestamp	Download
5	ODS Importation Clearance	My Company	July 6, 2017, 10:30 p.m.	Application Form

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Step 11. Notarization is only required once payment has been made so skip this step for now. Click on the **Proceed** button to go to the next step.

OPMS R01 Applicant

Application for Pre-shipment Importation Clearance for Ozone-Depleting Substances and Alternative Chemical Substances

Upload Required Documents

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Upload supporting documents by dragging files to this page or by clicking the Add Files button.

NOTES:

- Maximum filesize is 20MB.
- Split files that are greater than 20MB and upload them separately.
- Accepted filetypes are pdf, jpg, jpeg, png, gif.
- An asterisk (*) indicates that the item is required.
- The Finalize application button will only be enabled once the required documents are complete.

- Official Receipt
- Notarized Application Form
- Bill of Lading
- Commercial Invoice
- Import Entry Internal Revenue
- Proforma Invoice*

No attachments yet.

+ Add files Cancel upload Finalize application

Step 12. To add files, click on the **Add files** button.

Alternatively, you may drag and drop files into the page and they will be added as well.

OPMS R01 Applicant

Application for Pre-shipment Importation Clearance for Ozone-Depleting Substances and Alternative Chemical Substances

Upload Required Documents

Previous	Step 1 Basic Information	Step 2 Substance to be Imported	Step 3 Actual Arrival of Shipment	Step 4 Summary of Transactions	Step 5 List of Intended Users	Step 6 Download Application Form	Step 7 Upload Requirements	Next
----------	-----------------------------	------------------------------------	--------------------------------------	-----------------------------------	----------------------------------	-------------------------------------	-------------------------------	------

Upload supporting documents by dragging files to this page or by clicking the Add Files button.

NOTES:
Maximum filesize is 20MB.
Split files that are greater than 20MB and upload them separately.
Accepted filetypes are pdf, jpg, jpeg, png, gif.
An asterisk (*) indicates that the item is required.
The Finalize application button will only be enabled once the required documents are complete.

- Official Receipt
- Notarized Application Form
- Bill of Lading
- Commercial Invoice
- Import Entry Internal Revenue
- Proforma Invoice*

No attachments yet.

+ Add files Cancel upload Finalize application

invoice.pdf	7.8 KIB	Please select appropriate file types	Save	Cancel
-------------	---------	--------------------------------------	------	--------

Official Receipt

Step 13. Once a file has been added, set the requirement which that file satisfies.

Click on the **Save** button to upload the file.

OPMS R01 Applicant

Application for Pre-shipment Importation Clearance for Ozone-Depleting Substances and Alternative Chemical Substances

Upload Required Documents

Previous	Step 1 Basic Information	Step 2 Substance to be Imported	Step 3 Actual Arrival of Shipment	Step 4 Summary of Transactions	Step 5 List of Intended Users	Step 6 Download Application Form	Step 7 Upload Requirements	Next
----------	-----------------------------	------------------------------------	--------------------------------------	-----------------------------------	----------------------------------	-------------------------------------	-------------------------------	------

Upload supporting documents by dragging files to this page or by clicking the Add Files button.

NOTES:
 Maximum filesize is 20MB.
 Split files that are greater than 20MB and upload them separately.
 Accepted filetypes are pdf, jpg, jpeg, png, gif.
 An asterisk (*) indicates that the item is required.
 The Finalize application button will only be enabled once the required documents are complete.

- Official Receipt
- Notarized Application Form
- Bill of Lading
- Commercial Invoice
- Import Entry Internal Revenue
- Proforma Invoice*

You uploaded 1 attachment.

+ Add files Cancel upload Finalize application

invoice.pdf	7.8 KIB	Please select appropriate file types	Delete
		Proforma Invoice*	

Step 14. Repeat the previous step for all the required documents.

OPMS R01 Applicant

Application for Pre-shipment Importation Clearance for Ozone-Depleting Substances and Alternative Chemical Substances

Upload Required Documents

Previous	Step 1 Basic Information	Step 2 Substance to be Imported	Step 3 Actual Arrival of Shipment	Step 4 Summary of Transactions	Step 5 List of Intended Users	Step 6 Download Application Form	Step 7 Upload Requirements	Next
----------	-----------------------------	------------------------------------	--------------------------------------	-----------------------------------	----------------------------------	-------------------------------------	-------------------------------	------

Upload supporting documents by dragging files to this page or by clicking the Add Files button.

NOTES:
Maximum filesize is 20MB.
Split files that are greater than 20MB and upload them separately.
Accepted filetypes are pdf, jpg, jpeg, png, gif.
An asterisk (*) indicates that the item is required.
The Finalize application button will only be enabled once the required documents are complete.

- Official Receipt
- Notarized Application Form
- Bill of Lading
- Commercial Invoice
- Import Entry Internal Revenue
- Proforma Invoice*

You uploaded 1 attachment.

+ Add files Cancel upload **Finalize application**

invoice.pdf	7.8 KiB	Please select appropriate file types	Delete
		Proforma Invoice*	

Step 15. Once all the required attachments have been uploaded, the application may be finalized.

Click on the **Finalize application** button.

Terms and Conditions

The following Terms and Conditions contain significant agreements involving all users of EMB-DENR's Online Permitting and Monitoring System (Online PMS). We therefore advise you to please review these terms and conditions carefully and indicate whether you agree or disagree to them by clicking on the corresponding box towards the end of this document.

All the terms "You", "Your" and "Yours" will refer to the Online PMS user. The terms "We", "Us" and "Our" refer to EMB-DENR. The words "System" refer to Online PMS.

Your Username is the email address that you have provided in the registration page. The phrase "your access" or "system account" refers to the combination of your email address and password that you have registered in the system. The term "username" and "email address" will be used interchangeably to refer to the set of characters that you use to access the system.

The term "Confidential Business Information (CBI)" refers to an information considered as trade secret, i.e., an information which: (a) is secret in the sense that it is not, as a body or in the precise configuration and assembly of its components, generally known among or readily accessible to persons within the circles that normally deal with kind of information in question; (b) has commercial value because it is secret; (c) has been subject to reasonable steps under the circumstance, by the person lawfully in control of the information, to keep it secret. The phrase "disclosing party" is the company that have or made the CBI declaration or submission.

TERMS AND CONDITIONS

1. USER ACCESS

1.1. When you choose and click on "I Agree," you are construed by us as signifying your confirmation that you have read and understood Online PMS's Terms and Conditions and that you unconditionally bind yourself to all terms and conditions herein. In the event that your availment of a service, facility, or benefit of Online PMS will violate or result in the violation of your agreement with EMB-DENR, you will not avail yourself of such service, facility or benefit of Online PMS.

Proforma Invoice*

You uploaded 1 attachment.

+ Add files Cancel upload Finalize application

invoice.pdf	7.8 KIB	Please select appropriate file types	Delete
		Proforma Invoice*	

Step 16. Read the Terms and Conditions.

OPMS R01 Applicant

Navigation

- For Action
- My Account
- My Applications
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- Chemical Management
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 - (PMPIN) Pre Manufacture...
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 - (CCOI) CCO Importation
 - (SQI) Small Quantity Imp...
- Hazardous Waste Management
 - (IR) Importer Registry
 - (IC) Importation Clearance
- Environmental Laboratory
 - Data Entry
 - (ELR) Env't Lab Recog...
- Philippine Ozone Desk
 - (ODS) Registration for...
 - (ODS) Importation Cleara...
 - (ODS) Dealers and Retailer...
- Water Quality Management

2.6.3. Any loss or damage caused by any access through your username and password when the same is prohibited, restricted, delayed or otherwise affected by:

2.6.3.1 any law or regulation of the country from where Online PMS is accessed and/or the terms and conditions prescribed by your internet service or information service provider; or

2.6.4. Any loss or damage caused by any act or omission of your internet service, information service provider or network provider;

2.6.5. Any loss or damage due to your interference or tampering with, or alteration or misuse of, or amendment to, Online PMS.

2.7. There is no responsibility on our part should communications facility malfunction have an effect on the timeliness or accuracy of the instructions sent.

3.0. PROPRIETARY RIGHTS

3.1. All trade mark, trade name, service mark, patent copyright remain vested in us and may not be used, copied, modified without the proper notice in writing and consent from us.

3.2. We will not be liable for the files uploaded in our server(s) by our clients or registrants for any copyright infringement, plagiarism, or any violation in the Intellectual Property Code of the Philippines.

The Terms and Conditions contained herein are governed by the laws of the Republic of the Philippines and all suits to enforce this Agreement will have to be settled in the proper courts of the Quezon City.

I have read and fully understood the **Terms and Conditions** of Online PMS and hereby agree to be governed by the said terms and conditions.

Cancel I agree

You uploaded 1 attachment.

+ Add files Cancel upload Finalize application

invoice.pdf	7.8 KIB	Please select appropriate file types	Delete
		Proforma Invoice*	

Step 17. Click on the **I agree** button to agree to the terms and finalize the application.

OPMS R01 Applicant

Navigation

- For Action
- My Account
- My Applications**
- Air Quality Management
 - Certificate of Conformity
- Chemical Management
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 - (PMPIN) Pre Manufacture...
 - (CCOr) CCO Registration**
 - (CCOi) CCO Importation
 - (SQI) Small Quantity Imp...
- Hazardous Waste Management
 - (IR) Importer Registry
 - (IC) Importation Clearance
- Environmental Laboratory
 - Data Entry
 - (ELR) Env't Lab Recog...
- Philippine Ozone Desk
 - (ODS) Registration for...
 - (ODS) Importation Cleara...
 - (ODS) Dealers and Retailer...
- Water Quality Management

View Application

Home > View Application > ODS Importation Clearance

Application Number: 5

In-process

Application Details | Evaluation | Attachments | Applicant Details

Application Information

Application for	Pre-shipment Importation Clearance for Ozone-Depleting Substances and Alternative Chemical Substances
Application No.	5
Application Type	New
Registration Application No.	4
Tariff Code	None

Company Information

Company/Business Name	My Company
Tel. No.	(02) 123-4567
Fax No.	(02) 123-4568
Address	123 My Street, Visaya, VINTAR, ILOCOS NORTE, Philippines

Contact Person

Name	Juan dela Cruz
Position	(02) 123-4569
Telephone Number	(02) 123-4569
Mobile No.	0912-345-6789

The application has now been submitted to EMB for screening and processing.

Click on the My Applications link to view status of your applications.

OPMS R01 Applicant

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- For Action
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 - (PCL) Priority Chemical List
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 - (CCOI) CCO Importation
 - (SQI) Small Quantity Imp...
 - Hazardous Waste Management
 - (IR) Importer Registry
 - (IC) Importation Clearance
 - Environmental Laboratory
 - Data Entry
 - (ELR) Env't Lab Recog...
 - Philippine Ozone Desk
 - (ODS) Registration for...
 - (ODS) Importation Cleara...
 - (ODS) Dealers and Retailer...
 - Water Quality Management

My Applications You have 5 application/s My Account > My Applications

Application No.	Start Date	Purpose	Status	Date Approved	Current Division	Action
5	July 6, 2017, 11:06 p.m.	ODS Importation Clearance	In-process : For Screening		Chemical Management Section	View
4	July 6, 2017, 10:20 p.m.	ODS Importer Registration	Approved			View
3	July 6, 2017, 2:50 p.m.	Discharge Permit	In-process : For Screening		Water Quality Management	View
2	July 6, 2017, 11:28 a.m.	Priority Chemical List Compliance	Not finalized yet			Update
1	July 5, 2017, 3:13 p.m.	Chemical Control Order Registration	Approved			View

Showing entries 1-5 of 5.

Status for all submitted applications may be viewed in the My Applications page.

OPMS R01 Applicant

Navigation

Hi R01 You have 1 task Worklist

For Action

My Account

My Applications

Air Quality Management

- Certificate of Conformity

Chemical Management

- (PCL) Priority Chemical List
- (PMPIN) Pre Manufacture...
- (CCOR) CCO Registration
- (CCOI) CCO Importation
- (SQI) Small Quantity Imp...

Hazardous Waste Management

- (IR) Importer Registry
- (IC) Importation Clearance

Environmental Laboratory

- Data Entry
- (ELR) Env't Lab Recog...

Philippine Ozone Desk

- (ODS) Registration for...
- (ODS) Importation Cleara...
- (ODS) Dealers and Retailer...

Water Quality Management

My Worklist

App No.	Received	Purpose	Applicant - Company	Forwarded by - Division	Action Needed	Remarks	Processing Attachments	Preview	Action
5	July 6, 2017, 11:09 p.m.	ODS Importation Clearance	R01 Applicant - R01 Companyasdas	CEN CMS Unit Administrator - Chemical Management Section	Provide Payment Information			Preview	Update Payment Info

Showing entries 1-1 of 1.

Step 18. Once the application has been verified, the application will be returned to you for payment.

Just log into your account and you will find an item on your worklist.

Click on the **Update Payment Info** button to get started.

OPMS R01 Applicant

Application for ODS Importation Clearance Payment Info > ODS Importation Clearance

Payment Information

Order of Payment (OP)

INSTRUCTIONS

1. Download the Order of Payment.
2. Present the Order of Payment to the EMB or Bank Cashier. Pay the assessed amount.
3. Go back to this website and update the Payment Information below. To go back to this page, click on the My Applications link located on the left and click on the Update button. Use the 'Proceed' button to navigate to this step.
4. Take a picture of the OR and upload it on the next step.

Payment Information (Application Fee)  Download Order of Payment

Paid thru Bank?	<input type="checkbox"/>
OP Number	ODSIC-17-00001
OR/Transaction Number	<input type="text"/>
Amount Paid	<input type="text"/>
Date of Payment	<input type="text" value="mm/dd/yyyy"/>
Soft copy of OR	<input type="text" value="Choose File No file chosen"/>

[Proceed](#)

Step 19. Click on the Download Order of Payment to view the order of payment for your application.



Republic of the Philippines
Department of Environmental and Natural Resources
ENVIRONMENTAL MANAGEMENT BUREAU
Central Office
East Ave, Central Diliman, Quezon City, 1101 Metro Manila

ORDER OF PAYMENT

DATE	July 7, 2017
OP NUMBER	ODSIC-17-00001
APPLICATION ID	5
APPLICATION TYPE	ODSIC

The Chief
Cashier Section

Please issue Official Receipt in favor of

COMPANY	MY COMPANY
ADDRESS	123 MY STREET, VISAYA, VINTAR, ILOCOS NORTE, PHILIPPINES

as a payment of the following:

Step 20. Download and pay for the order of payment.

OPMS R01 Applicant

Navigation

Hi R01 You have 1 task Worklist

For Action

My Account

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Air Quality Management

- Certificate of Conformity

Chemical Management

- (PCL) Priority Chemical List
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- (SQI) Small Quantity Imp...

Hazardous Waste Management

- (IR) Importer Registry
- (IC) Importation Clearance

Environmental Laboratory

- Data Entry
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Philippine Ozone Desk

- (ODS) Registration for...
- (ODS) Importation Cleara...
- (ODS) Dealers and Retailer...

Water Quality Management

My Worklist

App No.	Received	Purpose	Applicant - Company	Forwarded by - Division	Action Needed	Remarks	Processing Attachments	Preview	Action
5	July 6, 2017, 11:09 p.m.	ODS Importation Clearance	R01 Applicant - R01 Companyasdas	CEN CMS Unit Administrator - Chemical Management Section	Provide Payment Information			Preview	Update Payment Info

Showing entries 1-1 of 1.

Step 21. Log back into OPMS the click on the **Update Payment Info** button again.

OPMS R01 Applicant

Application for ODS Importation Clearance Payment Info > ODS Importation Clearance

Payment Information

Order of Payment (OP)

INSTRUCTIONS

1. Download the Order of Payment.
2. Present the Order of Payment to the EMB or Bank Cashier. Pay the assessed amount.
3. Go back to this website and update the Payment Information below. To go back to this page, click on the My Applications link located on the left and click on the Update button. Use the 'Proceed' button to navigate to this step.
4. Take a picture of the OR and upload it on the next step.

Payment Information (Application Fee) Download Order of Payment

Paid thru Bank?	<input type="checkbox"/>
OP Number	ODSIC-17-00001
OR/Transaction Number	<input type="text"/>
Amount Paid	<input type="text"/>
Date of Payment	<input type="text" value="mm/dd/yyyy"/>
Soft copy of OR	<input type="text" value="Choose File No file chosen"/>

Proceed

Step 22. Fill in the payment information.

OPMS R01 Applicant

Application for ODS Importation Clearance Payment Info > ODS Importation Clearance

Payment Information

Order of Payment (OP)

INSTRUCTIONS

1. Download the Order of Payment.
2. Present the Order of Payment to the EMB or Bank Cashier. Pay the assessed amount.
3. Go back to this website and update the Payment Information below. To go back to this page, click on the My Applications link located on the left and click on the Update button. Use the 'Proceed' button to navigate to this step.
4. Take a picture of the OR and upload it on the next step.

Payment Information (Application Fee) [Download Order of Payment](#)

Paid thru Bank?	<input type="checkbox"/>
OP Number	ODSIC-17-00001
OR/Transaction Number	<input type="text" value="123456789"/>
Amount Paid	<input type="text" value="₱ 1725"/>
Date of Payment	<input type="text" value="07/03/2017"/>
Soft copy of OR	<input type="text" value="Choose File or .pdf"/>

[Proceed](#)

Step 23. Click on the **Proceed** button to save.

OPMS R01 Applicant

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 - (SQI) Small Quantity Imp...
- Hazardous Waste Management
 - (IR) Importer Registry
 - (IC) Importation Clearance
- Environmental Laboratory
 - Data Entry
 - (ELR) Env't Lab Recog...
- Philippine Ozone Desk
 - (ODS) Registration for...

Process Application

For Action > Process Application > ODS Importation Clearance > 5

Application No: 5

Process Evaluation Application Details Attachments Applicant Details

Action Taken

Remarks

Attachments (optional)

File	Description
<input type="text"/> Select file	<input type="text"/> remove
<input type="text"/> Select file	<input type="text"/> remove
<input type="text"/> Select file	<input type="text"/> remove

[add another](#)

[Cancel](#) [Submit](#)

Step 24. Select the appropriate action taken choice then add a remark.

OPMS R01 Applicant

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 - (ODS) Registration for...

Process Application

For Action > Process Application > ODS Importation Clearance > 5

Application No: 5

Process Evaluation Application Details Attachments Applicant Details

Action Taken: Submit Requested Information

Remarks: Submitted payment information

Attachments (optional)

File	Description
<input type="text"/> Select file remove
<input type="text"/> Select file remove
<input type="text"/> Select file remove

[add another](#)

[Cancel](#) [Submit](#)

Step 25. Click on the **Submit** button to forward the application to an EMB staff.

OPMS R01 Applicant

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- For Action
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 - (IR) Importer Registry
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- Environmental Laboratory
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 - (ELR) Env't Lab Recog...
- Philippine Ozone Desk

Hi R01 Worklist

Successfully forwarded application!

My Worklist

App No.	Received	Purpose	Applicant - Company	Forwarded by - Division	Action Needed	Remarks	Processing Attachments	Preview	Action
👉 Your worklist is empty.									

The payment information will now be verified by an EMB staff.

Once done, the application will again be returned to the applicant for notarization of application form.

OPMS R01 Applicant

Navigation Hi R01 You have 1 task Worklist

For Action

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- (CCOI) CCO Importation
- (SQI) Small Quantity Imp...

Hazardous Waste Management

- (IR) Importer Registry
- (IC) Importation Clearance

Environmental Laboratory

- Data Entry
- (ELR) Env't Lab Recog...

Permitting & Compliance

My Worklist

App No.	Received	Purpose	Applicant - Company	Forwarded by - Division	Action Needed	Remarks	Processing Attachments	Preview	Action
5	July 7, 2017, 1:03 a.m.	ODS Importation Clearance	R01 Applicant - R01 Companyasdas	CEN CMS Unit Administrator - Chemical Management Section	Update Application	Attach notarized application form		Preview	Update

Showing entries 1-1 of 1.

Step 26. Click on the **Update** button.

OPMS R01 Applicant

Application for Pre-shipment Importation Clearance for Ozone-Depleting Substances and Alternative Chemical Substances > ODSIC

Application Form

Previous	Step 1 Basic Information	Step 2 Substance to be Imported	Step 3 Actual Arrival of Shipment	Step 4 Summary of Transactions	Step 5 List of Intended Users	Step 6 Download Application Form	Step 7 Upload Requirements	Next
----------	-----------------------------	------------------------------------	--------------------------------------	-----------------------------------	----------------------------------	-------------------------------------	-------------------------------	------

Application Information

* **Application Type** New

ODS Registration 4 - R01 Applicant - R01 Companyasdas ODS Importer Registration

Invoice Information

Invoice Type Invoice Number

Invoice No 1234567819

Company Information

Company/Business Name My Company

Tel. No. (02) 123-4567 **Fax No.** (02) 123-4568

Company Address

Office Address

No. & Street Name 123 My Street

Step 27. Click on the **Next** button until you reach Step 6.

OPMS R01 Applicant

Application for Pre-shipment Importation Clearance for Ozone-Depleting Substances and Alternative Chemical Substances

Download Application Form

[Previous](#)
[Step 1 Basic Information](#)
[Step 2 Substance to be Imported](#)
[Step 3 Actual Arrival of Shipment](#)
[Step 4 Summary of Transactions](#)
[Step 5 List of Intended Users](#)
[Step 6 Download Application Form](#)
[Step 7 Upload Requirements](#)
[Next](#)

Notarize Application Form

i Download the following application forms **after payment** and have it notarized. Go back to this website and finalize your application.

Application No.	Application Type	Application for	Timestamp	Download
5	ODS Importation Clearance	My Company	July 6, 2017, 10:30 p.m.	Application Form

[Previous](#)
[Proceed](#)

Step 28. Click on the **Application Form** button to view a printable version of the application form.

Print the form and have it notarized.

OPMS R01 Applicant

Navigation Hi R01 You have 1 task Worklist

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- (CCOr) CCO Registration
- (CCOi) CCO Importation
- (SQI) Small Quantity Imp...

Hazardous Waste Management

- (IR) Importer Registry
- (IC) Importation Clearance

Environmental Laboratory

- Data Entry
- (ELR) Env't Lab Recog...

Permits & Compliance

My Worklist

App No.	Received	Purpose	Applicant - Company	Forwarded by - Division	Action Needed	Remarks	Processing Attachments	Preview	Action
5	July 7, 2017, 1:03 a.m.	ODS Importation Clearance	R01 Applicant - R01 Companyasdas	CEN CMS Unit Administrator - Chemical Management Section	Update Application	Attach notarized application form		Preview	Update

Showing entries 1-1 of 1.

Step 29. Log back into OPMS. Click on the **Update** button.

OPMS R01 Applicant

Application for Pre-shipment Importation Clearance for Ozone-Depleting Substances and Alternative Chemical Substances > ODSIC

Application Form

Previous	Step 1 Basic Information	Step 2 Substance to be Imported	Step 3 Actual Arrival of Shipment	Step 4 Summary of Transactions	Step 5 List of Intended Users	Step 6 Download Application Form	Step 7 Upload Requirements	Next
----------	-----------------------------	------------------------------------	--------------------------------------	-----------------------------------	----------------------------------	-------------------------------------	-------------------------------	------

Application Information

* **Application Type** New

ODS Registration 4 - R01 Applicant - R01 Companyasdas ODS Importer Registration

Invoice Information

Invoice Type Invoice Number

Invoice No 1234567819

Company Information

Company/Business Name My Company

Tel. No. (02) 123-4567 **Fax No.** (02) 123-4568

Company Address

Office Address

No. & Street Name 123 My Street

Step 30. Click on the **Next** button until you reach Step 7.

OPMS R01 Applicant

Application for Pre-shipment Importation Clearance for Ozone-Depleting Substances and Alternative Chemical Substances

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 - (CCOI) CCO Importation
 - (SQI) Small Quantity Imp...
- Hazardous Waste Management
 - (IR) Importer Registry
 - (IC) Importation Clearance
- Environmental Laboratory
 - Data Entry
 - (ELR) Env't Lab Recog...
- Philippine Ozone Desk
 - (ODS) Registration for...
 - (ODS) Importation Cleara...
 - (ODS) Dealers and Retailer...
- Water Quality Management

Upload Required Documents

Previous | Step 1 Basic Information | Step 2 Substance to be Imported | Step 3 Actual Arrival of Shipment | Step 4 Summary of Transactions | Step 5 List of Intended Users | Step 6 Download Application Form | Step 7 Upload Requirements | Next

Upload supporting documents by dragging files to this page or by clicking the Add Files button.

NOTES:

- Maximum filesize is 20MB.
- Split files that are greater than 20MB and upload them separately.
- Accepted filetypes are pdf, jpg, jpeg, png, gif.
- An asterisk (*) indicates that the item is required.
- The Finalize application button will only be enabled once the required documents are complete.

- Official Receipt
- Notarized Application Form
- Bill of Lading
- Commercial Invoice
- Import Entry Internal Revenue
- Proforma Invoice*

You uploaded 2 attachments.

[+ Add files](#) [Cancel upload](#) [Finalize application](#)

Previously attached files

or.pdf	Official Receipt	Delete
invoice.pdf	Proforma Invoice*	Delete

Step 31. Click on the **Add files** button then select the notarized application.

My Applications

Air Quality Management

- Certificate of Conformity

Chemical Management

- (PCL) Priority Chemical List
- (PMPIN) Pre Manufacture...
- (CCOR) CCO Registration
- (CCOI) CCO Importation
- (SQI) Small Quantity Imp...

Hazardous Waste Management

- (IR) Importer Registry
- (IC) Importation Clearance

Environmental Laboratory

- Data Entry
- (ELR) Env't Lab Recog...

Philippine Ozone Desk

- (ODS) Registration for...
- (ODS) Importation Cleara...
- (ODS) Dealers and Retailer...

Water Quality Management

- (DP) Discharge Permit

Documentation

- Tutorials

Previous Step 1 Basic Information Step 2 Substance to be Imported Step 3 Actual Arrival of Shipment Step 4 Summary of Transactions Step 5 List of Intended Users Step 6 Download Application Form Step 7 Upload Requirements Next

Upload supporting documents by dragging files to this page or by clicking the Add Files button.

NOTES:

- Maximum filesize is 20MB.
- Split files that are greater than 20MB and upload them separately.
- Accepted filetypes are pdf, jpg, jpeg, png, gif.
- An asterisk (*) indicates that the item is required.
- The Finalize application button will only be enabled once the required documents are complete.

- Official Receipt
- Notarized Application Form
- Bill of Lading
- Commercial Invoice
- Import Entry Internal Revenue
- Proforma Invoice*

You uploaded 2 attachments.

+ Add files Cancel upload Finalize application

notarized.pdf	7.8 KIB	Please select appropriate file types	Save	Cancel
Notarized Application Form				

Previously attached files

or.pdf	Official Receipt	Delete
invoice.pdf	Proforma Invoice*	Delete

Step 32. Select the appropriate file type then click on the **Save** button.

My Applications

- Air Quality Management
 - Certificate of Conformity
- Chemical Management
 - (PCL) Priority Chemical List
 - (PMPIN) Pre Manufacture...
 - (CCOR) CCO Registration
 - (CCOI) CCO Importation
 - (SQI) Small Quantity Imp...
- Hazardous Waste Management
 - (IR) Importer Registry
 - (IC) Importation Clearance
- Environmental Laboratory
 - Data Entry
 - (ELR) Env't Lab Recog...
- Philippine Ozone Desk
 - (ODS) Registration for...
 - (ODS) Importation Cleara...
 - (ODS) Dealers and Retailer...
- Water Quality Management
 - (DP) Discharge Permit
- Documentation
- Tutorials

Previous | **Step 1 Basic Information** | Step 2 Substance to be Imported | Step 3 Actual Arrival of Shipment | Step 4 Summary of Transactions | Step 5 List of Intended Users | Step 6 Download Application Form | Step 7 Upload Requirements | **Next**

Upload supporting documents by dragging files to this page or by clicking the Add Files button.

NOTES:
Maximum filesize is 20MB.
Split files that are greater than 20MB and upload them separately.
Accepted filetypes are pdf, jpg, jpeg, png, gif.
An asterisk (*) indicates that the item is required.
The Finalize application button will only be enabled once the required documents are complete.

- Official Receipt**
- Notarized Application Form**
- Bill of Lading**
- Commercial Invoice**
- Import Entry Internal Revenue**
- Proforma Invoice***

You uploaded 3 attachments.

[+ Add files](#) [Cancel upload](#) [Finalize application](#)

notarized.pdf	7.8 KIB	Please select appropriate file types Notarized Application Form	Delete
---------------	---------	--	--------

Previously attached files

or.pdf	Official Receipt	Delete
invoice.pdf	Proforma Invoice*	Delete

Step 33. Click on the **Finalize application** button.

Terms and Conditions

The following Terms and Conditions contain significant agreements involving all users of EMB-DENR's Online Permitting and Monitoring System (Online PMS). We therefore advise you to please review these terms and conditions carefully and indicate whether you agree or disagree to them by clicking on the corresponding box towards the end of this document.

All the terms "You", "Your" and "Yours" will refer to the Online PMS user. The terms "We", "Us" and "Our" refer to EMB-DENR. The words "System" refer to Online PMS.

Your Username is the email address that you have provided in the registration page. The phrase "your access" or "system account" refers to the combination of your email address and password that you have registered in the system. The term "username" and "email address" will be used interchangeably to refer to the set of characters that you use to access the system.

The term "Confidential Business Information (CBI)" refers to an information considered as trade secret, i.e., an information which: (a) is secret in the sense that it is not, as a body or in the precise configuration and assembly of its components, generally known among or readily accessible to persons within the circles that normally deal with kind of information in question; (b) has commercial value because it is secret; (c) has been subject to reasonable steps under the circumstance, by the person lawfully in control of the information, to keep it secret. The phrase "disclosing party" is the company that have or made the CBI declaration or submission.

TERMS AND CONDITIONS

1. USER ACCESS

1.1. When you choose and click on "I Agree," you are construed by us as signifying your confirmation that you have read and understood Online PMS's Terms and Conditions and that you unconditionally bind yourself to all terms and conditions herein. In the event that your availment of a service, facility, or benefit of Online PMS will violate or result in the violation of your agreement with EMB-DENR, you will not avail yourself of such service, facility or benefit of Online PMS.

Proforma Invoice*

You uploaded 1 attachment.

+ Add files Cancel upload Finalize application

invoice.pdf	7.8 KIB	Please select appropriate file types	Delete
		Proforma Invoice*	

Step 34. Read the Terms and Conditions.

OPMS R01 Applicant

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 - (ODS) Dealers and Retailer...
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2.6.3. Any loss or damage caused by any access through your username and password when the same is prohibited, restricted, delayed or otherwise affected by:

2.6.3.1 any law or regulation of the country from where Online PMS is accessed and/or the terms and conditions prescribed by your internet service or information service provider; or

2.6.4. Any loss or damage caused by any act or omission of your internet service, information service provider or network provider;

2.6.5. Any loss or damage due to your interference or tampering with, or alteration or misuse of, or amendment to, Online PMS.

2.7. There is no responsibility on our part should communications facility malfunction have an effect on the timeliness or accuracy of the instructions sent.

3.0. PROPRIETARY RIGHTS

3.1. All trade mark, trade name, service mark, patent copyright remain vested in us and may not be used, copied, modified without the proper notice in writing and consent from us.

3.2. We will not be liable for the files uploaded in our server(s) by our clients or registrants for any copyright infringement, plagiarism, or any violation in the Intellectual Property Code of the Philippines.

The Terms and Conditions contained herein are governed by the laws of the Republic of the Philippines and all suits to enforce this Agreement will have to be settled in the proper courts of the Quezon City.

I have read and fully understood the **Terms and Conditions** of Online PMS and hereby agree to be governed by the said terms and conditions.

Cancel I agree

You uploaded 1 attachment.

+ Add files Cancel upload Finalize application

invoice.pdf	7.8 KIB	Please select appropriate file types	Delete
		Proforma Invoice*	

Step 35. Click on the **I agree** button.

OPMS R01 Applicant

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Process Application

For Action > Process Application > ODS Importation Clearance > 5

Application No: 5

Process Evaluation Application Details Attachments Applicant Details

Action Taken

Remarks

Attachments (optional)

File	Description
<input type="text"/> <input type="button" value="Select file"/>	<input type="text" value="-----"/> <input type="button" value="remove"/>
<input type="text"/> <input type="button" value="Select file"/>	<input type="text" value="-----"/> <input type="button" value="remove"/>
<input type="text"/> <input type="button" value="Select file"/>	<input type="text" value="-----"/> <input type="button" value="remove"/>

Step 36. Select the appropriate action taken choice then add a remark.

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Process Application

For Action > Process Application > ODS Importation Clearance > 5

Application No: 5

Process Evaluation Application Details Attachments Applicant Details

Action Taken: Submit Requested Information

Remarks: Attached notarized application form

Attachments (optional)

File	Description
<input type="text"/> Select file remove
<input type="text"/> Select file remove
<input type="text"/> Select file remove

[add another](#)

[Cancel](#) [Submit](#)

Step 37. Click on the **Submit** button to forward the application to an EMB staff.

OPMS R01 Applicant

Navigation Hi R01 Worklist

For Action

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➤ (IC) Importation Clearance

Environmental Laboratory

➤ Data Entry

➤ (ELR) Env't Lab Recog...

Philippine Ozone Desk

Successfully forwarded application!

My Worklist

App No.	Received	Purpose	Applicant - Company	Forwarded by - Division	Action Needed	Remarks	Processing Attachments	Preview	Action
👉 Your worklist is empty.									

The application has now been submitted to EMB for processing.

You may check the status of your application through the My Applications page as show above.

