

3. Chemical Control Order (CCO) Registration Certificate for Mercury, Cyanide, Asbestos and Ozone-Depleting Substances (ODS)

Pursuant to DENR Administrative Order 1992-29, if the Department has determined that the use, storage, transport, process, manufacture, import or export of any new substance or a priority chemical poses an unreasonable risk or hazard to public health or the environment, the Department may issue a Chemical Control Order. Establishments that use, store, transport, process, manufacture, import or export such chemicals under CCO are required to secure from EMB a CCO Registration Certificate.

Office or Division:	EMB Regional Office	
Classification:	Highly Technical	
Type of Transaction:	G2G – Government to Government, G2B – Government to Business, and/or G2C – Government to Citizen	
Who May Avail:	Establishments that import, manufacture, process, sell, handle, store, distribute, use and dispose Mercury, Cyanide, Asbestos, ODS	
	CHECKLIST OF REQUIREMENTS	WHERE TO SECURE
	I. CCO FOR MERCURY, CYANIDE, AND ASBESTOS	
	1. Results of air monitoring data (for asbestos only)	Air Quality Testing Service-Provider/In-House Monitoring (if available)
	2. Process Flow chart and type of activity exposed to the chemical	Prepared/provided by the Applicant
	3. Process flow chart (for manufacturers and waste service providers)	Prepared/provided by the Applicant
	4. Previous Certificate of Registration	Prepared/provided by the Applicant
	5. Photo documentation of the plant's operation, storage facilities and others	Prepared/provided by the Applicant
	6. Pertinent Environmental Permits	Environmental Management Bureau-R01 or proponent's file copy if already secured
	7. Official Receipt	Environmental Management Bureau- R01
	8. Notarized Application	Auto-generated from the OPMS
	9. Certification of liabilities of parties to compensate for damage to properties and life in case of emergencies & accidents	Prepared/provided by the Applicant
	10. Bill of Lading of all shipment per year (for importers)	Prepared/provided by the Applicant
	11. Chemical Management Plan	Prepared/provided by the Applicant
	12. Contingency and Emergency Plan	Prepared/provided by the Applicant
	13. Training Certificate	Training-Provider



14. Self-Monitoring Report	Prepared/provided by the Applicant			
15. List of Projected Users/Customers with Corresponding Volume	Prepared/provided by the Applicant			
II. CCO FOR ODS				
1. Photocopy of DTI Certificate of Business Name Registration and certificate of Accreditation/SEC Articles of Incorporation, if any*	Department of Trade and Industry/Security Exchange Commission			
2. Photocopy of business/mayor's permit*	Local Government Unit with jurisdiction over the establishment			
3. Official Receipt	Environmental Management Bureau-R01			
4. Notarized Application Form	Auto-generated from the OPMS			
5. Description of the applicant's handling procedures, safety precautions and emergency response for the chemical*	Prepared/provided by the Applicant			
6. Copy of the Safety and Data Sheet (SDS)*	Supplier			
7. Company Profile*	Prepared/provided by the Applicant			
8. Certificate of Training on Handling Chemicals from TESDA/EMB/importers/distributors*	Training-Provider			
9. Certificate of Attendance on Ozone Science and CCO for ODS*	Training-Provider			
10. DENR Identification Number as Hazardous Waste Generator	Environmental Management Bureau-R01			
11. Notarized Annual Report (SUMMARY OF TRANSACTIONS)*	Prepared/provided by the Applicant			
12. Copy of Previous Certificate of Registration	Prepared/provided by the Applicant			
CLIENT STEPS	AGENCY ACTION	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Open the OPMS thru emb.gov.ph , and create an account providing the data required in the Registration Page.		None		
2. Log in to the log-	1. Screen	None	7 days	Evaluator/



<p>in page of the OPMS using the e-mail address and password provided during registration; provide all data required and upload the documentary requirements.</p>	<p>completeness and conducts substantive of the submitted information and documents.</p> <p>If complete and substantial, return the application with auto-generated Bill of Particulars for the payment of necessary fees. Otherwise, application shall be returned to the applicant.</p>			Section Chief
<p>3. Print the Order of Payment and proceed to the EMB-R01 for payment</p>	<p>2. Prepare Bill of Particulars</p>	None	2 minutes	CHWMS Staff
<p>4. Proceed to Finance and Admin Division for the manual issuance of Order of Payment</p>	<p>3. Manual issuance of Order of Payment</p>	None	2 minutes	FAD Staff
<p>5. Pay the Registration Fees at the Cashier's Office</p>	<p>4. Accept payment and issue Official Receipt</p>	<p>₱2,800.00 (Filing Fee) ₱30.00 (DST)</p>	5 minutes	Cashier
<p>6. Upload copy of the Official Receipt in the OPMS</p>	<p>5.1. Validate the uploaded proof of payment and draft Certificate; forward application to the Division Chief for recommendation ;</p>	None	10 days	Evaluator/ Section Chief
	<p>5.2. Recommend approval</p>	None	5 days	Division Chief



EMB

	5.3. Approve Application	None	5 days	Regional Director
7. Download copy of the approved Registration Certificate		None		
	TOTAL:	₱2,830.00	20 working days	