

19. Environmental Compliance Certificate (Minor Amendment)

Section 4 of the Presidential Decree no. 1586 or also known as the Philippine Environmental Impact Statement (EIS) System states that any person, partnership or corporation with projects or undertakings (implemented from 1982 onwards) which are classified as Category B: Non-Environmentally Critical Projects (Non-ECP) or are likewise deemed to significantly affect the quality of environment by virtue of being located in Environmentally Critical Area (ECA), are required to secure an ECC prior project implementation. The ECC shall be granted to the proponent upon satisfying all the requirements of the EIS System, and he/she/it has committed to implement his/her/its approved Environmental Management Plan (EMP) to address the environmental impacts.

Office or Division:	EMB Regional Office - Clearance and Permitting Division			
Classification:	Complex			
Type of Transaction:	G2G – Government to Government, G2B – Government to Business, and/or G2C – Government to Citizen			
Who May Avail:	Proponents who have been issued with an ECC but with proposed expansion/modifications which are deemed as MINOR and such expansion/increase does not exceed the threshold capacity of Category B-IEEC per EMB MC 2014-005, shall apply for an amendment of ECC.			
CHECKLIST OF REQUIREMENTS			WHERE TO SECURE	
1. Letter Request address to EMB Regional Director i. Proof of Authority over the Project Site (e.g. land title, lease contract, deed of absolute sale, whichever is applicable); ii. Site Development and/or Vicinity map signed by registered professional/s OR Project/Plant layout signed by registered professional/s iii. Additional special study/assessment i.e. PDR, integrated EMP, etc. _____			To be prepared by applicant	
2. Copy of previously issued ECC (for amendment)			To be prepared by applicant	
CLIENT STEPS	AGENCY ACTION	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Submit complete requirements to EMB Regional Office screening officer.	2. Screening officer to check if application is complete. If complete prepare Bill of Particulars to the applicant. If incomplete, inform the applicant of the deficiency.	None	15 minutes	CPD-EIA Screening Officer



3. Proceed to EMB-1 FAD for the preparation of Order of Payment	3.1 Prepare Order of payment	None	5 minutes	EMB-1 FAD
3.2 Pay processing and documentary stamp tax fees at the EMB-1 Cashier	3.3 Accept payment and issue Official Receipt	₱1,000.00 (Processing fee) ₱30.00 (DST)	5 minutes	EMB-1 Cashier
4. Submit application and present proof of payment to Screening Officer.	4.1 Accept application and	None	15 minutes	CPD EIA Screening Officer
	4.2 Record, photocopy/scan application documents with OR and route to CPD EIA Case Handler	None	2 hours	CPD EIA Screening Officer
	5. Evaluate the application and prepare Decision Document/ ECC amendment	None	2 days	CPD EIA CH
	6. Review Evaluation Report and check Decision Document/ ECC amendment	None	2 days	CPD EIA Section Chief
	7. Recommend approval	None	1 day	Chief, CPD



	8. Approve the application by signing the ECC amendment	None	1 day	Regional Director
	8.1 Forward ECC to CPD EIA for tracking.	None	15 minutes	ORD
	8.2 Endorse to Records for mailing of the notification to the Proponent regarding approval of ECC amendment	None	15 minutes	CPD EIA Staff
9. Claim approved ECC Amendment at Records Section	9.1 Check proof of payment and release signed ECC amendment	None	10 minutes	Records
TOTAL:		P1,030.00	7 working days	