

**CHECKLIST OF REQUIREMENTS FOR WOOD PROCESSING PLANT PERMIT (WPP) –
RESAW/SAWMILL/RE-SAWMILL**

Applicant: _____
 Address: _____
 Lot No. _____
 Area: _____

	CHECKLIST	COMPLIANCE	DATE	REMARKS
1	Application Fee: 500.00 Permit fees: a. DRC below 24 cubic meters=P/750.00 b. 24 cubic meters to 47 cubic meters = P/ 900.00, c. above 47 cubic meters =P/ 1,000.00			
2	Duly accomplished application form with notation by authorized DENR collecting officer on the Official Receipt number and the date of payment of the application;			
3	Certificate of Registration of Articles of Incorporation, Partnership or Cooperation as the case maybe, duly certified by SEC (new);			
4	In case of single proprietorship, a copy of Certificate of Registration with the DTI;			
5	Document reflecting proof of Filipino citizenship such as Birth Certificate or Certificate of Naturalization;			
6	Authorization issued by the corp., partnership, association or proprietor in favor of the person signing the application;			
7	Environmental Compliance Certificate or Certificate of Non-Coverage, as the case maybe, issued by the EMB pursuant to DAO 96-37			
8	Sworn statement of the applicant declaring the source of wood raw materials for a period of five (5) years supported by documents such as but not limited to supply contracts or other appropriate proof of availability and legitimacy of wood source;			
9	Business Plan/ Feasibility Study, in collaboration with Private Forester/Private Practitioner			
10	Clearance from the USEC for Field Operations (memo dated July 11, 2014)			
11	Geo-tagged photographs of sources of raw materials (e.g. CTPO holder), machineries & equipment, installed CCTV, among others (memo dated April 07, 2014)			
	OTHER ATTACHMENTS:			

Reference: DAO No. 2003-41, Memorandum of USEC Adobo, Jr. dated April 29, 2011 Memorandum No. 52 dated February 08, 2011 and Memorandum of USEC Ignacio, Jr. dated April 07, 2014)