



1. Issuance of Certificate of Environmental Compliance

The Certificate of Environmental Compliance (CEC) serves as proof of compliance of a poultry or piggery farm with pertinent environmental laws and regulations. The CEC is a prerequisite of the Provincial Veterinary Office for the issuance of Permit to Operate. Poultry farms may apply for a CEC with two (2) or three (3) years validity.

Office or Division:	Office of the Provincial Government - Environment and Natural Resources Officer / Environmental Management Section
Classification:	Simple
Type of Transaction:	G2B - Government to Business entity
Who may avail:	Owners and/operators of poultry and livestock farms

CHECKLIST OF REQUIREMENTS	WHERE TO SECURE
<p>NEW APPLICATION</p> <ul style="list-style-type: none"> - Environmental Compliance Certificate (ECC) or Certificate of Non-Coverage (CNC) (1 photocopy) - Barangay Business Permit/Clearance for the current year (1 photocopy) - Certification that the farm is covered by the solid waste collection service of the LGU (1 photocopy) <p>Additional Requirement for Poultry (Tunnel Vent):</p> <ul style="list-style-type: none"> - Permit to Operate Air Pollution Source and Control Installation (POA), if ECC holder (1 photocopy) <p>Additional Requirement for Piggery:</p> <ul style="list-style-type: none"> - POA, if ECC holder (1 photocopy) - Discharge Permit (DP), if ECC holder (1 photocopy) <p>RENEWAL</p> <p>Barangay Business Permit/Clearance for the current year (1 photocopy)</p> <p>Additional Requirement for Poultry (Tunnel Vent):</p> <ul style="list-style-type: none"> - POA, if ECC holder and the previously submitted document has already expired (1 photocopy) <p>Additional Requirement for Piggery:</p> <ul style="list-style-type: none"> - POA, if ECC holder and the previously submitted document has already expired (1 photocopy) - DP, if ECC holder and the previously submitted document has already expired (1 photocopy) 	<p>NEW APPLICATION</p> <ul style="list-style-type: none"> - Environmental Compliance Certificate (ECC) or Certificate of Non-Coverage (CNC) (1 photocopy) - Barangay Business Permit/Clearance for the current year (1 photocopy) - Certification that the farm is covered by the solid waste collection service of the LGU (1 photocopy) <p>Additional Requirement for Poultry (Tunnel Vent):</p> <ul style="list-style-type: none"> - Permit to Operate Air Pollution Source and Control Installation (POA), if ECC holder (1 photocopy) <p>Additional Requirement for Piggery:</p> <ul style="list-style-type: none"> - POA, if ECC holder (1 photocopy) - Discharge Permit (DP), if ECC holder (1 photocopy) <p>RENEWAL</p> <p>Barangay Business Permit/Clearance for the current year (1 photocopy)</p> <p>Additional Requirement for Poultry (Tunnel Vent):</p> <ul style="list-style-type: none"> - POA, if ECC holder and the previously submitted document has already expired (1 photocopy) <p>Additional Requirement for Piggery:</p> <ul style="list-style-type: none"> - POA, if ECC holder and the previously submitted document has already expired (1 photocopy) - DP, if ECC holder and the previously submitted document has already expired (1 photocopy)



CLIENTS STEPS	AGENCY ACTION	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Submits documentary requirements.	1.1 Receives and checks completeness of requirements 1.1a If complete, proceed to step 2. 1.1b If incomplete, return to client for completion.	None	15 minutes	<i>Community Development Assistant / Environmental Management Section</i>
	1.2 Prepares order of payment	None	5 minutes	<i>Community Development Assistant / Environmental Management Section</i>
	1.3 Reviews and signs order of payment	None	4 minutes	<i>Senior Environmental Management Specialist / Environmental Management Section</i>
2. Receives order of payment and proceeds to Cashier	2. Issues order of payment	None	2 minutes	<i>Community Development Assistant / Environmental Management Section</i>

3. Receives O.R. and proceeds to PG-ENRO	3. Processes payment and issues O.R.	CEC - PIGGERY			<i>Provincial Treasurer's Office Staff</i>
		Application Fee		P 100.00	
		Environmental Protection and Enhancement Fee (EPEF)			
		<u>Classification</u>	<u>Population (No. of Pigs)</u>	<u>EPEF</u>	
		Small Scale	500 and below	PHP 500	
		Medium Scale	501 to 1,000	PHP 1000	
		Large Scale	1,001 and above	PHP 1500	
		CEC - POULTRY			
		Application Fee		1 yr - PHP 100	
				2 yrs - PHP 200	
				3 yrs - PHP 300	
		Environmental Protection and Enhancement Fee (EPEF)			
		<u>Classification</u>	<u>Population (No. of Birds)</u>	<u>EPEF</u>	
		Small Scale	501 to 10,000	1 yr - PHP 500 2 yrs - PHP 1,000 3 yrs - PHP 1,500	
		Medium Scale	10,001 to 50,000	1 yr - PHP 1,000 2 yrs - PHP 2,000 3 yrs - PHP 3,000	
Large Scale	50,000 and above	1 yr - PHP 1500 2 yrs - PHP 3,000 3 yrs - PHP 4,500			



3. Presents O.R.	3.1 Photocopies O.R. and logs O.R. number	None	2 minutes	Community Development Assistant I Environmental Management Section
	3.2 Prepares CEC		10 minutes	Community Development Assistant I Environmental Management Section
	3.3 Reviews and initials CEC		3 minutes	Senior Environmental Management Specialist Environmental Management Section
	3.4 Reviews and approves CEC		3 minutes	Department Head
4. Receives CEC	1. Releases approved CEC to client	None	3 minutes	Community Development Assistant I Environmental Management Section
TOTAL		Piggery: Small Scale - PHP 600 Medium Scale - PHP 1,100 Large Scale - PHP 1,600 Poultry: Small Scale 1 yr - PHP 600 Small Scale 2 yrs - PHP 1,200 Small Scale 3 yrs - PHP 1,800 Medium Scale 1 yr - PHP 1,100 Medium Scale 2 yrs - PHP 2,200 Medium Scale 3 yrs - PHP 3,300 Large Scale 1 yr - PHP 1,600 Large Scale 2 yrs - PHP 3,200 Large Scale 3 yrs - PHP 4,800	47 minutes (exclusive of transaction time at PTO)	