



3. Issuance of Environmental Clearance for Business Permit

The Office of the Municipal Environment and Natural Resources issues clearance for Business Permit to business establishments in compliance to Republic Act No.9003 otherwise known as Philippine Ecological Solid Waste Management Act of 2000, Republic Act no 8749 Clean Air Act of 1999 and Republic Act 9275 Clean Water Act of 2004, to maintain the health environment in the respective areas.

Office or Division:	Office of the Municipal Environment and Natural Resources Officer			
Classification:	Simple			
Type of Transaction:	G2B - Government to Business			
Who may avail:	All business establishments			
CHECKLIST OF REQUIREMENTS		WHERE TO SECURE		
Barangay Clearance/ Certification (1 original & 1 photocopy)		Barangay Hall		
Community Tax Certificate (1 original & 1 photocopy)		Municipal Treasurer's Office (Windows 1-7)		
DTI Certification (1 original & 1 photocopy)		Department of Trade and Industry Office		
Duly filled-out form (1 copy)		Business Permit & Licensing Division		
Environmental Compliance Certificate (ECC)/ Permit to Operate Air (POA) / Water Discharge Permit (WDP) (if Applicable) (1 original & 1 photocopy)		Environmental Management Bureau XII		
Client Steps	Agency Action	Fees to be paid	Processing Time	Person Responsible
1. Submit complete requirements at the staff in-charge	1. Receive the required requirements and check for completeness	None	3 Minutes	<i>Staff In charge</i> Office of the Municipal Environment and Natural Resources Officer
	1.1 Conduct inspection in establishment if complying	None	3 Hours	<i>Senior Environmental Management Specialist</i> Office of the Municipal Environment and Natural Resources Officer
	1.2 Record information in the Log-book	None	2 Minutes	<i>Staff In charge</i> Office of the Municipal Environment and Natural Resources



				Officer
	1.3 Approval of clearance	None	2 Minutes	<i>Senior Environmental Management Specialist</i> Office of the Municipal Environment and Natural Resources Officer
2. Claim approved clearance	2. Release the approved clearance	None	1 Minute	<i>Staff In charge</i> Office of the Municipal Environment and Natural Resources Officer
	TOTAL:	None	3 Hours & 8 Minutes	