

5. Issuance of Endorsement for Commercial Sand and Gravel (CSAG), Industrial Sand and Gravel (ISAG), Earth fill Quarry Permit

Commercial Sand and Gravel (CSAG), Industrial Sand and Gravel (ISAG-Local), Earthfill Quarry Permit is granted to Individual or Corporate applicants having the financial capacity to operate for the purpose of providing quarry mineral resources for all construction activities.

Office or Division:	City Environment and Natural Resources Office
Classification:	Highly Technical
Type of Transaction:	G2G, G2C, G2B
Who may avail:	Any constituent, civil society organization, agency or institution - qualified Quarry applicants, Business sector Individual or Corporate applicants having the financial capacity to operate.
CHECKLIST OF REQUIREMENTS	- WHERE TO SECURE
(in 4 copies)	
<ul style="list-style-type: none"> •Letter of intent •Land title/ Proof of ownership •Sketch map (4 copies with at least 1 original blueprint) •Location /Area Status Clearance •Barangay Resolution Interposing No Objection •NIA Clearance •DPWH Clearance •Environmental Compliance Certificate •Quarry Application Form 	<ul style="list-style-type: none"> •Applicant/ Proponent/ Requester •Applicant/ Proponent/ Requester •Duly signed by Licensed Geodetic Engineer •Mines and Geo-Science Bureau RO XII •Host Barangay •National Irrigation Administration RO XII •Department of Public Works & Highways •Environment Management Bureau RO XII •City ENR Office

<ul style="list-style-type: none"> •Rehabilitation Commitment Report (tree planting/ growing) with inspection report and geo-tagged photos of the planted trees/ bamboo of 200 hills or certificate of plant donation. •Business Permit •Certificate of Non-overlap () •DTI Certificate/SEC Registration •Work Program •Barangay Clearance •Approve Quarry Permit prior to renewal <p>*All requirements must be placed in a folder. 4 sets must be prepared by the proponent/requester. 1 set must be original copies for verification.</p>		<ul style="list-style-type: none"> •City ENR Office •Business Permits and License Division •National Council for Indigenous People (NCIP) •Department of Trade and Industry (DTI)/Security Exchange Commission (SEC) •Prepared and signed by licensed Mining Engineer •Host Barangay •City Mayor's Office 		
CLIENT STEPS	AGENCY ACTIONS	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Submission of 4 folders with complete requirements/ documents to CENRO	Receive and check of completeness of documents lacking (if any)	None	1 day	Agri-Technician/ Quarry In-charge (CENRO)
2. Endorsement of application to CMOBPLD for Issuance of Quarry Permit	Endorse to CMO-BPLD	None	1 hour	
TOTAL			1 day & 1 hour	
END OF TRANSACTION				