



## IMPORTATION CLEARANCE

### GENERAL INFORMATION

Name of Importer: \_\_\_\_\_  
Address: \_\_\_\_\_  
  
Tel. No./Fax No.: \_\_\_\_\_  
DENR Importer Registry  
Number: \_\_\_\_\_

### Checklist of Information Requirements

- 1. Official Letter of Request
- 2. Duly notarized affidavit attesting to the truth, accuracy and genuineness of all information, documents and records contained and attached in the application form
- 3. Accomplished Application Form
- 4. Pollution Control Officer accreditation certificate
- 5. Environmental Compliance Certificate (ECC)
- 6. Permits to Operate
  - Air Emission Source Installation
  - Wastewater Treatment Facilities
- 7. Notification/Consent of Exporting Country (if E-waste)
- 8. Registered/Accredited Recycler
  - DENR ID No.
- 9. Insurance (shipment)
- 10. Purchase Order
- 11. Last Bill of Lading (renewal)
- 12. Movement Document (if applicable)
- 13. Affidavit of Joint Undertaking of Exporter/Importer
- 14. Photograph(s) of the warehouse/facility showing proper storage and labeling (Sec. 6 of DAO 2013-22) of the imported recyclable materials
- 15. Registered Treatment, Storage and Disposal (TSD) facility [if Importer will hold recyclable materials containing hazardous substances for period exceeding thirty (30) days]
- 16. Emergency contingency plan

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Date: \_\_\_\_\_

Records Section,

Please receive the attached transport permit application of \_\_\_\_\_

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STAFF, HAZARDOUS WASTE MANAGEMENT SECTION