

Who may avail	Documentary Requirements	Detailed Steps and Duration	Maximum Processing Time	Processing Fee in Php	Person in Charge (Position, Unit, Division)
<p>Importer-Distributor</p> <p>Importer-User</p>	<ol style="list-style-type: none"> 1. Invoice 2. Safety Data Sheet (SDS) following the Globally Harmonized System (GHS) format. 3. Export License Permit (for HCFCs only) 4. Notarized Application Form 5. Previous issued PSIC (with arrival) 6. Official Receipt 7. Commercial Invoice (with arrival) 8. Bill of Lading (with arrival) 9. BOC Single Administrative Document (SAD) (with arrival) 	<ol style="list-style-type: none"> 1. Applicant applies through OPMS opms@emb.gov.ph 2. Check the completeness and authenticity of the documents (Screening Officer). (1 wd) 3. Review and Evaluation (POD-PEMO) (5 wd) 4. Review and endorsement (POD Program Manager) (3 wd) 5. Review and Evaluation (CMS) (2 wd) 6. Approval, CMS Chief (3 wd) 7. Approval, EQD Chief (3 wd) 8. Approval, EMB Director (3 wd) 	20 wd	Php 1,700.00	Joe Amil M. Salino, Program Manager - Philippine Ozone Desk