

19-022: Wastewater Discharge Permit (Renewal)

Pursuant to Section 14, Article Two, Chapter 2 of Republic Act No. 9275, otherwise known as the Philippine Clean Water Act of 2004, all owners or operators of facilities that discharge regulated effluents shall secure a permit to discharge, which serves as the legal authorization granted by the Department to discharge wastewater, provided That the discharge permit shall specify among others, the quantity and quality of effluent that said facilities are allowed to discharge into a particular water body, compliance schedule and monitoring requirement.

Accordingly, through this permitting procedure, the Department shall encourage the adoption of waste minimization and waste treatment technologies when such technologies are deemed cost effective.

Office or Division:	Clearance and Permitting Division			
Classification:	Highly Technical			
Type of Transaction:	G2G - Government to Government, G2B - Government to Business, and/or G2C - Government to Citizen			
Who May Avail:	Business Operators which Operates Wastewater Treatment Facility and Discharges Generated Wastewater			
CHECKLIST OF REQUIREMENTS		WHERE TO SECURE		
Duly accomplished/ notarized application form		Computer Generated (www.emb.gov.ph)		
Copy of Valid PCO Accreditation & Letter Designation as PCO from the Managing Head		To be attached by the Applicant.		
Copy of Self-Monitoring Report		To be attached by the Applicant.		
Copy of ECC/ CNC (As Applicable)		To be attached by the Applicant.		
Copy of Results of Laboratory Analysis		To be attached by the Applicant.		
Copy of Latest Issued Wastewater Discharge Permit		To be attached by the Applicant.		
Payment of Fees – Computer Generated (Filing Fee and Load Based Fee)		EMB Regional Office		
Certificate of Desludging/Siphoning, if applicable.				
Other documents which may be required relative to land application for irrigation purposes				
PAB Clearance, if applicable.		Secured from Pollution Adjudication Board		
CLIENT STEPS	AGENCY ACTION	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
Applicant Inquires for WDP Application (Renewal)	DPPOS Technical Staff shall Discuss how to apply online and provide the checklist of	PD 1856 - 10.00 DST – 30.00 WDF/ LBF	1 Day	CPD Staff



	<p>requirements all in pdf formats</p> <p>-Online account registration</p> <p>- The account is automatically logged in once the registration is finished. The client may download all the fillable forms and order of payment which can be paid at EMB Regional Office</p>	(Computer Generated)		
The client shall ask for the Order of Payment to Accounting Unit	Accounting Clerk receives and controls billing statement, prepares and signs Order of Payment		1 Day	Accounting Clerk Accountant III
The proponent pays the appropriate amount to the Cashier.	Cashier receives payment and issue Official Receipt	PD 1856 - 10.00 DST – 30.00 WDF/ LBF (Computer Generated)		Special Collecting Officer
The proponent submits/uploads the requirements in pdf format			1 Day	Applicant
	<p>Documents submitted will then be reviewed by case handler of EMB Regional Office</p> <p><i>(If incomplete, return online the application to</i></p>		5 Days	CPD Staff/DPPOS



	<p><i>the client for additional information)</i></p> <p><i>(If complete, evaluation report will be generated online)</i></p> <p>DPPOS Staff shall have a substantive review of application and the preparation of evaluation report</p>			
	<p>Chief, DPPOS shall have a substantive review of the Wastewater Discharge Permit (WDP)</p>		3 Days	C, DPPOS
	<p>Chief, CPD recommends approval or denial of the Wastewater Discharge Permit (WDP)</p>		3 Days	C, CPD
	<p>Regional Director approves/denies the Wastewater Discharge Permit (WDP)</p> <p><i>(If approved, the client can now download the approved WDP)</i></p>		5 Days	Regional Director
<p>The client will receive online the approved denial letter/ WDP online for printing.</p> <p><i>(If denied, send denial letter to the client through online)</i></p>			1 Day	Applicant
	TOTAL:	<p>Filing Fee (PhP 95.00) & LBF</p>	<p>20 Working Days</p>	