

MEMORANDUM CIRCULAR NO. 2 0 1 9 - 0 0 9

FOR : Economic Zone Locator Enterprises

Economic Zone Administrators and Managers

FROM: BGen CHARITO B. PLAZA, MNSA, PhD

SUBJECT: Updates on COMELEC requirements for PNP- regulated

chemicals / materials during the 2019 National Local

Elections

DATE : 1 March 2019

We wish to inform that the COMELEC presented an update on regulations on controlled chemicals / materials applicable during the gun ban for the 2019 National Local Elections last 28 February 2019 at the DTI International Building in Makati City. Some PEZA stakeholders who have pending concerns with the COMELEC were invited to participate in the meeting. The updates are as follows:

- Revised fees for CA-TT applications. The fees for the Certificate of Authority to Transport (CA-TT) applications have been revised and thus, fees will no longer exceed Php 1,500 per application. This is stated in Section 22 of COMELEC Resolution Number 10496 which was issued last 13 February 2019. The complete document may be accessed from the COMELEC website through this link: https://www.comelec.gov.ph/?r=2019NLE/Resolutions/res10496
- CBFSP screening form for CA-TT applications. The Committee on Ban on Firearms
 and Security Personnel (CBFSP) has shared a copy of the screening checklist used
 by their pre-evaluators. We would like to request all concerned CA-TT applicants to
 use the checklist in Annex A to do a self-check on the completeness of their
 applications before proceeding to submit the document to COMELEC.
- Common reasons for denial of CA-TT applications. To further assist applicants, the COMELEC has provided a list of common reason for denying CA-TT applications for the 2019 NLE. We request affected locator enterprises to use Annex B as a guide so that common pitfalls in applying for CA-TT will be avoided.

We hope that above interventions by the CBFSP will minimize issues on controlled chemicals. If there are other additional concerns, please email the Environmental Safety Group at ensd@peza.gov.ph

For your guidance.

ANNEX A

COMELEC CA-TT Application Screening Form

TRANSPORT

1.	Application Form:
	☐ Properly signed in the original
	□ Properly notarized:
	□ Valid notarial commission (not expired) with complete details per Notarial Rule
	 □ Valid (unexpired) government issued proof of identification □ Proper notarial venue
	☐ Affiant personally appeared before the Notary
	□ Properly accomplished
	*Stating that all details are provided without blanks (non-related
	parts should be answered with N/A)
_	
2.	Certificate of Employment and Authorization
	*Should be specific as to the (nature – for purpose of application)
	☐ Attached to the Application
	☐ With attached proof that the Board authorized the applicant to apply with the Comelec for a CA-TT (for Corporations)
	and an action of
3.	Original Permit to Transport issued by PNP
	□ Attached to the Application
	□ With specific date of validity
	□ Not expired
	□ Properly issued in favor of the applicant/corporation
	☐ With stamp "Not valid without Comelec exemption"
	□ Valid PTT No./Control No.
4	FEO Endorsement
•	☐ Attached to the Application
	□ Valid
5.	PTCFOR:
	□ Valid and existing
	□ Not expired
	□ Will not expire during Election Period
C	
6.	Fully paid filing fee

DISCLAIMER:

This Checklist is **LIMITED** only to the cursory checking of the physical presence of the documents submitted and **DOES NOT GUARANTEE** the automatic grant of the application for the issuance of a Certificate of Authority. The documents submitted are subject to a complete evaluation by the PNP, the AFP and the CBFSP.

CBFSP Common Denial Reasons (CA-TT Application)

MAY 13, 2019
NATIONAL AND LOCAL
ELECTIONS

GUN BAN –
Certificate of Authority to Transport

COMMITTEE ON THE BAN ON FIREARMS
AND SECURITY PERSONNEL (CBFSP)



COMMON DENIAL REASONS

- Signatory/Applicant not authorized to apply (based on Board Resolution)
- No COE and Authorization submitted (for Liaison Officer)
- Multiple Origin/Destination Encoded/Written on Application Form
- Application Form Entries, Permit, Radio Message and Endorsement Letter from PNP Not Matching
- 5. No Proof of Business (for Sole Proprietor)

1. Board Resolution/Secretary Cert.

- Must be Specific on applying for Certificate of Authority for Transport.
- The applicant should be empowered to apply on the Company's behalf
- 3. Should be notarized

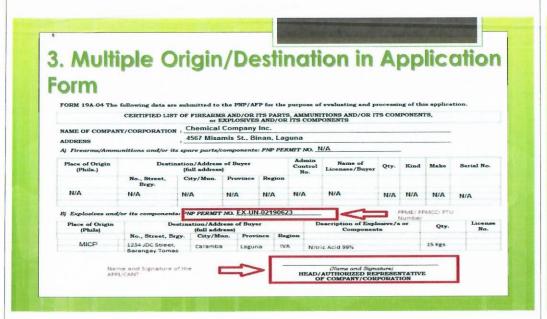
DESCRIPTION NO

"RESOLVE, as it is hereby resolved, that
be, as she hereby, as uthorized by the Corporation to sign the
application for AUTHORITY TO TRANSPORT FIREARMS AND/OR
ITS PARTS, AMMUNITIONS AND/OR ITS COMPONENTS, AND
EXPLOSIVES AND/OR ITS COMPONENTS

COMELECT and

2. COE and Authorization

- In cases wherein the applicant will PERSONALLY go to the CBFSP Office and file the application the ff are needed:
 - COE of Applicant and
 - Board Resolution authorizing the Applicant to apply in behalf of the company.
- 2. In cases where the Application will be filed to the CBFSP Office, the company's Liaison Officer should bring it with:
 - COE of Applicant and Board Resolution authorizing the Applicant to apply in behalf of the company.
 - COE of the Ligison Officer and Authorization Letter



4. Application Form Entries, Permit, Radio Message and **Endorsement Letter from PNP Not Matchina**

February 18 2019

Commissioner AL A PARRENO Chairman CBFSP - COMELEC

Palacio del Gobernador General Luna Stre Cor Andres Sonano Jr Ave intramuros Manila

Dear Commissioner Parreño:

This portains to the request of Chemical Company Inc. with business address at 4567 Missinis St., Disan, Lagene and storage facility at 123 JUC Street Reys Lennas, Calamba, Lagene for a Parmit to Unload Controlled Chemicals which will prove on February 22, 2019 via CHFSP 110.

The applicant had already submitted all the requirements for Permit to Unload Controlled Chemicals and was found to have compiled all the requirements provided by law. Hence, this Office issued the attached permit to unload which remains valid until all the quantity of the item/s stated therein had been released from the port of origin and deposited to the applicant's storage facility/magazine

In this regards, request that the applicant, Chemicel Company, Inc. granted a Certificate of Authority from your good office for the transport of 15 Kg-from MEP to the

of Nitric Acid 99% from 48CP to the applicant's storage facility/magazine at 123 JUC Street, Buy. Tomas, Calamba, Laguns Further, be informed that the police econf for the transportation and movement of high risk controlled chemicals is temporarily suspended as per approved Memorandum from D. CSG dated November 29, 2015 and escort is no longer needed for low risk

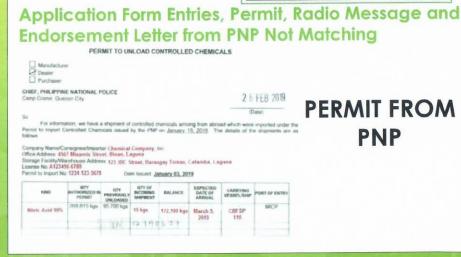
ENDORSEMENT LETTER FROM PNP

Application Form Entries, Permit, Radio Message and **Endorsement Letter from PNP Not Matching**

2. Please be informed that this Office has issued a Permit to Unload Controlled Chemical Details of the permit are as follows:

Company Name	CHEMICA	CHEMICAL COMPANY, INC.				
Storage Facility/ Wareho Address	ouse 123 JDC St	123 JDC Street, Barangay Tomas, Calamba, Laguna				
License No.	A123456-67	A123456-6789		Septer	September 8, 2019	
Permit to Import No:	1234-123-56	78 E	opiry Date:	April 26, 2019		
Mode of Transportation.	BY LAND	BY LAND				
Purpose/use of explosiv	es/explosive acces	ssories and/or co	ontrolled ch	emicals		
FOR SALE TO PERSON (OR ENTITIES WITH	PERMIT TO PUR	CHASE ISS	UED BY	FEO, CSG	
ITEM/S	QUANTITY OF INCOMING SHIPMENT	DATE OF ARRIVAL	CARR VES		PORT OF ENTRY	
Nitric Acid 99%	15 Kgs.	March 5, 2019	CBFSP	118	MICP	

RADIO MESSAGE FROM PNP



PERMIT FROM PNP

No Proof of Business (for Sole Proprietor)

- In cases where the applicant is a Sole Proprietor/Proprietress they need to submit the following instead of Board Resolution:
- 1. COE of the Applicant
- 2. Certified True Copy of Business Permit or Mayor's Permit
- 3. Certified True Copy of DTI Registration or DTI Certification
- COE of Liaison Officer and Authorization Letter (in case of submission of the application thru a Liaison Officer)

WE THANK YOU FOR YOUR SUPPORT!