



Philippine Economic Zone Authority

MEMORANDUM CIRCULAR NO. 2019-009

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.

PEZA - DTS



1519-2019-00073

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)

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

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.

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

1. Signatory/Applicant not authorized to apply (based on Board Resolution)
2. No COE and Authorization submitted (for Liaison Officer)
3. Multiple Origin/Destination Encoded/Written on Application Form
4. 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.

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

RESOLUTION NO. [REDACTED]

"RESOLVE, as it is hereby resolved, that [REDACTED] be, as she hereby is authorized 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 [REDACTED] as required by the Commission on Elections (COMELEC); and,

2. COE and Authorization

1. 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 Liaison Officer and Authorization Letter

2019-009

3. Multiple Origin/Destination in Application Form

FORM 19A-04 The following data are submitted to the PNP/AFP for the purpose of evaluating and processing of this application.

CERTIFIED LIST OF FIREARMS AND/OR ITS PARTS, AMMUNITIONS AND/OR ITS COMPONENTS, or EXPLOSIVES AND/OR ITS COMPONENTS

NAME OF COMPANY/CORPORATION: Chemical Company Inc.

ADDRESS: 4567 Misamis St., Binan, Laguna

A) Firearms/Ammunitions and/or its spare parts/components: PNP PERMIT NO. N/A

Place of Origin (Phila.)	Destination/Address of Buyer (full address)				Admin Control No.	Name of Licensee/Buyer	Qty.	Kind	Make	Serial No.
	No., Street, Brgy.	City/Mun.	Province	Region						
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

B) Explosives and/or its components: PNP PERMIT NO. EX-UN-02190623

Place of Origin (Phila.)	Destination/Address of Buyer (full address)				Description of Explosive/s or Components		Qty.	License No.
	No., Street, Brgy.	City/Mun.	Province	Region				
MICP	1234 JDC Street, Barangay Tomas	Calamba	Laguna	IVA	Nitric Acid 99%		15 Kgs	

Name and Signature of the APPLICANT

(Name and Signature) HEAD/AUTHORIZED REPRESENTATIVE OF COMPANY/CORPORATION

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

February 18, 2019

Commissioner AL A PARREÑO
Chairman, CBFSP - COMELEC
Palacio del Gobernador, General Luna Street
Cor. Andres Bonifacio Jr Ave. Intramuros, Manila

Dear Commissioner Parreño:

This pertains to the request of Chemical Company Inc. with business address at 4567 Misamis St., Binan, Laguna and storage facility at 123 JDC Street, Barangay Tomas, Calamba, Laguna for a Permit to Unload Controlled Chemicals which will arrive on February 22, 2019 via CBFSP 110.

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

In this regard, request that the applicant, Chemical Company, Inc. be granted a Certificate of Authority from your good office for the transport of 15 Kgs. of Nitric Acid 99% from MICP to the applicant's storage facility/magazine at 123 JDC Street, Brgy. Tomas, Calamba, Laguna. Further, be informed that the police escort for the transportation and movement of high risk controlled chemicals is temporarily suspended as per approved Memorandum from D. CSG dated November 29, 2018 and escort is no longer needed for low risk controlled chemicals.

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		CHEMICAL COMPANY, INC.		
Storage Facility/ Warehouse Address		123 JDC Street, Barangay Tomas, Calamba, Laguna		
License No	A123456-6789	Expiry Date:	September 8, 2019	
Permit to Import No:	1234-123-5678	Expiry Date:	April 26, 2019	
Mode of Transportation.		BY LAND		
Purpose/Use of explosives/explosive accessories and/or controlled chemicals:				
FOR SALE TO PERSON OR ENTITIES WITH PERMIT TO PURCHASE ISSUED BY FEO, CSG				
ITEMS	QUANTITY OF INCOMING SHIPMENT	DATE OF ARRIVAL	CARRYING VESSEL	PORT OF ENTRY
Nitric Acid 99%	15 Kgs.	March 5, 2019	CBFSP 110	MICP

RADIO MESSAGE FROM PNP

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

PERMIT TO UNLOAD CONTROLLED CHEMICALS

☐ Manufacturer
☒ Dealer
☐ Purchaser

CHIEF, PHILIPPINE NATIONAL POLICE
Camp Crime, Quezon City

26 FEB 2019
(Date)

Sir,
For information, we have a shipment of controlled chemicals arriving from abroad which were imported under the Permit to Import Controlled Chemicals issued by the PNP on January 18, 2019. The details of the shipments are as follows:

Company Name/Consignee/Importer: Chemical Company, Inc.
Office Address: 4567 Misamis Street, Binan, Laguna
Storage Facility/Warehouse Address: 123 JDC Street, Barangay Tomas, Calamba, Laguna
License No: A123456-6789
Permit to Import No: 1234-123-5678 Date issued: January 03, 2019

KIND	QTY AUTHORIZED IN PERMIT	QTY PREVIOUSLY UNLOADED	QTY OF INCOMING SHIPMENT	BALANCE	EXPECTED DATE OF ARRIVAL	CARRYING VESSEL/SHIP	PORT OF ENTRY
Nitric Acid 99%	200,815 kgs	95,700 kgs	15 kgs	172,100 kgs	March 5, 2019	CBFSP 110	MICP

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
4. COE of Liaison Officer and Authorization Letter (in case of submission of the application thru a Liaison Officer)

**WE THANK YOU FOR
YOUR SUPPORT!**