

City Environment & Natural Resources Office (CENRO)

Office or Division:	City Environment & Natural Resources Office (CENRO)
---------------------	---

Service Description

Service Provided:	Issuance of Environmental Clearance to Operate (ECO) [for New Establishments and establishments on the negative list]
Simple, Complex, or Highly Technical	Simple
Internal or External	External
Who may avail of Service	Owners, Private & Public Entities, Authorized Representatives, Pollution Control Officers (PCO)

CITIZEN’S CHARTER

CHECKLIST OF REQUIREMENTS	WHERE TO SECURE
Application Form	City Environment & Natural Resources Office (CENRO)
Unified Application Form [Latest] or BOSS Form	Business Permit & Licensing Office (BPLO)

Client Steps (List Of Transactions to Get Service)	Fees To Be Paid	Maximum Processing Time	Person Responsible
1. Submission of the required	c/o Treasury	10 Minutes	Compliance Desk Officer Kathrynne Del Rosario

documents to the Compliance Desk Officer			Nessy Vivar
	N/A	10 Minutes	Compliance Desk Officer Kathrynne Del Rosario Nessy Vivar
	N/A	1 Day	Compliance Desk Officer Kathrynne Del Rosario Nessy Vivar
2. Claim Environmental Clearance to Operate (ECO) from the Compliance Desk Officer	c/o Treasury	20 Minutes	Compliance Desk Officer Kathrynne Del Rosario Nessy Vivar
	N/A	10 Minutes	Compliance Desk Officer Kathrynne Del Rosario Nessy Vivar