



Republic of the Philippines
 Department of Environment and Natural Resources
ENVIRONMENTAL MANAGEMENT BUREAU
 Email: chemicals@emb.gov.ph
 Visit us at: www.emb.gov.ph

ARSENIC AND ARSENIC COMPOUNDS REGISTRATION FORM

I. GENERAL INFORMATION

1. COMPANY NAME _____
 OFFICE ADDRESS _____
 PLANT ADDRESS / STORAGE FACILITY (If different from above) _____
2. CONTACT PERSON / DESIGNATION _____
3. TELEPHONE NUMBER _____
 FAX NUMBER _____
 EMAIL ADDRESS _____

4. CATEGORY OF APPLICANT / TYPE OF BUSINESS (Check all applicable)
 - Importer
 - Distributor
 - Industrial User
 - Manufacturer
 - Recycler
 - Waste Service Provider (transporter, treater, disposer)

5. STATUS OF COMPLIANCE TO ENVIRONMENTAL AND OTHER PERMITS

	Date Issued	Validity Date
• Environmental Compliance Certificate	_____	_____
• DENR ID Number	_____	_____
• Permit to Operate (Air)	_____	_____
• Discharge Permit (Water)	_____	_____
• TSD Permit	_____	_____
• SEC Registration	_____	_____
• Business Permit	_____	_____

II. ARSENIC SPECIFIC INFORMATION (For all categories, if applicable)

1. Arsenic Application(s)

Trade Name	
Arsenic Component Chemical Name	
Intended Use	
Average Annual Quantity Imported (MT/yr)	
Average Annual Quantity Used (MT/yr)	
Quantity Of Products Produced (MT/year)	

Quantity Of Arsenic Treated (for TSD, in MT/year)	
Quantity Of Arsenic Waste Produced / Generated Annually / Quarterly (MT / year)	

* Applicant may add additional tables for multiple products

2. PROCESS FLOW CHART AND TYPE OF ACTIVITY USING ARSENIC (Use additional sheet, if necessary)

III. MANAGEMENT INFORMATION

1. TOTAL NUMBER OF WORKFORCE _____
2. NUMBER OF EMPLOYEES DIRECTLY HANDLING LEAD THAT MAY BE EXPOSED TO LEAD RELEASES. ASSESS THE NATURE AND EXTENT OF EXPOSURE TO LEAD (provide additional sheet if necessary)

3. EDUCATION AND TRAINING PROGRAM ORGANIZED FOR ARSENIC MANAGEMENT (HANDLING, STORAGE, DISPOSAL) OVER THE LAST YEAR (provide additional sheet if necessary)

DETAILS OF THOSE TRAINING PROGRAMS ORGANIZED

Title / Name	Organizer	Date/Duration
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

IV. PREVENTIVE AND CONTROL MEASURES

1. DESCRIBE THE GENERAL PREVENTIVE AND CONTROL PROGRAM OF THE COMPANY FOR ARSENIC (provide additional sheet if necessary)

2. DESCRIBE HOUSEKEEPING PRACTICES DEVELOPED AND IMPLEMENTED (provide additional sheet if necessary)

3. IDENTIFY AND DESCRIBE EQUIPMENT(S) USED IN RELATION TO ARSENIC (provide additional sheet if necessary)

4. LIST OF PERSONAL PROTECTIVE EQUIPMENT (PPE) AVAILABLE FOR PERSONNEL / WORKER DURING HANDLING AT THE PREMISE AND DURING TRANSPORTING

5. DESCRIBE IN BRIEF THE CONTINGENCY PROCEDURES / PLAN (In case of emergency).

V. **TREATMENT, STORAGE & DISPOSAL INFORMATION** (For all categories)

1. DESCRIBE STORAGE METHODS, PROCEDURES, FACILITIES AND LOCATION (provide additional sheet if necessary)

2. LIST OF ATTACHMENTS

- Pertinent Environmental Permits
- Arsenic and Arsenic Compounds Management Plan
- Process flow chart
- Latest waste water / ground water analysis report.
- Copy of PCO accreditation certificate or relevant training certificate
- Photos of storage area

NOTARIZED CERTIFICATION

THE UNDERSIGNED CERTIFY THAT THE INFORMATION PROVIDED IN THIS FORM IS TRUE AND ACCURATE.

NAME: _____

DESIGNATION / POSITION: _____

SIGNATURE : _____ DATE: _____

I acknowledge that this application form is a legally binding document, and I declare, under the penalties of perjury, that the same has been accomplished in good faith, verified by me, and, to the best of my knowledge and belief, is true and correct pursuant to the regulations issued under authority thereof.

ANNEX B

**CCO FOR ARSENIC AND ARSENIC COMPOUNDS
IMPORTATION CLEARANCE FORM**



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 Department of Environment and Natural Resources
 Environmental Management Bureau
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APPLICATION FOR THE IMPORTATION OF ARSENIC AND ARSENIC COMPOUNDS

- I. **Applicant's (Juridicial) Name:** _____
- II. **Business Address:** _____
Storage Facility: _____
- III. **Contact Person:** _____ **Contact Number:** _____
Position/Designation: _____ **Fax Number:** _____
- IV. **Type of Importer:** (please mark X the appropriate box/boxes and fill-up the corresponding fields)
 Importer – Distributor
 Importer – End-user
- V. **Environmental and Other Permits Issued:** (please attach copy)
 CCO for Arsenic and Arsenic Compounds Registration No.: _____
 ECC No. _____ DP No. _____
 PO No. _____ DENR ID No. _____
 Business Permit No. _____

VI. **Summary of Importation from the previous year**

Date of Importation	Invoice No.	Name of Supplier and Country of Origin	Actual Arrival Quantity (tonnes/kg/liter)	Total Cost/ amount

*(provide additional sheet if necessary)

VII. **List of Projected Importers/Client(s) (for distributors):**

Name of Person / Company	Address & Contact No.	Category (Distributor/ Manufacturer/ End-user)	Volume (Tonnes)

*(provide additional sheet if necessary)

VIII. **List of Importers/Client(s) supplied to (for renewal application of distributors):**

Date of Sale	Name of Person / Company	Address & Contact No.	Category (Distributor/ Manufacturer/ End-user)	Volume (Tonnes)

*(provide additional sheet if necessary)

IX. **Data on Substance Subject to Importation:**

Brand/Trade/Commercial Name: _____
 Chemical Name of Arsenic (Compound) in Substance: _____
 % Arsenic (Compound) in Substance: _____ CAS No.: _____
 Allowed Quantity per year: _____ Used Quantity from prev. permit: _____
 Quantity to be applied (in tonnes): _____
 Intended Use: _____

X. Shipper's Information/Transaction Data

Country of Origin: _____
Name of Exporting Company: _____
Business Address: _____
Mode of Shipment (by air/sea) _____ Expected Date of Arrival: _____
Expected Port of Entry/Loading: _____
Port Address: _____

XI. Present Inventory of Substance Subject for Importation (under applicant's custody)

Quantity (in tonnes): _____ Size of Storage Area (in m²): _____

XII. Attachments:

- Pro forma Invoice
- Quarterly Self-Monitoring Report
- Training/Seminar attended by the Chemical Handler
- Other documents as required in the previous Permit's Terms and Conditions (for renewal applications)

XIII. Fees _____ **OR#** _____ **Date** _____

I acknowledge that this application form is a legally binding document, and I declare, under the penalties of perjury, that the same has been accomplished in good faith, verified by me, and to the best of my knowledge and belief, is true and correct pursuant to the regulations issued under authority thereof.

(Authorized Signature over Printed Name)

ANNEX C

**ARSENIC AND ARSENIC COMPOUNDS
MANAGEMENT PLAN**

ARSENIC AND ARSENIC COMPOUNDS MANAGEMENT PLAN OUTLINE

This Outline serves as a guideline for the company's Management Plan. The details of the management plan will vary depending on the type or premises and the type of activity that is being conducted with a timetable for completion of particular actions.

I. STRUCTURE AND RESPONSIBILITIES / ACCOUNTABILITIES

- a. Management (e.g. CEO, Line Managers, Supervisors)
- b. Safety Officers and Pollution Control Officers
- c. Emergency Response Team
- d. Production Operators
- e. Drivers

II. PROCESS DESCRIPTION WHERE LEAD AND LEAD COMPOUNDS ARE USED

III. TRANSPORT

- a. Transport procedure within the facility
- b. Transport procedure outside the facility
 - b.1 Labeling
 - b.2 Documents necessary during transport (e.g. SDS, relevant permits)
 - b.3 Safety equipment/PPEs on board (e.g. fire extinguisher, mask)

IV. STORAGE

- a. Storage specification
 - a.1 Stacking
 - a.2 Storage temperature / ventilation
 - a.3 Security
 - a.4 Storage compatibility with other chemicals
 - a.5 Packaging
- b. Safety
 - b.1 Emergency Equipment (e.g. fire extinguishers, emergency shower, emergency eyewash, vacuum, etc.)
 - b.2 Signage/Labeling.
 - b.3 Containment

V. HANDLING

- a. Personal Protective Equipment.
- b. Production Equipment using lead (general description).
 - b.1 equipment maintenance (e.g. filter cleaning, exhaust check)
- c. Handling procedure / precautions
- d. Inventory

VI. DISPOSAL

- a. Waste handling
- b. Waste storage
- c. Waste inventory / tracking
- d. Transport

- e. Treatment (on-site)
- f. Treatment (3rd party)

VII. SUBSTITUTION AND PHASE-OUT PLAN

- a. Alternatives
- b. Phase out timelines

VIII. CONTINGENCY PLAN

- a. Spills / leaks
- b. Contact (inhalation, ingestion, contact)
- c. Remediation plan/clean-up plan in case of environmental contamination to restore damaged areas; The company shall be responsible for all costs of managing arsenic and arsenic compounds including the use, storage, handling, disposal and clean-ups.

IX. RECORDS

- a. Inventory reports
- b. Training Records of personnel
- c. Medical Surveillance Report
- d. Record of Transport and Treatment
- e. Waste water/Ground water analysis
- f. Accident / Incident reports