

PROCEDURE IN ACCOMPLISHING ECC APPLICATION ONLINE

1. Open browser and type in r7.emb.gov.ph
2. Click on '**ECC Application**' (located at the left side of the page)
***If in case you will be prompted that 'Your connection is not private, click 'Advanced' and then click "Proceed to 119.92.161.21 (unsafe)"**
3. Click '**Sign Up Now**'
4. Check '**I have read, understood, and agreed with the foregoing terms and conditions**' and click '**Continue**'
5. Fill up the Proponent Registration Page and attach files as follows:
 - ✓ Government and company ID
 - ✓ Authorization letter from the proponent (if applicable)
 - ✓ Valid ID of the Proponent (if applicable)***If account registration is successful, please proceed to ECC online application**
6. Log in to your account
7. Click '**New Application**' for the formal application of the ECC
8. Click '**NO**' for both questions under 'Existing ECC'
9. For project type, input keyword (i.e. road, subdivision, poultry)
10. Follow process and instruction
11. In the Project Geographic Information, click '**Add Polygon**' insert coordinates, click '**Add Point**' enter Corner 1 and so on until you have *input at least 3 Corners*.
***Specify accurate geo-coordinates per point indicated in the survey plan and land title (coordinates must be in a WGS 84 format)**
12. At the end of the process, accomplish each attachment and upload them as follows:
 - ✓ Project description (downloadable)
 - ✓ Environmental impact and management plan (fillable)
 - ✓ Abandonment/Decommissioning/Rehabilitation information (fillable)
 - ✓ Geotagged photographs of project site (taken for last 30 days)
 - ✓ Topographic Map of impact/affected areas (at least 1km from the project boundaries)
 - ✓ Certification from LGU on the compatibility of proposed project with existing land use plan
 - ✓ Site Development and/or Vicinity map signed by registered professionals
 - ✓ Project/Plant layout signed by registered professionals
 - ✓ Schematic diagram of wastewater treatment facility
 - ✓ Schematic diagram of Air Pollution Control Facility
 - ✓ Organizational Chart in charge on environmental concerns
 - ✓ Proof of authority over the project site (land title, lease contract, deed of absolute sale, etc.)
 - ✓ Duly notarized accountability statement of proponent
 - ✓ Others (Optional)
 - ✓ Duly accomplished project environmental monitoring and audit prioritization scheme (PEMAPS) questionnaire (fillable)
 - ✓ IEE Checklist Sworn Statement (fillable)
 - ✓ Bank Receipt payment P 5,070.00 (secure oncoll payment slip from ANY Landbank branch)
 - ✓ Affidavit of No Complaint
 - ✓ Project Components & Operation Information
13. If successful, a prompt will appear indicating that the application has been successfully submitted.

NOTES:

- ✓ Check your account to track the status of the application.
- ✓ Approved ECC may be downloaded online. Proponent has to sign and notarize the sworn statement, and upload the whole ECC document to the system and submit it back to EMB Region for it to be valid and deposited to the national repository.
- ✓ Only signed and notarized sworn statement submitted back to EMB Region through online shall be deemed valid and official.