

- d. Department of Environment and Natural Resources (DENR) Permits:
 - i. Environmental Impact Study
 - ii. Environmental Compliance Certificate (ECC) or Certificate of Non-Coverage (CNC)
 - iii. Forest Land Use Agreement (FLAg)/Special Land Use Agreement (SLUP) for area applied in public domain
- e. National Commission on Indigenous Peoples (NCIP): Free and Prior Informed Consent (FPIC)/Certificate of Pre-Condition or Certificate of Non-Overlap;
- f. National Transmission Corporation (TRANSCO):
 - i. Grid System Impact Study
 - ii. Interconnection Agreement, if applicable
- g. Energy (Electricity) Sales Agreement;
- h. Other clearances from other concerned agencies (*i.e.*, Maritime Industry Authority (MARINA), Bureau of Fisheries and Aquatic Resources (BFAR), Philippine Navy, Philippine Coast Guard, etc.);
- i. Proof of Financial Closing;
- j. Final area for development (geographical coordinates/PRS92);
- k. Payment of corresponding Application/Processing Fee; and
- l. Draft Development/Commercial RE Contract.

III. Requirements for Conversion from Existing Contracts to RE Contracts

1. Letter of Intent from the Developer requesting for the conversion of the existing Contract/Agreement to RE Contract;
2. Accomplishment report vis-à-vis work and financial program;
3. Updated Work Program; and
4. Such other documents that may be required by the DOE.



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 March 2010

CHECKLIST OF REQUIREMENTS

Renewable Energy Service/Operating Contract under R.A. 9513



CHECKLIST OF REQUIREMENTS

(Renewable Energy Service/Operating Contract under R.A. No. 9513)

I. RE Contract Application/Proposal

A. Legal Requirements

1. Individual or Single Proprietorship:
 - a. Birth Certificate - duly authenticated by National Statistics Office (NSO);
 - b. Business Permit - certified true copy; and
 - c. Department of Trade and Industry (DTI) Registration (if applicable).
2. Corporation/Joint Venture/Consortium
 - a. Securities and Exchange Commission (SEC) Registration - SEC-certified;
 - b. By-Laws and Articles of Incorporation - SEC-certified;
 - c. Certification authorizing its representative to negotiate and enter into RE Contract with the DOE;
 - d. Business Permit;
 - e. Controlling Stockholders and Percentage of their Holdings;
 - f. Organizational Chart of the Company;
 - g. Parent/Subsidiary/Affiliates (if applicable); and
 - h. Company Profile.

B. Technical Requirements

1. Track Record or Experience;
2. Work Program with financial commitment per activities;
3. Curriculum Vitae of Management and Technical Personnel;
4. List of Technical Consultants with corresponding Contract between the Developer and Consultants showing their respective qualifications; and
5. List of existing company-owned and leased equipment appropriate for the RE project with corresponding description.

C. Financial Requirements

1. Audited Financial Statement for the last two (2) years and unaudited Financial Statement if the filing date is three (3) months beyond the date of the submitted Audited Financial Statement;
2. Bank certification to substantiate the cash balance (exact amount in words and numbers);
3. Projected cash flow statement for (2) years; and
4. For newly-organized or subsidiary corporation with insufficient funds to finance the proposed work program, it shall submit an Audited Financial Statement and duly certified and/or notarized guarantee or Letter of Undertaking/Support from its parent company or partners to fund the proposed Work Program. In the case of foreign parent-company, the Audited Financial Statement and the guarantee or Letter of Undertaking/Support shall be duly authenticated by the Philippine Consulate Office that has consular jurisdiction over the said parent company.

D. Other Requirements

1. Letter of Intent/Application;
2. Duly accomplished RE Contract Application Form;
3. Map showing the applied area (RE area of application: in case of ocean, solar, wind, and geothermal, must conform with the DOE Blocking System);
4. Application/Processing fees; and
5. Draft Pre-Development or Development/Commercial Service Contracts.

II. Requirements for Conversion from Pre-Development Stage to Development/Commercial Stage

1. Letter of Declaration of Commerciality declaring the RE project is commercially feasible and viable; and
2. Feasibility study and/or detailed engineering design of the RE project with the following corresponding documents:
 - a. Resolution of Support from host communities and host municipality/ies;
 - b. Proof of Public Consultation;
 - c. Any form of legal documents showing the consent of the landowner if the project falls under a private land;