

ANNUAL DOI BIOFUEL PARTICIPANT ACCREDITATION (NEW)

Date _____

Oil Industry Management Bureau (OIMB)
Department of Energy
3rd Floor, PNOB Bldg. 5, Energy Center
Rizal Drive, Bonifacio Global City, Taguig City

Attention: _____
Director

Dear Sir/Madam:

In compliance with the Revised Circular on Accreditation and Submission of Notices and Reports by Refiners, Importers and Own Users of Gasoline and Diesel Pursuant to the Biofuels Act DC No. 2021-06-0014, please be informed that our company submits this application for the issuance of DOI Biofuel Participant Accreditation Certificate with the following details below:

A. Company Details (Applicant)

1. Business Name :
2. Address :
3. Telephone Number :
4. Email Address :
5. Registered business activity under the DOI : Refining () or Importation () or Both ()
6. Purpose : Own-use () or Sale ()
7. Intended product for own-use or Sale : Gasoline () or Diesel () or Both ()
8. Dedicated Tank ID Number, Location, Capacity & Product Content - each for biofuel, pure, and blended Gasoline and/or Diesel :

B. Attached Documentary Requirements

1. Written request for DOI Biofuel Participant Accreditation. (**Annex A**);
2. Photocopy of DOE acknowledgment letter indicating that the Applicant is a duly acknowledged DOI Participant pursuant to Section 5, Chapter II of the Downstream Oil Industry Deregulation Act of 1998;
3. Certified true copy of Permit to operate as Importer of excisable article specifically petroleum products (Gasoline and/or Diesel) issued by BIR;
4. Certified true copy of Permit to produce Bioethanol-blended Gasoline (E-Gasoline) and/or Biodiesel-blended Diesel (FAME-Blended Diesel Oil) issued by BIR;
5. Certified true copy of Permit to operate storage facility with enumeration of dedicated tank ID number, location, capacity and product content each for biofuel, pure and blended Gasoline and/or Diesel issued by BIR;
6. Notarized undertaking of the availability of blending facility, either owned or on lease, attached with its lay-out plan and corresponding pictures;
7. List of retail outlets, either company-owned, on joint venture or on supply-contract. If on joint venture or supply contract only, please submit the certified true copy of the joint venture or supply agreement with the retail outlets owner/operator; and

8. For first time Gasoline Refiner or Importer, a projected initial volume of neat Gasoline that will require Bioethanol blending for the covered quarter (presented by month) as basis for the issuance of LMA. This should be supported by either: (a) confirmation letter from any Bioethanol producer of the availability of sufficient Bioethanol to cover the required volume for blending which should be in excess of the committed volume already reported to DOE - Renewable Energy Management Bureau (REMB), or (b) confirmation letters from all Bioethanol producers that there is no such available excess hence importation will be allowed.

Very truly yours,

Name, Designation & Signature of
Applicant or Authorized Representative

Reminder/ Instructions:

1. Submit this application form with complete documentary attachments to OIMB;
2. If complete, pay the application fee based on the Order of Payment;
3. This application is due before any own-use or sale of Gasoline and Diesel is made to the consumers/end-users;
4. The effectivity of the Certificate shall be until 15 February of the succeeding year; and
5. The New DOI Biofuel Accreditation Certificate shall be issued not later than seven (7) working days from receipt of application thereof.

ANNUAL DOI BIOFUEL PARTICIPANT ACCREDITATION (RENEWAL)

Date _____

Oil Industry Management Bureau
Department of Energy
3rd Floor, PNOB Bldg. 5, Energy Center
Rizal Drive, Bonifacio Global City, Taguig City

Attention: _____
Director

Dear Sir/Madam:

In compliance with the Revised Circular on Accreditation and Submission of Notices and Reports by Refiners, Importers and Own Users of Gasoline and Diesel Pursuant to the Biofuels Act DC No. 2021-06-0014, please be informed that our company submits this application for the renewal of our DOI Biofuel Participant Accreditation Certificate with the following details below:

A. Company Details (Applicant)

1. Business Name :
2. Address :
3. Telephone Number :
4. Email Address :
5. Registered Business
under the DOI : Refining () or Direct Importation () or Both ()
6. Purpose : Own-use () or Sale ()
7. Intended Product for
own-use or Sale : Gasoline () or Diesel () or Both ()
8. Dedicated Tank ID Number/
Location/Capacity &
Product Content - each for
biofuel, pure, and blended
Gasoline and/or Diesel :

B. Attached Documentary Requirements

1. Written request for DOI Biofuel Participant Accreditation (Renewal) (**Annex B**);
2. Certified true copy of Permit to operate as Importer of excisable article specifically petroleum products (Gasoline and/or Diesel) issued by BIR;
3. Certified true copy of Permit to produce Bioethanol-blended Gasoline (E-Gasoline) and/or Biodiesel-blended Diesel (FAME-Blended Diesel Oil) issued by BIR;
4. Certified true copy of Permit to operate storage facility with enumeration of dedicated tank ID number, location, capacity and product content each for biofuel, pure, and blended Gasoline and/or Diesel issued by BIR;
5. Notarized undertaking of the availability of blending facility, either owned or on lease, attached with lay-out plan with corresponding pictures; and
6. List of retail outlets, either company-owned, on joint venture or on supply-contract. If on joint venture or supply contract only, please submit the Certified True Copy of the joint venture or supply agreement with the retail outlets owner/operator; and

Very truly yours,

Name, Designation & Signature of
Applicant or Authorized Representative

Reminders/ Instructions:

1. Submit this application form with complete documentary attachments to OIMB;
2. If complete, pay the application fee based on the Order of Payment;
3. This application shall be due not later than seven (7) working days prior to the expiration of the effectivity of the existing Certificate (15 February of the succeeding year); and
4. The DOI Biofuel Accreditation Renewal Certificate shall be issued within seven (7) working days from receipt of application thereof.

Notice to Import Bioethanol

Date _____

OIL INDUSTRY MANAGEMENT BUREAU
DEPARTMENT OF ENERGY
3rd Floor, PNOC Building 5
Energy Center, Rizal Drive,
Fort Bonifacio, Taguig City

Attention: _____
Director

Dear Sir/Madam:

In compliance with the Revised Circular on Accreditation and Submission of Notices and Reports by Refiners, Importers and Own Users of Gasoline and Diesel Pursuant to the Biofuels Act DC No. 2021-06-0014, please be informed that our company is notifying the importation of Bioethanol as follows:

A. Company Details (Applicant)

1. Business Name :
2. Address :
3. Telephone Number :
4. Email Address :

B. Details of Shipment

1. Quantity of cargo (in KL) :
2. Supplier of bioethanol :
3. Loadport :
4. Estimated Date of Loading (ETL) :
5. Estimated Date of Arrival (ETA) :
6. Disport :
7. Name of Vessel :
8. Flag/ Voyage Number :

C. Estimated Price

1. FOB (US\$/KL) :
2. Insurance cost (US\$/KL) :
3. Freight cost (US\$/KL) :

D. Attached Documentary Requirements

1. Certified true copy of the Proforma Invoice;
2. Photocopy of the Notice of Quarterly Projected Sales of E-Gasoline for the applied quarter; and
3. Certified true copy of the Certificate of Quality with the denaturant used and dosage tested at load port in compliance with the Philippine National Standards and submitted by Refiner or Importer.

Very truly yours,

Name, Designation & Signature of
Applicant or Authorized Representative

Reminders/ Instructions:

1. Submit this notice with complete documentary attachments to OIMB not later than seven (7) working days from actual day of loading;
2. If complete, pay the application fee based on the Order of Payment; and
3. OIMB Acknowledgment shall be issued within seven (7) working days from receipt of application.

Notice to Purchase Locally- Sourced Bioethanol or Biodiesel

Date _____

OIL INDUSTRY MANAGEMENT BUREAU
DEPARTMENT OF ENERGY
3rd Floor, PNOB Building 5
Energy Center, Rizal Drive,
Fort Bonifacio, Taguig City

Attention: _____
Director

Dear Sir/Madam:

In compliance with the Revised Circular on Accreditation and Submission of Notices and Reports by Refiners, Importers and Own Users of Gasoline and Diesel Pursuant to the Biofuels Act DC No. 2021-06-0014, please be informed that our company is notifying the purchase of Locally Sourced Bioethanol or Biodiesel as follows:

A. Company Details (Applicant)

- 1. Business Name :
- 2. Address :
- 3. Telephone Number :
- 4. Email Address :

B. Details of Shipment and/or Lifting Details

- 1. Product Type (Bioethanol or Biodiesel) :
- 2. Quantity (in KL) :
- 3. Company Supplier :
- 4. Plant Address :
- 5. Loadport :
- 6. Estimated Pick-up Date/Period :
- 7. Disport :
- 8. Name and type of Transporter :

C. Estimated Price

- 1. FOB (Php/KL) :
- 2. Insurance cost (Php/KL) :
- 3. Freight cost (Php/KL) :

D. Attached Documentary Requirements

- 1. Certified true copy of the Proforma Invoice;
- 2. Photocopy of the LMA issued by OIMB for the applied quarter (Bioethanol); and
- 3. Certified true copy of the Certificate of Quality tested at load port/source tank in compliance with the Philippine National Standards and submitted by the Bioethanol or Biodiesel Producer.

Very truly yours,

Name, Designation & Signature of
Applicant or Authorized Representative

Reminders/ Instructions:

- 1. Submit this notice with complete documentary attachments to OIMB not later than seven (7) working days from the actual day of lifting;
- 2. If complete, pay the application fee based on the Order of Payment; and
- 3. OIMB Acknowledgment shall be issued within seven (7) working days from receipt of application.

Notice to Sell or Purchase Imported Bioethanol

Date _____

OIL INDUSTRY MANAGEMENT BUREAU
DEPARTMENT OF ENERGY
3rd Floor, PNOB Building 5
Energy Center, Rizal Drive,
Fort Bonifacio, Taguig City

Attention: _____
Director

Dear Sir:

In compliance with the Revised Circular on Accreditation and Submission of Notices and Reports by Refiners, Importers and Own Users of Gasoline and Diesel Pursuant to the Biofuels Act DC No. 2021-06-0014, please be informed that we are notifying the sale or purchase of imported Bioethanol as follows:

A. Company Details (Applicant)

- 1. Business Name :
- 2. Type of Applicant: (Seller or Buyer) :
- 3. Address :
- 4. Telephone Number :
- 5. Email Address :

B. Details of Shipment/Cargo

- 1. Quantity (in KL) :
- 2. Name of the Other Contracting Party :
- 3. Loadport :
- 4. Estimated Pick-up Date/Period :
- 5. Actual Date of Purchase :
- 6. Disport :
- 7. Name and type of Transporter :

C. Estimated Price

- 1. FOB (Php/KL) :
- 2. Insurance (Php/KL) :
- 3. Freight (Php/KL) :

D. Attached Documentary Requirements

- 1. Certified true copy of the Proforma invoice; and
- 2. Certified true copy of the BIR Permit to Purchase or Sale (whichever is applicable) of Imported Bioethanol

Very truly yours,

Name, Designation & Signature of
Applicant or Authorized Representative

Reminders/ Instructions:

- 1. Submit this notice with complete documentary attachments to OIMB not later than seven (7) working days prior to actual day of lifting;
- 2. If complete, pay the application fee based on the Order of Payment; and
- 3. OIMB Acknowledgement shall be issued within seven (7) working days from receipt of application.

Notice to Denature Imported Bioethanol

Date _____

OIL INDUSTRY MANAGEMENT BUREAU
DEPARTMENT OF ENERGY
3rd Floor, PNOB Building 5
Energy Center, Rizal Drive,
Fort Bonifacio, Taguig City

Attention: _____
Director

Dear Sir:

In compliance with Section 6 Revenue Regulations No. 8-2006 and Chapter IV, Section 5 of the Joint Administrative Order No. 2008-1 Series of 2008 and the Revised Circular on Accreditation and Submission of Notices and Reports by Refiners, Importers and Own Users of Gasoline and Diesel Pursuant to the Biofuels Act DC No. 2021-06-0014, please be informed of the following details of the denaturing withdrawal:

A. Details of Denaturing Withdrawal and Activity

1. Storage Tank No. :
2. location :
3. Date of Lifting :
3. Venue of Denaturing Activity :
3. Bioethanol Volume (in Liters) :
4. Gasoline Volume as Denaturant :
5. Mode of Transport (Isotank/Barge) :
6. Delivery Point/ Disport :

B. Acknowledgment of Notice to Import Bioethanol issued by OIMB-OICMD

1. Reference No. of Acknowledgement :
2. Date of Acknowledgement :
3. Supplier :
4. Volume on Acknowledgement (in Liters) :
5. Balance of Imported Bioethanol Denatured (Based on Previous OIMB Acknowledgement) :

C. Contact Person (Authorized representatives of the Oil-Industry Participant who will coordinate with DOE details of the denaturing activity)

1. Name :
2. Contact No. :

D. Attached Documentary Requirements

1. Photocopy of the Acknowledgement of Notice to Import Bioethanol.

In view of the foregoing, we invite you to witness the anhydrous bioethanol denaturing on the above-mentioned date and venue. Any changes will be coordinated to your office accordingly.

Very truly yours,

Name, Designation & Signature of
Applicant or Authorized Representative

Reminder/ Instructions:

Submit this notice with complete documentary attachments not later than three (3) working days prior to the date of the actual conduct of denaturing of imported bioethanol.