

# City Environment & Natural Resources Office (CENRO)

<b>Office or Division:</b>	City Environment & Natural Resources Office (CENRO)
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## Service Description

<b>Service Provided:</b>	Issuance of Environmental Clearance to Operate (ECO) [for New Establishments and establishments on the negative list]
<b>Simple, Complex, or Highly Technical</b>	Simple
<b>Internal or External</b>	External
<b>Who may avail of Service</b>	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 documents to the Compliance Desk Officer	c/o Treasury	10 Minutes	Compliance Desk Officer Kathrynne Del Rosario 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