

## **ADMIN EVALUATION ISAG CHECKLIST**

(For Industrial Sand and Gravel (ISAG) Permit Applications)

### **I. APPLICANT INFORMATION**

FIELD	DETAILS
Applicant Name	_____
Application No.	_____
Date Received	_____
Evaluator	_____
Position	_____

### **II. DOCUMENT VERIFICATION**

#	Required Document	Complete	Incomplete	Remarks
1	Duly accomplished Application Form (MGB Form 8-4)	<input type="checkbox"/>	<input type="checkbox"/>	
2	Survey Plan (signed & sealed by deputized Geodetic Engineer)	<input type="checkbox"/>	<input type="checkbox"/>	
3	Location Map (NAMRIA Topographic Map 1:50,000)	<input type="checkbox"/>	<input type="checkbox"/>	
4	One-Year Work Program (MGB Form 6-2)	<input type="checkbox"/>	<input type="checkbox"/>	
5	Initial Environmental Examination (IEE) Report	<input type="checkbox"/>	<input type="checkbox"/>	
6	Environmental Protection and Enhancement Program (MGB Form 16-2). <b>For ISAG only</b>	<input type="checkbox"/>	<input type="checkbox"/>	
7	Proof of Technical Competence (CVs, Licenses, Track Records)	<input type="checkbox"/>	<input type="checkbox"/>	
8	Proof of Financial Capability (Assets, FS, ITRs, Credit Lines, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	

<b>9</b>	Articles of Incorporation / Partnership / Association (SEC Certified)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>10</b>	Other Supporting Papers (if any)	<input type="checkbox"/>	<input checked="" type="checkbox"/>

### III. OTHER REQUIREMENTS (Five Sets)

#	Requirement	Complete	Incomplete	Remarks
<b>1</b>	Area Status & Clearance (CENRO / MGB Regional Office)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>2</b>	Certificates of Posting (Barangay, Municipal, Provincial, PENRO, CENRO, MGB)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>3</b>	Environmental Compliance Certificate (ECC)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>4</b>	Sanggunian Endorsements (at least 2 levels: Barangay, Municipal, Provincial)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>5</b>	Field Verification Report	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>6</b>	Surety Bond (₱20,000.00)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

### IV. TECHNICAL REVIEW SUMMARY

Criteria	Compliant	Non-Compliant	Remarks
<b>Coordinates and boundaries verified</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Survey and maps properly scaled and bounded</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Work Program technically sound and feasible</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Environmental safeguards adequate (IEE)</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Financial and technical capacity verified</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>LGU and community endorsements validated</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

<b>Role</b>	<b>Name</b>	<b>Signature</b>	<b>Date</b>
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Evaluated by \_\_\_\_\_

Reviewed by \_\_\_\_\_

Approved by \_\_\_\_\_

## **ADMIN EVALUATION CSAG CHECKLIST**

*(For Commercial Sand and Gravel (CSAG) Permit Applications)*

### **I. APPLICANT INFORMATION**

<b>FIELD</b>	<b>DETAILS</b>
Applicant Name	_____
Application No.	_____
Date Received	_____
Evaluator	_____
Position	_____

### **II. DOCUMENT VERIFICATION**

<b>#</b>	<b>Required Document</b>	<b>Complete</b>	<b>Incomplete</b>	<b>Remarks</b>
<b>1</b>	Duly accomplished Application Form (MGB Form 8-4)	<input type="checkbox"/>	<input type="checkbox"/>	
<b>2</b>	Survey Plan (signed & sealed by deputized Geodetic Engineer)	<input type="checkbox"/>	<input type="checkbox"/>	
<b>3</b>	Location Map (NAMRIA Topographic Map 1:50,000)	<input type="checkbox"/>	<input type="checkbox"/>	
<b>4</b>	One-Year Work Program (MGB Form 6-2)	<input type="checkbox"/>	<input type="checkbox"/>	
<b>5</b>	Initial Environmental Examination (IEE) Report	<input type="checkbox"/>	<input type="checkbox"/>	
<b>6</b>	Proof of Technical Competence (CVs, Licenses, Track Records)	<input type="checkbox"/>	<input type="checkbox"/>	
<b>7</b>	Proof of Financial Capability (Assets, FS, ITRs, Credit Lines, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	
<b>8</b>	Articles of Incorporation / Partnership / Association (SEC Certified)	<input type="checkbox"/>	<input type="checkbox"/>	
<b>9</b>	Other Supporting Papers (if any)	<input type="checkbox"/>	<input type="checkbox"/>	

### III. OTHER REQUIREMENTS (Five Sets)

#	Requirement	Complete	Incomplete	Remarks
1	Area Status & Clearance (CENRO / MGB Regional Office)	<input type="checkbox"/>	<input type="checkbox"/>	
2	Certificates of Posting (Barangay, Municipal, Provincial, PENRO, CENRO, MGB)	<input type="checkbox"/>	<input type="checkbox"/>	
3	Environmental Compliance Certificate (ECC)	<input type="checkbox"/>	<input type="checkbox"/>	
4	Sanggunian Endorsements (at least 2 levels: Barangay, Municipal, Provincial)	<input type="checkbox"/>	<input type="checkbox"/>	
5	Field Verification Report	<input type="checkbox"/>	<input type="checkbox"/>	
6	Surety Bond (₱20,000.00)	<input type="checkbox"/>	<input type="checkbox"/>	

### IV. TECHNICAL REVIEW SUMMARY

Criteria	Compliant	Non-Compliant	Remarks
Coordinates and boundaries verified	<input type="checkbox"/>	<input type="checkbox"/>	
Survey and maps properly scaled and bounded	<input type="checkbox"/>	<input type="checkbox"/>	
Work Program technically sound and feasible	<input type="checkbox"/>	<input type="checkbox"/>	
Environmental safeguards adequate (IEE)	<input type="checkbox"/>	<input type="checkbox"/>	
Financial and technical capacity verified	<input type="checkbox"/>	<input type="checkbox"/>	
LGU and community endorsements validated	<input type="checkbox"/>	<input type="checkbox"/>	

**Role**      **Name**      **Signature**      **Date**

Evaluated by \_\_\_\_\_

Reviewed by \_\_\_\_\_

Approved by \_\_\_\_\_

