

Republic of the Philippines  
**Department of Labor and Employment**  
Regional Office No. VII

## **Checklist for Application of Clearing Mechanical Plan Installation/s**

*Checklist of requirements in the application for mechanical Installation & mechanical fabrication of industrial facilities effective March 01, 2017.*

Applicant Establishment: kanal corp  
Location of Equipment: lapu lapu city  
Total # of units: 2  
Selected Equipment: None

1. Request Letter for "clearing of mechanical plans" addressed to Regional Director with contact name & contact number  
No files attached.
2. Three (3) sets of duly accomplished Application Forms per equipment, signed/sealed by PME and signed by Owner/Manager  
No files attached.
3. Three (3) sets of Plans/drawings incorporated in the Application Form (A3 size acceptable if legible)  
No files attached.
4. Location / Site plans / Vicinity Map  
No files attached.
5. Room layout / Floor plans / Equipment specifications  
No files attached.
6. Installation drawings of equipment showing detailed sections / elevations / foundation construction  
No files attached.
7. Foundation design calculation with minimum factor of safety of 5 (Boiler, Pressure Vessel, Turbine, ICE)  
No files attached.
8. Mechanical plans/drawings, signed/sealed by PME and signed by Owner/Manager  
No files attached.
9. Photocopy of PME's valid PRC ID  
No files attached.
10. Photocopy of PME's recent Professional Tax Receipt  
No files attached.
11. Photocopy of PME's valid Certificate of Appearance (CA) issued from DOLE  
No files attached.
12. One (1) electronic copy of mechanical application in a portable document format (PDF) - if applicable  
No files attached.

**Remarks:**

N/A

Evaluated by: N/A

Date of Evaluation: N/A