

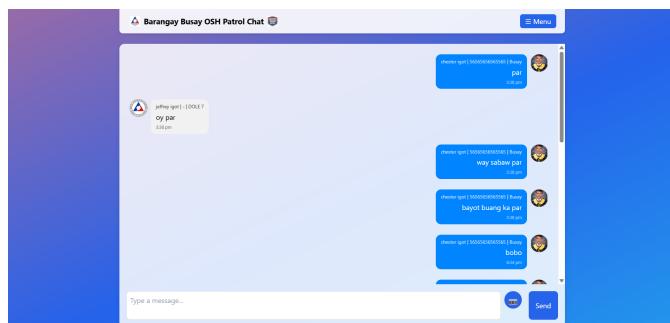
Republic of the Philippines  
**Department of Labor and Employment**  
Regional Office No. VII

## **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: ABC Tae Corporation  
Location of Equipment: Iapu Iapu city  
Total # of units: 1  
Selected Equipment: None

1. Request Letter for "clearing of mechanical plans" addressed to Regional Director with contact name & contact number



2. Three (3) sets of duly accomplished Application Forms per equipment, signed/sealed by PME and signed by Owner/Manager

- if legible)
- Location / Site plans / Vicinity Map
  - Room lay-out / Floor plans / Equipment specifications
  - Installation drawings of equipment / showing detailed section / elevations / foundation construction
  - Foundation design calculation having minimum Factor of Safety of 5 (Boiler, Pressure vessel, Turbine, ICE)
  - Mechanical plans/drawings, signed/sealed by PME and signed by the Owner/Manager
  - Photocopy of PME's valid PRC ID
  - Photocopy of PME's recent Professional Tax Receipt
  - Photocopy of PME's valid Certificate of Appearance (CA) issued from DOLE
  - One (1) electronic copy of mechanical application in a portable document format - if applicable

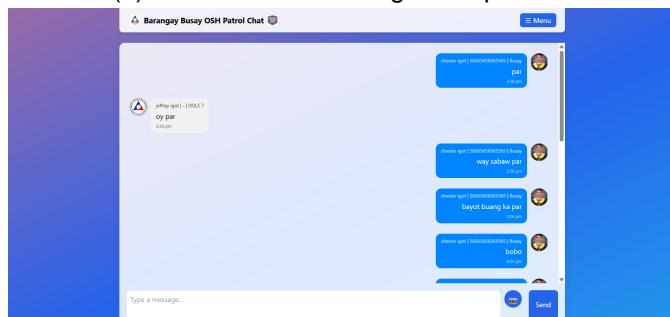
NOTE: Fastened documents in a folder per unit of mechanical equipment application.

REMARKS: (To be filled up by TSI evaluator)

Evaluated by : \_\_\_\_\_ Date of Evaluation : \_\_\_\_\_

NOTE: \*\*\* Application with incomplete documents will be returned to the applicant

3. Three (3) sets of Plans/drawings incorporated in the Application Form (A3 size acceptable if legible)



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