

**OFFICE OF THE BUILDING OFFICIAL**

**ELECTRONICS PERMIT**

APPLICATION NO.

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ELP No.

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BUILDING PERMIT NO.

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**BOX 1 (TO BE ACCOMPLISHED IN PRINT BY THE APPLICANT)**

OWNER/APPLICANT		LAST NAME		FIRST NAME		M.I		TIN		
FOR CONSTRUCTION OWNED BY AN ENTERPRISE			FORM OF OWNERSHIP			USE OR CHARACTER OF OCCUPANCY				
ADDRESS: NO.		STREET		BARANGAY		CITY CEBU		ZIP CODE 3000		CONTACT NO./EMAIL ADDRESS
LOCATION OF CONSTRUCTION: LOT NO.		BLK NO.		TCT NO.		TAX DEC. NO.				
STREET				BARANGAY				CITY		

SCOPE OF WORK

NEW INSTALATION                      ANNUAL INSPECTION                      OTHERS (Specify)

**BOX 2 (TO BE ACCOMPLISHED BY THE DESIGN PROFESSIONAL)**

NATURE OF INSTALLATION WORKS/EQUIPMENT SYSTEM:

TELECOMMUNICATION SYSTEM                       ELECTRONICS FIRE ALARM SYSTEM                       ELECTRONICS COMPUTERIZED PROCESS CONTROLS AUTOMATION SYSTEM  
 BROADCASTING SYSTEM                       SOUND COMMUNICATION SYSTEM                       BUILDING AUTOMATION MANAGEMENT AND CONTROL SYSTEM  
 TELEVISION SYSTEM                       CENTRALIZED CLOCK SYSTEM                       BUILDING WIRING UTILIZING COPPER CABLE FIBER OPTIC CABLE OR OTHER MEDIAL ELECTRONICS SYSTEM  
 INFORMATION TECHNOLOGY SYSTEM                       SOUND SYSTEM  
 SECURITY AND ALARM SYSTEM                       ELECTRONICS CONTROL AND CONVEYOR SYSTEM  
 ANY OTHER ELECTRONICS AND I.T SYSTEMS, EQUIPMENT, APPARATUS, DEVICE AND/OR COMPONENT (Specify)

PREPARED BY: \_\_\_\_\_

**BOX 3**

DESIGN PROFESSIONAL, PLANS AND SPECIFICATION

\_\_\_\_\_ Date: \_\_\_\_\_  
PROFESSIONAL ELECTRONICS ENGINEER  
(Signed and Sealed Over Printed name)

Address	
PRC. No.	Validity
PTR No.	Date Issued
Issued at	TIN

**BOX 4**

FULL-TIME INSPECTOR AND SUPERVISOR OF CONSTRUCTION WORKS

\_\_\_\_\_ Date: \_\_\_\_\_  
ELECTRONICS ENGINEER  
(Signed and Sealed Over Printed name)

Address	
PRC. No.	Validity
PTR No.	Date Issued
Issued at	TIN

**BOX 5**

BUILDING OWNER

\_\_\_\_\_ (Signature over Printed name)  
Date: \_\_\_\_\_

Address		
C.T.C. No.	Date Issued	Place Issued

**BOX 6**

WITH MY CONSENT: LOT OWNER

\_\_\_\_\_ (Signature over Printed name)  
Date: \_\_\_\_\_

Address		
C.T.C. No.	Date Issued	Place Issued

TO BE ACCOMPLISHED BY THE PROCESSING AND EVALUATION DIVISION

**BOX 7**

RECEIVED BY:	DATE:
FIVE (5) SETS OF ELECTRONICS DOCUMENTS	
<input type="checkbox"/> ELECTRONICS PLAN AND SPECIFICATIONS	<input type="checkbox"/> COST ESTIMATE
<input type="checkbox"/> BILL OF MATERIALS	<input type="checkbox"/> OTHERS (Specify) _____

**BOX 8**

PROGRESS FLOW					
	IN		OUT		PROCESSED BY
	DATE	TIME	DATE	TIME	
ELECTRONICS					
OTHERS (Specify)					

**BOX 9**

ACTION TAKEN:

PERMIT IS HEREBY ISSUED SUBJECT TO THE FOLLOWING:

1. That the proposed electronics works shall be in accordance with the electronics plans filed with this Office and in conformity with the latest Electronics Code of the Philippines, the National Building Code and its IRR.
2. That prior to any electronics installation, a duly accomplished prescribed "Notice of Construction" shall be submitted to the Office of the Building Official.
3. That upon completion of the electronics works, the licensed supervisor/in-charged shall submit the entry to the logbook duly signed and sealed to the building official including as-built plans and other documents and shall also accomplish the Certificate of Completion stating that the electronic works conform to the provision of the Electronics Code of the Philippines, the National Building Code and its IRR.
4. That this permit is null and void unless accompanied by the building permit.

PERMIT ISSUED BY:

\_\_\_\_\_  
**BUILDING OFFICIAL**  
 (Signature Over Printed Name)  
 Date \_\_\_\_\_