

SHIPYARD REGULATIONS OFFICE

I. APPLICATION FOR LICENSE TO ENGAGE IN SHIPBUILDING, SHIP REPAIR, AFLOAT SHIP REPAIR, BOATBUILDING OR SHIPBREAKING

New

1. Letter of Application, including request for inspection and indicating location of shipyard, list of facilities, major machineries and equipment and list of permanent employees including their respective positions, if any.
2. Certificate of Registration
 - SEC (for Corporation) reflecting shipbuilding and/or ship repair as the primary purpose
 - Articles of Incorporation
 - By-Laws
 - SEC Certification on the required paid-up capital (if AOI does not reflect the same)
 - DTI (for Single Proprietorship/ Partnership)
 - Original copy of the application filed with DTI
 - BOI (for Joint Venture)
3. Bio-data of Incorporators/Partners/ Proprietors and Principal Officers, showing shipyard or shipbreaking related experience or expertise
4. Duly Notarized Facility Lease Contract (only for shipbuilding and ship repair)
5. Clearance from DENR (only for shipbreaking)
6. Clearance from PPA or Fish Port Authority or LGU (only for shipbreaking)
7. Duly accomplished SBSR Data Inspection Sheet

Renewal

1. Letter of Application
2. Original copy of expired license
3. Duly accomplished SBSR Data Inspection Sheet
4. Duly Notarized Facility Lease Contract (only for shipbuilding and ship repair)
5. Clearance for DENR (only for shipbreaking)

Annual Monitoring

1. Letter of Application
2. Duly accomplished SBSR Data Inspection Sheet