

FIREARMS AND EXPLOSIVES OFFICE
Explosives Management Division

LIST OF REQUIREMENTS – EXPLOSIVES/EXPLOSIVE INGREDIENTS/ACCESSORIES

A. LICENSES

REQUIREMENTS	KINDS OF LICENSES			
	MANUFACTURER	DEALER	PURCHASER	FOREMAN BLASTER
NEW APPLICATION				
1. Application Form (PNP Form 6)	√	√	√	√
2. Letter Request;	√	√	√	√
3. Original and Notarized copy of Board of Director's Resolution or Director's Certificate (for companies with branch office in the Philippines);	√	√	√	
4. SEC Registration, Articles of Incorporation and By-laws, General Information Sheet (GIS) machine validated (for corporations/partnerships); DTI Registration, Business Permit and Certificate of Capital invested in the business from the City or Municipal Treasurer (for sole proprietorship);	√	√	√	
5. Company Profile (Indicating the firm's history, date of establishment and line of business);	√	√	√	
6. NBI Clearance of the applicant	√	√	√	√
7. Personal History Statement with picture – applicant	√	√	√	√
8. Process Flowchart	√	√	√	
9. Material Safety Data Sheet (MSDS) from the supplier/s of the explosive/explosive ingredient/s	√	√	√	
10. Inspection Reports: For Metro Manila applicants: Security Survey Inspection Report from the Chief of Police of the concerned Police Station and Certificate of Inspection from Chief, EEMD, FEO. For outside Metro Manila applicants: Security Survey Inspection Report from the Provincial Director, Police Provincial Office (PPO)/City Director, City Police Office (CPO) and Certificate of Inspection from the RCSU or the Provincial Director, PPO/City Director, CPO	√	√	√	
11. Properly labeled pictures (8"x10" in size) printed in photo paper	√	√	√	
12. Location map and floor plan of magazine/storage facility and mode of stacking	√	√	√	
13. Endorsement from ROPD/ PD/CD (for Provincial Applicants).	√	√	√	√
14. Accreditation from the Mines and Geosciences Bureau (for mining companies)			√	
15. Certificate of registration of the business and certificate from the City or Municipality Treasurer stating the capital invested (for blasting contractors);			√	
16. Copy of the Declaration of Real Estate Property were the explosives will be used for private blasting work			√	
17. Copy of contract with NASSCO (for salvagers of sunken vessels).			√	
18. Original SBR (Special Bank Receipt) – Land Bank	√	√	√	√
19. Updated Purchaser's License of the employer - photocopy				√
20. DI Clearance/R2 Clearance				√
21. Drug Test				√
22. Valid Company ID- Authenticated Xerox Copy				√
23. Ten-print – PNP Crime Laboratory				√

24. Photocopy of brief statement of blasting procedure				√
25. Photographs and description of blasting materials/equipment being used				√
26. Certificate of Employment from employer with a valid License to Possess Explosives				√
27. Certification from a certified/licensed mining engineer that applicant is capable of handling explosives (if applicant is not a licensed mining engineer)				√
28. Endorsement from Bureau of Mines (for mining and quarrying)				√
RENEWAL				
1. Letter Request;	√	√	√	√
2. Photocopy of License/Original License	√	√	√	√
3. Original and notarized copy of Board of Director's Resolution	√	√	√	
4. NBI Clearance of the applicant	√	√	√	
5. Inspection Reports: For Metro Manila applicants: Security Survey Inspection Report from the Chief of Police of the concerned Police Station and Certificate of Inspection from Chief, EEMD, FEO. For outside Metro Manila applicants: Security Survey Inspection Report from the Provincial Director, Police Provincial Office (PPO)/City Director, City Police Office (CPO) and Certificate of Inspection from the RCSU or the Provincial Director, PPO/City Director, CPO	√	√	√	
6. Properly labeled pictures (8"x10" in size) printed in photo paper and detailed Location plan of magazine and Floor plan	√	√	√	
7. Notarized 12 months Consumption Report and Latest Monthly Consumption Report	√	√	√	
8. Photocopy of Delivery Receipt	√	√	√	
9. Endorsement from ROPD/ PD/CD (for Provincial Applicants).	√	√	√	√
10. Original SBR (Special Bank Receipt) – Land Bank	√	√	√	√
11. Certificate of registration of the business and certificate from the City or Municipality Treasurer stating the capital invested (for blasting contractors);			√	
12. Copy of the Declaration of Real Estate Property were the explosives will be used for private blasting work			√	
13. Copy of contract with NASSCO (for salvagers of sunken vessels).			√	
14. Photocopy of Purchaser's License				√
15. DI Clearance/R2 Clearance				√
16. Drug Test				√
17. Recent picture of the licensee (2x2)				√
18. Certification of safety handling from a licensed Mining Engineer to include photocopy of updated PRC License				√
19. Certification from the employer/company				
20. Certificate of being capable of handling explosives from licensed mining engineer (if applicant is not a licensed mining engineer)				√
21. Summary of Consumption/withdrawal Report or Notarized Affidavit of no consumption/withdrawal				√
22. Endorsement from Bureau of Mines (if company is a mining firm)				√
AMENDMENT:				
1. PNP Form No. 6	√	√	√	
2. Letter Request	√	√	√	
3. Original and notarized copy of Board of Director's Resolution	√	√	√	
4. Personal History Statement	√	√	√	
5. Previous original license with original Special Bank Receipt from Land Bank of the Philippines	√	√	√	
6. Properly labeled pictures (8"x10" in size) printed in photo paper and	√	√	√	

detailed location map of magazine;				
7. Notarized 12 months Consumption Report and Latest Monthly Consumption Report;	√	√	√	
8. Endorsement from Provincial Director (PD)/City Director (CD) and ROPD (for provincial applicants only).	√	√	√	
For Change of Company Name or Business Organization (CCNBO)				
9. SEC Registration, Articles of Incorporation and By-laws, General Information Sheet (GIS) duly authenticated (for corporations/partnerships); DTI Registration, Business Permit and Certificate of Capital invested in the business from the City or Municipal Treasurer (for sole proprietorship)	√	√	√	
For Change/additional/transfer of storage facility/warehouse and additional chemicals				
10. Inspection Reports such as the following:				
a. Certification of Inspection of Magazine/Storage Facility;	√	√	√	
b. Magazine/Storage Facility Inspection Checklist;	√	√	√	
c. Summary of Inventory of explosives/explosive ingredient/s and/or controlled chemical/s;	√		√	
d. Inventory of explosives/explosive ingredient/s and/or controlled chemical/s; and	√	√	√	
e. Security Survey by the PD/CD (for Provincial Applicant) and I&E, FEO (for NCR Applicant)	√		√	
	√	√	√	

B. PERMITS

REQUIREMENTS	TYPES OF PERMITS					
	PI	UNL	PPME	PTME	SPPME	PEX
1. PNP Form 6 (Application Form)	√	√			√	
2. Letter request	√	√	√	√	√	√
3. Original Special Bank Receipt (Land Bank of the Philippines LBP)	√	√	√	√	√	
4. Photocopy of License	√	√	√	√		√
5. Permit to Import		√				
6. Photocopy of previous PPME and Delivery Receipts			√			
7. SEC Registration for corporation or partnership DTI Registration for Single Proprietorship					√	
8. Business permit					√	
9. Original NBI Clearance					√	
10. Inspection Reports:						
a. Certification of Inspection of Magazine/Storage Facility;	√					
b. Magazine/Storage Facility Inspection Checklist;	√					
c. Summary of Inventory of explosives/explosive ingredient/s and/or controlled chemical/s;	√					
d. Inventory of explosives/explosive ingredient/s and/or controlled chemical/s; and	√					
e. Security Survey by the PD/CD (for Provincial Applicant) and I& E, FEO (for NCR Applicant)	√					
11. Notarized Latest Monthly Report	√	√	√			
12. Notarized 12 months Consumption Report	√					
13. Packing List/Bill of Lading for sea freight or Proforma/Airway Bill for air freight		√				
14. Original Letter of Intent and End-User's Certificate of the						√

Consignee;						
15. Endorsement from Provincial Director, PPO/City Director, CPO (for provincial applicant)	√		√			
16. Certification from the consignee that the items will not be exported to a third party country – Original Copy						√
17. For Blasting Contractor: a. Blasting Scheme b. Agreement or contract of the project w/ duration c. Certification from PD/CD in the construction/ establishment of an issuing magazine where the project is located d. Environmental Compliance Certificate (ECC) from DENR e. Endorsement from BMGS (Mining & Quarrying) f. Endorsement from DOE (Oil & Geothermal Exploration) g. Endorsement from PCG (Salvaging) h. Endorsement from FPA (Fertilizer Formulator) i. Endorsement from DPWH (Road Construction, etc.) j. Endorsement from City Engineer's Office (development of subdivision) k. Endorsement from other government agencies			√			