



Office of the Building Official

External Services



1. Issuance of Building Permit

To enforce and regulate uniform standards for the construction, alteration, repair etc. of buildings pursuant to PD 1096 as well as enforcement of related orders & decisions.

Office Or Division:	Office Of The Building Official			
Classification:	Simple			
Type Of Transaction:	G2C/G2B - Government to Citizen/ Government to Business			
Who May Avail:	All Government & Private Structures Under Pd 957			
CHECKLIST OF REQUIREMENTS		WHERE TO SECURE		
Duly Filled-up OBO Forms (by set)		Office of the Building Official, G/F New Ormoc City Hall		
Transfer Certificate of Title		Registry of Deeds, 3/F New Ormoc City Hall		
Sketch Plan of the Lot		Geodetic Engineer		
Building Plans & Specifications		Hired Professionals		
CLIENT STEPS	AGENCY ACTION	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Submit all accomplished forms with plans and other documents to the OBO receiving desk.	1.1 Receive the required documents and check for completeness	None	1 Hour	<i>Admin. Aide I- OBO Receiving Officer</i>
	1.2 (Simultaneous tasks of the City Treasurer's Office, City Assesor's Office, City Planning & Development Office)		5 Hours & 30 Minutes	<i>City Treasurer- CTO City Assessor- CAO Draftsman- City Planning & Development Office</i>
	1.3 Conduct actual site inspection. Evaluates land use thru desk review or undertakes preliminary site verification, as needed, thru Joint inspection Team (JIT)		4 Hours	<i>Draftsman- City Planning & Development Office Building Inspector I & team- OBO</i>



				Bureau of Fire Protection
	<p>1.4 Simultaneous tasks of the OBO/ CPDO & BFP) Evaluates the plans as to:</p> <ul style="list-style-type: none"> -Geodetic requirements -Architectural requirements -Structural requirements - Plumbing/sanitary requirements -Electrical requirements -Mechanical requirements -Electronics requirements 		3 Days	<p><i>Draftsman- CPDO</i></p> <p><i>Technical Team- OBO</i></p> <p><i>Building Plan Evaluator- BFP</i></p>
2. Follow up the processing of your application (applicant will receive a text message regarding his/her application after evaluation)	2.1 Review and recommend order for payment or correction, if necessary	None	20 Minutes	<p><i>Admin. Aide I- OBO Releasing Officer</i></p>
	2.2 One-time assessment of Taxes, Charges & Fees		1 Hour	<p><i>City Treasurer- CTO</i></p> <p><i>City Assessor- CAO</i></p> <p><i>Draftsman- City Planning & Development Office</i></p> <p><i>Technical Team - OBO</i></p>
	2.3 Has applicant sign the logbook signifying receipt		10 Minutes	<p><i>Admin. Aide I- OBO Receiving Officer</i></p>



3. Payment	3.1 Accept the payment based on the order of payment	Varies based on assessment	1 Hour	Cashier I-Office
	3.2 Receive ORs from the Cashier & forwards it to the Printing/ Recording		30 Minutes	Admin. Aide I-OBO Receiving Officer
	3.3 Signs the Bldg& Ancillary Permits		1 Hour	
	3.4 Collates printed clearances and permits		30 Minutes	
	3.5 Assign corresponding Permit Number, record & segregate all documents		30 Minutes	
4. Releasing	4.1 Issuance of approved building permit	None	30 Minutes	Admin. Aide I-OBO Releasing Officer
	4.2 Archives the issued/released Bldg, Permit, clearances & other documents for documentation			Admin. Aide I-OBO
TOTAL		See Schedule of Fees of PD 1096 (National Building Code)	5 Days	



NEW SCHEDULE OF FEES AND OTHER CHARGES OF THE REVISED IMPLEMENTING RULES AND REGULATIONS (IRR) OF THE NATIONAL BUILDING CODE OF THE PHILIPPINES (PD 1096)

1. *Bases of assessment*

- a. Character of occupancy or use of building/structure
- b. Cost of construction
- c. Floor area
- d. Height

2. Regardless of the type of construction, the cost of construction of any building/structure for the purpose of assessing the corresponding fees shall be based on the following table:

Table II.G.1. On Fixed Cost Of Construction Per Sq. Meter

LOCATION	GROUP		
	A, B, C, D, E, G, H, I	F	J
All Cities and Municipalities	P10, 000	P8, 000	P6, 000

3. Construction/addition/renovation/alteration of buildings/structures under Group's and Sub-Divisions shall be assessed as follows:

a. Division A-1

Area in sq. meters		Fee per sq. meter
i.	Original complete construction up to 20.00 sq. meters.....	P 2.00
ii.	Additional/renovation/alteration up to 20.00 sq. meters regardless of floor area of original construction.....	2.40
iii.	Above 20.00 sq. meters to 50.00 sq. meters.....	3.40
iv.	Above 50.00 sq. meters to 100.00 sq. meters.....	4.80
v.	Above 100.00 sq. m to 150 sq. meters.....	6.00
vi.	Above 150.00 sq. meters.....	7.20

Sample Computation for Building Fee for a 75.00 sq. meters floor area:

Floor area = 75.00 sq. meters
Therefore area bracket is 3.a.iv.
Fee = P 4.80/sq. meter
Building Fee = 75.00 x 4.80 = P 360.00

b. Division A-2

Area in sq. meters		Fee per sq. meter
i.	Original complete construction up to 20.00 sq. meters.....	P 3.00
ii.	Additional/renovation/alteration up to 20.00 sq. meters regardless of floor area of original construction.....	3.40
iii.	Above 20.00 sq. meters to 50.00 sq. meters.....	5.20
iv.	Above 50.00 sq. meters to 100.00 sq. meters.....	8.00
v.	Above 150.00 sq. meters.....	8.40

c. Divisions B-1/C-1/E-1, 2, 3/F-1/G-1, 2, 3, 4, 5/H-1, 2, 3, 4/I-1 and J-1, 2, 3

Area in sq. meters	Fee per sq. meter
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i.	Up to 500.....	P 23.00
ii.	Above 500 to 600.....	22.00
iii.	Above 600 to 700.....	20.50
iv.	Above 700 to 800.....	19.50
v.	Above 800 to 900.....	18.00
vi.	Above 900 to 1,000.....	17.00
vii.	Above 1,000 to 1,500.....	16.00
viii.	Above 1,500 to 2,000.....	15.00
ix.	Above 2,000 to 3,000.....	14.00
x.	Above 3,000.....	12.00

NOTE: Computation of the building fee for item 3.c. is cumulative. The total area is split up into sub-areas corresponding to the area bracket indicated in the Table above. Each sub-area and the fee corresponding to its area bracket are multiplied together. The building fee is the sum of the individual products as shown in the following example:

Sample Computation for Building Fee for a building having a floor area of 3,200 sq. meters:

First 500 sq. meters @ 23.00.....	P 11,500.00
Next 100 sq. meters @ 22.00.....	2,200.00
Next 100 sq. meters @ 20.50.....	2,050.00
Next 100 sq. meters @ 19.50.....	1,950.00
Next 100 sq. meters @ 18.00.....	1,800.00
Next 100 sq. meters @ 17.00.....	1,700.00
Next 100 sq. meters @ 16.00.....	8,000.00
Next 500 sq. meters @ 15.00.....	7,500.00
Next 1,000 sq. meters @ 14.00.....	14,000.00
Last 200 sq. meters @ 12.00.....	2,400.00

Total Building Fee P 53,100.00

d. Divisions C-2/D-1, 2, 3

Area in sq. meters	Fee per sq. meter	
i.	Up to 500.....	P 12.00
ii.	Above 500 to 600.....	11.00
iii.	Above 600 to 700.....	10.20
iv.	Above 700 to 800.....	9.60
v.	Above 800 to 900.....	9.00
vi.	Above 900 to 1,000.....	8.40
vii.	Above 1,000 to 1,500.....	7.20
viii.	Above 1,500 to 2,000.....	6.60
ix.	Above 2,000 to 3,000.....	6.00
x.	Above 3,000.....	5.00

NOTE: Computation of the building fee in item 3.d. follows the example of Section 3.c. of this Schedule.

e. Division J-2 structures shall be assessed 50% of the rate of the principal building of which they are accessories (Sections 3.a. to 3.d.).

4. *Electrical Fees*

The following schedule shall be used for computing electrical fees in residential, institutional, commercial and industrial structures:



a. Total Connected Load (kVA)

		Fee
i. 5 kVA or less.....	P 200.00	
ii. Over 5 kVA to 50 kVA.....	P 200.00 + P 20.00/kVA	
iii. Over 50 kVA to 300 kVA.....	1,100.00 + 10.00/kVA	
iv. Over 300 kVA to 1,500 kVA.....	3,600.00 + 5.00/kVA	
v. Over 1,500 kVA to 6,000 kVA.....	9,600.00 + 2.50/kVA	
vi. Over 6,000 kVA.....	20,850.00 + 1.25/kVA	

NOTE: Total Connected Load as shown in the load schedule.

b. Total Transformer/Uninterrupted Power Supply (UPS)/Generator Capacity (kVA)

	Fee
i. 5 kVA or less.....	P 40.00
ii. Over 5 kVA to 50 kVA.....	P 40.00 + P 4.00/kVA
iii. Over 50 kVA to 300 kVA.....	220.00 + 2.00/kVA
iv. Over 300 kVA to 1,500 kVA.....	720.00 + 1.00/kVA
v. Over 1,500 kVA to 6,000 kVA.....	1,920.00 + 0.50/kVA
vi. Over 6,000 kVA.....	4,170.00 + 0.25/kVA

NOTE: Total Transformer/UPS/Generator Capacity shall include all transformer, UPS and generators which are owned/installed by the owner/applicant as shown in the electrical plans and specifications.

c. Pole/Attachment Location Plan Permit

i. Power Supply Pole Location.....	P 30.00/pole
ii. Guying Attachment.....	P 30.00/attachment

This applies to designs/installations within the premises.

d. Miscellaneous Fees: Electric Meter for union separation, alteration, reconnection or relocation and issuance of Wiring Permit:

Use or Character of Occupancy	Electric Meter	Wiring Permit Issuance
Residential	P 15.00	P 15.00
Commercial/Industrial	60.00	36.00
Institutional	30.00	12.00

e. Formula for Computation of Fees

The Total Electrical Fees shall be the sum of Sections 4.a. to 4.d. of this Rule.

f. Forfeiture of Fees

If the electrical work or installation is found not in conformity with the minimum safety requirements of the Philippine Electrical Codes and the Electrical Engineering Law (RA 7920), and the Owner fails to perform corrective actions within the reasonable time provided by the Building Official, the latter and/or their duly authorized representative shall forthwith cancel the permit and the fees thereon shall be forfeited.

5. Mechanical Fees

a. Refrigeration, Air Conditioning and Mechanical Ventilation:

i. Refrigeration (cold storage), per ton or fraction thereof.....	P 40.00
ii. Ice Plants, per ton or fraction thereof.....	60.00
iii. Packaged/Centralized Air Conditioning Systems: Up to 100 tons, per ton.....	90.00
iv. Every ton or fraction thereof above 100 tons.....	40.00
v. Window type air conditioners, per unit.....	60.00
vi. Mechanical Ventilation, per kW or fraction thereof of blower or fan, or metric equivalent.....	40.00
vii. In a series of AC/REF systems located in one establishment, the total installed tons of refrigeration shall be used as the basis of computation for purposes of installation/inspection fees, and shall not be considered individually.	

For evaluation purposes:

For Commercial/Industrial Refrigeration without Ice Making (refer to 5.a.i.):

1.10 kW per ton, for compressors up to 5 tons capacity.
1.00 kW per ton, for compressors above 5 tons up to 50 tons capacity.
0.97 kW per ton, for compressors above 50 tons capacity.

For Ice making (refer to 5.a.ii.):

3.50 kW per ton, for compressors up to 50 tons capacity.
3.25 kW per ton, for compressors above 5 up to 50 tons capacity.
3.00 kW per ton, for compressors above 50 tons capacity.

For Air conditioning (refer to 5.a.iii.):

0.90 kW per ton, for compressors 1.2 to 5 tons capacity.
0.80 kW per ton, for above 5 up to 50 tons capacity.
0.70 kW per ton, for compressors above 50 tons capacity.

b. Escalators and Moving Walks, funiculars and the like:

i. Escalator and moving walk, per kW or fraction thereof.....	P 10.00
ii. Escalator and moving walks up to 20.00 lineal meters or fraction thereof.....	20.00
iii. Every lineal meter or fraction thereof in excess of 20.00 lineal meters.....	10.00
iv. Funicular, per kW or fraction thereof.....	200.00
v. Cable car, per kW or fraction thereof.....	40.00
(a) Per lineal meter travel.....	5.00

c. Elevators, per unit:

i. Motor driven dumbwaiters.....	P 600.00
ii. Construction elevators for material.....	2,000.00
iii. Passenger elevators.....	5,000.00
iv. Freight elevators.....	5,000.00
v. Car elevators.....	5,000.00

d. Boilers, per kW:

i. Up to 7.5 kW.....	P 500.00
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ii. Above 7.5 kW to 22 kW.....	700.00
iii. Above 22 kW to 37 kW.....	900.00
iv. Above 37 kW to 52 kW.....	1,200.00
v. Above 52 kW to 67 kW.....	1,400.00
vi. Above 67 kW to 74 kW.....	1,600.00
vi. Every kW or fraction thereof above 74 kW.....	5.00

NOTE: (a) Boiler rating shall be computed on the basis of 1.00 sq. meter of heating surface for one (1) boiler kW.
 (b) Steam from this boiler used to propel any prime-mover is exempted from fees.
 (c) Steam engines/turbines/etc. propelled from geothermal source will use the same schedule of fees above.

e. Pressurized water heaters, per unit.....	P 200.00
f. Water, sump and sewage pumps for commercial/industrial use, per kW or fraction thereof.....	60.00
g. Automatic fire sprinkler system, per sprinkler head.....	4.00
h. Diesel/Gasoline ICE, Steam, Gas Turbine/Engine, Hydro, Nuclear or solar Generating Units and the like, per kW:	
i. Every kW up to 50 kW.....	P 25.00
ii. Above 50 kW up to 100 kW.....	20.00
iii. Every kW above 100 kW.....	3.00
i. Compressed Air, Vacuum, Commercial, Institutional and/or Industrial Gases, per outlet.....	P 20.00
j. Gas Meter, per unit.....	P 100.00
k. Power piping for gas/steam/etc., per lineal meter or fraction thereof or per cu. meter or fraction thereof whichever is higher.....	P 4.00
l. Other Internal Combustion Engines, including cranes, forklifts, loaders, pumps, mixers, compressors and the like, not registered with the LTO, per kW:	
i. Up to 50 kW.....	P 10.00
ii. Above 50 kW to 100 kW.....	12.00
iii. Every above 100 kW or fraction thereof.....	3.00
m. Pressure Vessels, per cu. meter or fraction thereof.....	P 60.00
n. Other Machinery/Equipment for commercial/Industrial/Institutional Use not elsewhere specified, per kW or fraction thereof.....	P 60.00
o. Pneumatic tubes, Conveyors, Monorails for materials handling and addition to existing supply and/or exhaust duct works and the like, per lineal meter or fraction thereof.....	P 10.00
p. Weighing Scale Structure, per ton or fraction thereof.....	P 50.00

NOTE: Transfer of machine/equipment location within a building requires a mechanical permit and payment of fees.

6. *Plumbing Fees*

a. Installation Fees, one (1) "UNIT" composed of one (1) water closet, two (2) floor drains, one (1) lavatory, one (1) sink with ordinary trap, three (3) faucets and one (1) shower head. A partial part thereof shall be charged as that of the cost of a whole "UNIT".	
b. Every fixture in excess of one unit:	
i. Each water closet.....	P 7.00
ii. Each floor drain.....	3.00
iii. Each sink.....	3.00
iv. Each lavatory.....	7.00
v. Each faucet.....	2.00
vi. Each shower head.....	2.00
c. Special Plumbing Fixtures:	
i. Each slop sink.....	P 7.00
ii. Each urinal.....	4.00
iii. Each bath tub.....	7.00
iv. Each grease trap.....	7.00
v. Each garage trap.....	7.00
vi. Each bidet.....	4.00
vii. Each dental cuspidor.....	4.00
viii. Each gas-fired water heater.....	4.00
ix. Each drinking fountain.....	2.00
x. Each bar or soda fountain sink.....	4.00
xi. Each laundry sink.....	4.00
xii. Each laboratory sink.....	4.00
xiii. Each fixed-type sterilizer.....	2.00
d. Each water meter.....	P 2.00
i. 12 to 25 mm Ø.....	P 8.00
ii. Above 25 mm Ø.....	10.00
e. Construction of septic tank, applicable in all Groups	
i. Up to 5.00 cu. meters of digestion chamber.....	P 24.00
ii. Every cu. meter or fraction thereof In excess of 5.00 cu. meters.....	7.00

7. *Electronics Fees*

a. Central Office switching equipment, remote switching units, concentrators, PABX/PBX's, cordless/wireless telephone and communication systems, intercommunication system and other types of switching/routing/distribution equipment used for voice, data image text, facsimile, internet service, cellular, paging and other types/forms of wired or wireless communications.....	P 2.40 per port
b. Broadcast station for radio and TV for both commercial and training purposes, CATV headed, transmitting/	



receiving/relay radio and broadcasting communications stations, communications centers, switching centers, control centers, operation and/or maintenance centers, call centers, cellsites, equipment silos/shelters and other similar locations/structures used for electronics and communications services, including those used for navigational aids, radar, telemetry, tests and measurements, global positioning and personnel/vehicle location	P	1,000.00 per location
c. Automated teller machines, ticketing, vending and other types of electronic dispensing machines, telephone booths, pay phones, coin changers, location or direction-finding systems, navigational equipment used for land, aeronautical or maritime applications, photography and reproduction machines x-ray, scanners, ultrasound and other apparatus/equipment used for medical, biomedical, laboratory and testing purposes and other similar electronic or electronically-controlled apparatus or devices, whether located indoor or outdoors.....		
	P	10.00 per unit
d. Electronics and communications outlets used for connection and termination of voice, data, computer (including workstations, servers, routers, etc.), audio, video, or any form of electronics and communications services, irrespective of whether a user terminal is connected		
	P	2.40 per outlet
e. Station/terminal/control point/port/central or remote panels/outlets for security and alarm systems (including watchman system, burglar alarms, intrusion detection systems, lighting controls, monitoring and surveillance system, sensors, detectors, parking management system, barrier controls, signal lights, etc.), electronics fire alarm (including early-detection systems, smoke detectors, etc.), sound-reinforcement/background, music/paging/conference systems and the like, CATV/MATV/CCTV and off-air television, electronically-controlled conveyance systems, building automation, management systems and similar types of electronic or electronically-controlled installations whether a user terminal is connected		
	P	2.40 per termination
f. Studios, auditoriums, theaters, and similar structures for radio and TV broadcast, recording, audio/video reproduction/simulation and similar activities		
	P	1,000.00 per location
g. Antenna towers/masts or other structures for installation of any electronic and/or communications transmission/reception.....		
	P	1,000.00 per structure
h. Electronic or electronically-controlled indoor and outdoor signages and display systems, including TV monitors, multi-media signs, etc.		
	P	50.00 per unit

i. Poles and attachment:		
i. Per Pole (to be paid by pole owner).....	P	20.00
ii. Per attachment (to be paid by any entity who attaches to the pole of others)		20.00
j. Other types or electronics or electronically-controlled device, apparatus, equipment, instrument or units not specifically identified above	P	50.00 per unit

8. *Accessories of the Building/Structure Fees*

a. All parts of buildings which are open on two (2) or more sides, such as balconies, terraces, lanais and the like, shall be charged 50% of the rate of the principal building of which they are a part (Sections 3.a. to 3.d. of this Schedule).				
b. Buildings with a height of more than 8.00 meters shall be charged an additional fee of twenty-five centavos (P 0.25) per cu. meter above 8.00 meters. The height shall be measured from the ground level up to the bottom of the roof slab or the top of girts, whichever applies.				
c. Bank and Records Vaults with interior volume up to 20.00 cu. meters.....				
	P	20.00		
i. In excess of 20.00 cu. meters.....				
		8.00		
d. Swimming Pools, per cu. meter or fraction thereof:				
i. GROUP A Residential.....				
	P	3.00		
ii. Commercial/Industrial GROUPS B, E, F, G.....				
		36.00		
iii. Social/Recreational/Institutional GROUPS C, D, H, I.....				
		24.00		
iv. Swimming pools improvised from local indigenous materials such as rocks, stones and/or small boulders and with plain cement flooring shall be charged 50% of the above rates.				
v. Swimming pool shower rooms/locker rooms:				
(a) Per unit or fraction thereof				
	P	60.00		
(b) Residential GROUP A.....				
		6.00		
(c) GROUP B, E, F, G,				
		18.00		
(d) GROUP C, D, H,				
		12.00		
e. Construction of firewalls separate from the building:				
i. Per sq. meter or fraction thereof.....				
	P	3.00		
ii. Provided, that the minimum fee shall be				
		48.00		
f. Construction/erection of towers: Including Radio and TV towers, water tank supporting structures and the like:				
Use or Character of Occupancy				
Self-Supporting				
Trilon (Guyed)				
i. Single detached dwelling units.....	P	500.00	P	150.00
ii. Commercial/Industrial (Groups B, E, F, G)				
up to 10.00 meters in height.....				
(a) Every meter or fraction thereof in excess of 10.00 meters.....				
		2,400.00		240.00
		120.00		12.00



iii.	Educational/Recreational/Institutional (Groups C, D, H, I) up to 10.00 meters in height.....	1,800.00	120.00
	(a) Every meter or fraction thereof in excess of 10.00 meters.....	120.00	12.00
g.	Storage Silos, up to 10.00 meters in height.....	P	2,400.00
i.	Every meter or fraction thereof in excess of 10.00 meters.....		150.00
ii.	Silos with platforms or floors shall be charged an additional fee in accordance with Section 3.e. of this Schedule		
h.	Construction of Smokestacks and Chimneys for Commercial/Industrial Use Groups B, E, F and G:		
i.	Smokestacks, up to 10.00 meters in height, measured from the base.....	P	240.00
	(a) Every meter or fraction thereof in excess of 10.00 meters.....		12.00
ii.	Chimney up to 10.00 meters in height, measured from the base.....		48.00
	(a) Every meter or fraction thereof in excess of 10.00 meters.....		2.00
i.	Construction of Commercial/Industrial Fixed Ovens, per sq. meters or fraction thereof of interior floor areas	P	48.00
j.	Construction of Industrial Kiln/Furnace, per cu. meter or fraction thereof of volume		12.00
k.	Construction of reinforced concrete or steel tanks or above ground GROUPS A and B, up to 2.00 cu. meters.....		12.00
i.	Every cu. m or fraction thereof in excess of 2.00 cu. meters.....	P	12.00
ii.	For all other than Groups A and B up to 10.00 cu. meters.....		480.00
	(a) Every cu. meter or fraction thereof in excess of 10.00 cu. meters.....		24.00
l.	Construction of Water and Waste Water Treatment Tanks: (Including Cisterns, Sedimentation and Chemical Treatment Tanks) per cu. meter of volume.....	P	7.00
m.	Construction of reinforced concrete or steel tanks except for Commercial/Industrial Use:		
i.	Above ground, up to 10.00 cu. meters.....	P	480.00
	Every cu. m or fraction thereof in excess of 10.00 cu. meters.....		480.00
ii.	Underground, up to 20.00 cu. meters.....		540.00
	Every cu. meter or fraction thereof in excess of 20.00 cu. meters.....		24.00
n.	Pull-outs and Reinstallation of Commercial/Industrial Steel Tanks:		

i.	Underground, per cu. meter or fraction thereof of excavation.....	P	3.00
ii.	Saddle or trestle mounted horizontal tanks, per cu. meter or fraction thereof of volume of tank.....		3.00
iii.	Reinstallation of vertical storage tanks shall be the same as new construction fees in accordance with Section 8.k. above.		
n.	Booths, Kiosks, Platforms, Stages and the like, per sq. meter or fraction thereof of floor area:		
i.	Construction of permanent type.....	P	10.00
ii.	Construction of temporary type.....		5.00
iii.	Inspection of knock-down temporary type, per unit		24.00
p.	Construction of buildings and other accessory structures within cemeteries and memorial parks:		
i.	Tombs, per sq. meter of covered ground areas.....	P	5.00
ii.	Semi-enclosed mausoleums whether canopied or not, per sq. meter of built-up area		5.00
iii.	Totally enclosed mausoleums, per sq. meter of floor area		12.00
iv.	Totally enclosed mausoleums, per sq. meter of floor area		5.00
v.	Columbarium, per sq. meter.....		18.00
9.	Accessory Fees		
a.	Establishment of Line and Grade, all sides fronting or abutting streets, esteros, rivers and creeks, first 10.00 meters.....	P	24.00
i.	Every meter or fraction thereof in excess of 10.00 meters.....		2.40
b.	Ground Preparation and Excavation Fee		
i.	While the application for Building Permit is still being processed, the Building Official may issue Ground Preparation and Excavation Permit (GP&EP) for foundation, subject to the verification, inspection and review by the Line and Grade Section of the Inspection and Enforcement Division to determine compliance to line and grade, setbacks, yards/easements and parking requirements.		
(a)	Inspection and Verification Fee	P	200.00
(b)	Per cu. meters of excavation		3.00
(c)	Issuance of GP & EP, valid only for thirty (30) days or superseded upon issuance of Building Permit		50.00
(d)	Per cu. meter of excavation for foundation with basement.....		4.00
(e)	Excavation other than foundation or basement, per cu. meter.....		3.00



- (f) Encroachment of footings or foundations of buildings/structures to public areas as permitted, per sq. meter or fraction thereof of footing or foundation encroachment 250.00
- c. Fencing Fees:
- i. Made of masonry, metal, concrete up to 1.80 meters in height, per linear meter or fraction thereof..... P 3.00
 - ii. In excess of 1.80 meters in height, per linear meter or fraction thereof 4.00
 - iii. Made of indigenous materials, barbed, chicken or hog wires, per linear meter..... 2.40
- d. Construction of Pavements, up to 20.00 sq. meters..... P 24.00
- e. In excess of 20% or fraction thereof of paved areas intended for commercial/industrial/institutional use, such as parking and sidewalk areas, gasoline station premises, skating rinks, pelota courts, tennis and basketball courts and the like P 3.00
- f. Use of Streets and Sidewalks, Enclosures and Occupancy of Sidewalks up to 20.00 sq. meters, per calendar month P 240.00
- i. Every sq. meter or fraction thereof in excess of 20.00 sq. meters P 12.00
- g. Erection of Scaffoldings Occupying Public Areas, per calendar month.
- i. Up to 10.00 meters in length..... P 150.00
 - ii. Every lineal meter or fraction thereof in excess of 10.00 meters 12.00
- h. Sign Fees:
- i. Erection and anchorage of display surface, up to 4.00 sq. meters of signboard area..... P 120.00
 - (a) Every sq. meter or fraction thereof in excess of 4.00 sq. meters..... 24.00
 - ii. Installation Fees, per sq. meter or fraction thereof of display surface.

Type of Sign Display	Business Signs	Advertising Signs
Neon	P 36.00	P 52.00
Illuminated	24.00	36.00
Others	15.00	24.00
Painted-on	9.60	18.00

- iii. Annual Renewal Fees, per sq. meter of display surface or fraction thereof:

Type of Sign Display	Business Signs	Advertising Signs
Neon	P 36.00, min. fee shall be P 124.00	P 46.00, min. fee shall be P 200.00
Illuminated	P 18.00, min. fee shall be P 72.00	P 38.00, min. fee shall be P 150.00
Others	P 12.00, min. fee shall be P 40.00	P 20.00, min. fee shall be P 110.00
Painted-on	P 8.00, min. fee shall be P 30.00	P 12.00, min. fee shall be P 100.00

- i. Repairs Fees:
- i. Alteration/renovation/improvement on vertical dimensions of buildings/structures in square meter, such as facades, exterior and interior walls, shall be assessed in accordance with the following rate, For all Groups..... P 5.00
 - ii. Alteration/renovation/improvement on horizontal dimensions of buildings/structures, such as floorings, ceilings and roofing shall be assessed in accordance with the following rate, For all Groups 5.00
 - iii. Repairs on buildings/structures in all Groups costing more than five thousand pesos (P 5,000.00) shall be charged 1% of the detailed repair cost (itemized original materials to be replaced with same or new substitute and labor)
- j. Raising of Buildings/Structures Fees:
- i. Assessment of fees for raising of any buildings/structures shall be based on the new usable area generated.
 - ii. The fees to be charged shall be as prescribed under Sections 3.a. to 3.e. of this Schedule, whichever Group applies.
- k. Demolition/Moving of Buildings/Structures Fees, per sq. meter of area or dimensions involved:
- i. Buildings in all Groups per sq. meter floor area..... P 3.00
 - ii. Building Systems/Frames or portion thereof per vertical or horizontal dimensions, including Fences 4.00
 - iii. Structures of up to 10.00 meters in height..... 800.00
 - (a) Every meter or portion thereof in excess of 10.00 meters 50.00
 - iv. Appendage of up to 3.00 cu. meter/unit..... 50.00
 - (a) Every cu. meter or portion thereof in excess of 3.00 cu. meters 50.00
 - v. Moving Fee, per sq. meter of area of building/structure to be moved 3.00



10. Certificates of Use or Occupancy (Table II.G.1. for fixed costing)

a. Division A-1 and A-2 Buildings:			
i.	Costing up to P150,000.00	P	100.00
ii.	Costing more than P150,000.00 up to P400,000.00		200.00
iii.	Costing more than P400,000.00 up to P850,000.00	P	400.00
iv.	Costing more than P850,000.00 up to P1,200,000.00		800.00
v.	Every million or portion thereof in excess of P1,200,000.00		800.00
b. Divisions B-1/E-1, 2, 3/F-1/G-1, 2, 3, 4, 5/H-1, 2, 3, 4/and I-1 Buildings:			
i.	Costing up to P150,000.00	P	200.00
ii.	Costing more than P150,000.00 up to P400,000.00		400.00
iii.	Costing more than P400,000.00 up to P850,000.00		
iv.	Costing more than P850,000.00 up to P1,200,000.00		
v.	Every million or portion thereof in excess of P1,200,000.00		
c. Divisions C-1, 2/D-1, 2, 3 Buildings:			
i.	Costing up to P150,000.00		
ii.	Costing more than P150,000.00 up to P400,000.00		
iii.	Costing more than P400,000.00 up to P850,000.00		
iv.	Costing more than P850,000.00 up to P1,200,000.00		
v.	Every million or portion thereof in excess of P1,200,000.00		
d. Division J-1 Buildings/structures:			
i.	With floor area up to 20.00 sq. meters	P	50.00
ii.	With floor area above 20.00 sq. meters up to 500.00 sq. meters		240.00
iii.	With floor area above 500.00 sq. meters up to 1,000.00 sq. meters		360.00
iv.	With floor area above 1,000.00 sq. meters up to 5,000.00 sq. meters		480.00
v.	With floor area above 5,000.00 sq. meters up to 10,000.00 sq. meters		200.00
	With floor area above 10,000.00 sq. meters		2,400.00
e. Division J-2 Structures:			
i.	Garages, carports, balconies, terraces, lanais and the like: 50% of the rate of the principal building, of which they are accessories.		
ii.	Aviaries, aquariums, zoo structures and the like: same rates as for Section 10.d. above.		
iii.	Towers such as for Radio and TV transmissions, cell site, sign (ground or roof type) and water tank supporting structures and the like in any location shall be imposed fees as follows:		
	(a) First 10.00 meters of height from the ground	P	800.00
	(b) Every meter or fraction thereof in excess of 10.00 meters		50.00
f.	Change in Use/Occupancy, per sq. meter or fraction thereof of area affected	P	5.00



2. Issuance of Occupancy Permit

To enforce and regulate uniform standards for the as-built/ actual construction, of buildings pursuant to PD 1096 as well as enforcement of related orders & decisions.

Office Or Division:	Office Of The Building Official			
Classification:	Simple			
Type Of Transaction:	G2C/G2B - Government to Citizen/ Government to Business			
Who May Avail:	All Government & Private Structures Under Pd 957			
CHECKLIST OF REQUIREMENTS		WHERE TO SECURE		
Duly Filled-up OBO Forms		Office of the Building Official, G/F New Ormoc City Hall		
As-Built Plans & Specifications, Construction Logbook		Registry of Deeds, 3/F New Ormoc City Hall		
CLIENT STEPS	AGENCY ACTION	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Submit all accomplished forms with plans and other documents to the OBO receiving desk.	1. Receive the required documents and check for completeness	none	1 Hour	<i>Admin. Aide I- OBO Receiving Officer</i>
	1.1 City Planning & Development Office checks plans to be issued with locational clearance		5 Hrs & 30 Mins.	<i>City Treasurer- CTO City Assessor- CAO Draftsman- City Planning & Development Office</i>
	1.2 Conduct actual site inspection. Evaluates land use thru desk review or undertakes preliminary site verification, as needed, thru Joint inspection Team (JIT)		4 Hrs	<i>Draftsman- City Planning & Development Office Building Inspector I & team- OBO Bureau of Fire Protection</i>
	1.3 Simultaneous tasks of the OBO/ CPDO &		3 Days	<i>Draftsman- CPDO</i>



	BFP) Evaluates the plans as to: -Architectural requirements - Structural requirements -Plumbing/sanitary requirements -Electrical requirements -Mechanical requirements - Electronics requirements			<i>Technical Team- OBO</i> <i>Building Plan Evaluator- BFP</i>
2. Follow up the processing of your application (applicant will receive a text message regarding his/her application after evaluation)	2.Review and recommend order for payment or correction, if necessary	None	20 Mins	<i>Admin. Aide I- OBO Releasing Officer</i>
	2.1 One-time assessment of Taxes, Charges & Fees		1 Hr	<i>City Treasurer- CTO City Assessor- CAO Draftsman- City Planning & Development Office Technical Team - OBO</i>
	2.2 Has applicant sign the logbook signifying receipt		10 Mins	<i>Admin. Aide I- OBO Releasing Officer</i>
3. Payment	3 Accept the payment based on the order of payment	varies based on assessment	1 Hour	<i>Cashier I- Treasurer's Office</i>



	3.1 Receive ORs from the Cashier & forwards it to the Printing/ Recording		30 Minutes	<i>Admin. Aide I-OBO Receiving Officer</i>
	3.2 the Bldg& Ancillary Permits		1 Hour	
	3.3 Collates printed clearances and permits		30 Minutes	
	3.4 Assign corresponding Permit Number, record & segregate all documents		30 Minutes	
4. Releasing	4. Receives & validates the claim stub of the applicant Releases to the applicant the Certificate of Occupancy and other documents.	None	30 Minutes	<i>Admin. Aide I-OBO Releasing Officer</i>
	4.1 Archives the issued/released Occupancy Permit, clearances & others for documentation		No Time Allocation	<i>Admin. Aide I</i>
TOTAL		See Schedule of Fees of PD 1096 (National Building Code)	5 Days	



11. Annual Inspection Fees

a. Divisions A-1 and A-2:

i. Single detached dwelling units and duplexes are not subject to annual inspections.		
ii. If the owner request inspections, the fee for each of the services enumerated below is	P	120.00
Land Use Conformity		
Architectural Presentability		
Structural Stability		
Sanitary and Health Requirements		
Fire-Resistive Requirements		

b. Divisions B-1/D-1, 2, 3/E-1, 2, 3/F-1/G-1, 2, 3, 4, 5/ H-1, 2, 3, 4/ and I-1, Commercial, Industrial Institutional buildings and appendages shall be assessed area as follows:

i. Appendage of up to 3.00 cu. meters/unit.....	P	150.00
ii. Floor area to 100.00 sq. meters.....		120.00
iii. Above 100.00 sq. meters up to 200.00 sq. meters.....		240.00
iv. Above 200.00 sq. meters up to 350.00 sq. meters.....		80.00
v. Above three hundred 350.00 sq. meters up to 500.00 sq. meters.....		720.00
vi. Above 500.00 sq. meters up to 750.00 sq. meters.....		960.00
vii. Above 750.00 sq. meters up to 1,000.00 sq. meters.....		1,200.00
viii. Every 1,000.00 sq. meters or its portion in excess of 1,000.00 sq. meters.....		1,200.00

c. Divisions C-1, 2, Amusement Houses, Gymnasias and the like:

i. First class cinematographs or theaters.....	P	1,200.00
ii. Second class cinematographs or theaters.....		720.00
iii. Third class cinematographs or theaters.....		520.00
iv. Grandstands/Bleachers, Gymnasias and the like.....		720.00

d. Annual plumbing inspection fees, each plumbing unit

P	60.00
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e. Electrical Inspection Fees:

- i. A one time electrical inspection fee equivalent to 10% of Total Electrical Permit Fees shall be charged to cover all inspection trips during construction.
- ii. Annual Inspection Fees are the same as in Section 4.e.

f. Annual Mechanical Inspection Fees:

i. Refrigeration and Ice Plant, per ton:		
(a) Up to 100 tons capacity	P	25.00
(b) Above 100 tons up to 150 tons		20.00
(c) Above 150 tons up to 300 tons		15.00
(d) Above 300 tons up to 500 tons.....		10.00
(e) Every ton or fraction thereof above 500 tons.....		5.00
ii. Air Conditioning Systems:		
Window type air conditioners, per unit	P	40.00
iii. Packaged or centralized air conditioning systems:		
(a) First 100 tons, per ton		25.00
(b) Above 100 tons, up to 150 tons per ton		20.00
(c) Every ton or fraction thereof above 500 tons		8.00
iv. Mechanical Ventilation, per unit, per KW:		
(a) Up to 1 kW	P	10.00
(b) Above 1 kW to 7.5 kW		50.00
(c) Every kW above 7.5 kW		20.00
v. Escalators and Moving Walks; Funiculars and the like:		
(a) Escalator and Moving Walks, per unit.....	P	120.00
(b) Funiculars, per KW or fraction thereof.....		50.00
(c) Per lineal meter or fraction thereof of travel.....		10.00
(d) Cable Car, per KW or fraction thereof		25.00
(e) Per lineal meter of travel.....		2.00
vi. Elevators, per unit:		
(a) Passenger elevators.....	P	500.00
(b) Freight elevators.....		400.00
(c) Motor driven dumbwaiters.....		50.00
(d) Construction elevators for materials		400.00
(e) Car elevators		500.00
(f) Every landing above first five (5) landings for all the above elevators.....		50.00
vii. Boilers, per unit:		
(a) Up to 7.5 kW	P	400.00
(b) 7.5 kW up to 22 kW		550.00
(c) 22 kW up to 37 kW		600.00
(d) 37 kW up to 52 kW		650.00
(e) 52 kW up to 67 kW		800.00
(f) 67 kW up to 74 kW		900.00
(g) Every kW or fraction thereof above 74 kW		4.00
viii. Pressurized Water Heaters, per unit.....	P	120.00
ix. Automatic Fire Extinguishers, per sprinkler head.....	P	2.00
x. Water, Sump and Sewage pumps for buildings/structures for commercial/ industrial purposes, per KW:		
(a) Up to 5 kW.....	P	55.00
(b) Above 5 kW to 10 kW.....		90.00



	(c) Every kW or fraction thereof above 10 kW.....	P	2.00
xi.	Diesel/Gasoline Internal Combustion Engine, Gas Turbine/Engine, Hydro, Nuclear or Solar Generating Units and the like, per kW:		
	(a) Per kW, up to 50 kW.....	P	15.00
	(b) Above 50 kW up to 100 kW.....		10.00
	(c) Every kW or fraction thereof above 100 kW.....		2.40
xii.	Compressed air, vacuum, commercial/institutional/industrial gases, per outlet.....	P	10.00
xiii.	Power piping for gas/steam/etc., per lineal meter or fraction thereof or per cu. meter or fraction thereof, whichever is higher.....	P	2.00
xiv.	Other Internal Combustion Engines, including Cranes, Forklifts, Loaders, Mixers, Compressors and the like, (a) Per unit, up to 10 kW.....		100.00
	(b) Every kW above 10 kW.....		3.00
xv.	Other machineries and/or equipment for commercial/ industrial/institutional use not elsewhere specified, per unit:		
	(a) Up to ½ kW.....	P	8.00
	(b) Above ½ kW up to 1 kW.....		23.00
	(c) Above 1 kW up to 3 kW.....		39.00
	(d) Above 3 kW up to 5 kW.....		55.00
	(e) Above 5 kW up to 10 kW.....		80.00
	(f) Every kW above 10 kW or fraction thereof.....		4.00
xvi.	Pressure Vessels, per cu. meter or fraction thereof.....	P	40.00
xvii.	Pneumatic tubes, Conveyors, Monorails for materials handling, per lineal meter or fraction thereof.....	P	2.40
xviii.	Weighing Scale Structure, per ton or fraction thereof.....	P	30.00
xix.	Testing/Calibration of pressure gauge, per unit.....	P	24.00
	(a) Each Gas Meter, tested, proved and sealed, per gas meter.....		30.00
xx.	Every mechanical ride inspection, etc., used in amusement centers of fairs, such as ferris wheel, and the like, per unit.....	P	30.00
g.	Annual electronics inspection fees shall be the same as the fees in Section 7. of this Schedule.		
12.	Certifications:		
a.	Certified true copy of building permit.....	P	50.00
b.	Certified true copy of Certificate of Use/Occupancy.....		50.00
c.	Issuance of Certificate of Damage.....		50.00
d.	Certified true copy of Certificate of Damage.....		50.00
e.	Certified true copy of Electrical Certificate.....		50.00

f.	Issuance of Certificate of Gas Meter Installation.....	P	50.00
g.	Certified true copy of Certificate of Operation.....		50.00
h.	Other Certifications.....		50.00

NOTE: The specifications of the Gas Meter shall be:

Manufacturer.....	
Serial Number.....	
Gas Type.....	
Meter Classification/Model.....	
Maximum Allowable Operating Pressure – psi (kPa).....	
Hub Size - mm (inch).....	
Capacity - m ³ /hr. (ft ³ /hr.).....	