

# Certificate of Final Inspection

Cert. of Completion

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Number

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Date Submitted

\_\_\_\_\_

Date Issued

Owner/Applicant

\_\_\_\_\_

Bldg. Permit No.

\_\_\_\_\_

Date Issued

Location of Construction

\_\_\_\_\_

Use or Type of Occupancy

\_\_\_\_\_

Date of Completion

\_\_\_\_\_

Cost as Built

Line & Grade

\_\_\_\_\_

Civil / structural

Inspected as to the following requirements:

**ENGR. ROLANDO A. EBAD**  
Electrical / Electronics

The construction of the building described above was found to be in order and therefore the "Certificate of Occupancy" is hereby recommended for approval.

**ENGR. LEONARD S. PALBAN**  
Chief Inspection and Enforcement Division

FILING FEE : \_\_\_\_\_  
CERTIFICATE OF OCCUPANCY : \_\_\_\_\_  
ELECTRICAL INSPECTION FEE : \_\_\_\_\_  
PLUMBING INSPECTION FEE : \_\_\_\_\_  
FIRE SAFETY INSPECTION FEE : \_\_\_\_\_

REPUBLIC OF THE PHILIPPINES  
OFFICE OF THE BUILDING OFFICIAL  
CITY OF DAVAO

AREA CODE \_\_\_\_\_

## CERTIFICATE OF USE

Number

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Date Issued

\_\_\_\_\_

This certifies that the building structure which has been designed and constructed as a \_\_\_\_\_ under Building \_\_\_\_\_

(Use or Type of Occupancy)

Permit No. \_\_\_\_\_

dated \_\_\_\_\_

issued \_\_\_\_\_

under the name of \_\_\_\_\_

has been \_\_\_\_\_

inspected and found to be in conformity with the approved plans and specifications on the file in this office and the provisions of the National Building Code (P.D. 1096) and its implementing rules and regulations and therefore the building / structure may now be occupied or used.

The owner shall properly maintain this building structure to enhance its architectural well-being, structural stability, sanitation, and fire-protection pro and shall not be occupied or used for purposes other than its intended use as stated above.

This certificate is issued in accordance with Section 309, Chapter 3 of P.D. 1096.

**ENGR. CIRINIA GRACE L. CATUBIG**  
Officer In-Charge of City Building Official

### NOTE:

A certified copy hereof shall be posted within the premises of the building and shall not be removed without authority from the Building Official.

# Certificate of Final Inspection

Cert. of Completion

Number

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Date Submitted

Date Issued

(Owner/Applicant)

Bldg. Permit No.

Date Issued

(Location of Construction)

(Use or Type of Occupancy)

Date of Completion

Cost as Built

Inspected as to the following requirements:

As-Built plan

Construction Logbook

**ARCH. JENNY ANN S. MATUGUINAS**

Architectural/Accessibility

Line and Grade

**ENGR. ROLANDO A. EBAD**

Electrical/Electronics

**ENGR. REY S. ABIERA**

Sanitary/Plumbing

**ENGR. NELSON PREXY F. SUELTO**

Head Mechanical Permit Section.

The construction of the building described above was found to be in order and therefor the "Certificate of Occupancy" is hereby recommended for approval.

**ENGR. LEONARD S. PALBAN**

Civil/structural  
Chief, Inspection and Enforcement Division

FILING FEE	:	_____
CERTIFICATE OF OCCUPANCY	:	_____
ELECTRICAL INSPECTION FEE	:	_____
PLUMBING INSPECTION FEE	:	_____
FIRE SAFETY INSPECTION FEE	:	_____
ELECTRONICS FEE	:	_____
<b>TOTAL</b>	:	_____

REPUBLIC OF THE PHILIPPINES  
OFFICE OF THE BUILDING OFFICIAL  
CITY OF DAVAO



AREA CODE \_\_\_\_\_

# CERTIFICATE OF OCCUPANCY

Number

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Date Issued

This certifies that the building / structure which has been designed and constructed as a \_\_\_\_\_ under Building (use or Type of Occupancy)

Permit No. \_\_\_\_\_ Dated \_\_\_\_\_ issued

under the name of \_\_\_\_\_ has been inspected and found to be in conformity with the approved plans and specifications on the file in this office and the provisions of the National Building Code (P.D. 1096) and its implementing rules and regulations and therefore the building / structure may now be occupied or use.

The owner shall properly maintain this building to enhance its architectural well-being, structural stability, sanitation and fire-protection properties and shall not be occupied or used for purposes than its intended use as stated above.

This certificate is issued in accordance with Section 309, Chapter 3 of P.D. 1096

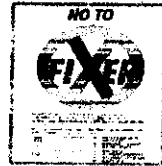
**ENGR. CIRINIA GRACE L. CATUBIG**

Officer-In-Charge

**NOTE:**

A certified copy hereof shall be posted within the premises of the building and shall not be removed without authority from the Building Official

REPUBLIC OF THE PHILIPPINES  
**DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS**  
 OFFICE OF THE CITY BUILDING OFFICIAL  
 Davao City



## CERTIFICATE OF FINAL ELECTRICAL INSPECTION/COMPLETION

THIS IS TO CERTIFY THAT FINAL INSPECTION OF THE ELECTRICAL INSTALLATION HAD BEEN CONDUCTED ON BUILDING AND/OR PREMISES COVERED BY THE BUILDING PERMIT NO. \_\_\_\_\_ ISSUED ON \_\_\_\_\_ AND THE SAME WERE FOUND COMPLETED IN ACCORDANCE WITH THE APPROVED PLANS AND SPECIFICATIONS AND FILE WITH THE BUILDING OFFICIAL, AND IN ACCORDANCE WITH THE ELECTRICAL CODE OF THE PHILIPPINES.

NAME OF OWNER/APPLICANT		LAST NAME	FIRST NAME	MIDDLE NAME
ADDRESS	NO.	STREET	BARANGAY	CITY MUNICIPAL
LOCATION OF INSTALLATION	NO.	STREET	BARANGAY	CITY MUNICIPAL
TYPE OF OCCUPANCY OR USE:				
<input type="checkbox"/> RESIDENTIAL DWELLING	<input type="checkbox"/> BUSINESS MERCANTILE	<input type="checkbox"/> ASSEMBLY OCCUPANT LOAD 1000 OR MORE		
<input type="checkbox"/> RESIDENTIAL HOTEL APARTMENT	<input type="checkbox"/> INDUSTRIAL	<input type="checkbox"/> ACCESSORY		
<input type="checkbox"/> EDUCATION AND RECREATION	<input type="checkbox"/> STORAGE AND HAZARDOUS	<input type="checkbox"/> OTHERS (specify) _____		
<input type="checkbox"/> INSTITUTIONAL	<input type="checkbox"/> ASSEMBLY OTHER THAN GROUP I	_____		
START OF INSTALLATION _____		DATE OF COMPLETION _____		

OUTLET/S DEVICES / EQUIPMENT			
NUMBER OF OUTLETS:			
_____ LIGHT	_____ SPO. COOKING UNIT	_____ TOGGLE SWITCH	_____ FE DETECTORS
_____ CONVIENIENCE/RECEPTACLE	_____ SPO. WATER HEATER	_____ BELLS/BUZZER	_____ OTHERS (see attached list)
_____ SPO. AIRCON	_____ SPO. WATER PUMP	_____ PUSH BUTTONS	_____

PERSON INCHARGE OF INSTALLATION		
<input type="checkbox"/> PROFESSIONAL ELECTRICAL ENGINEER	<input type="checkbox"/> REGISTERED ELECTRICAL ENGINEER	<input type="checkbox"/> REGISTERED MASTER ELECTRICIAN (Not exceeding 600 volts & 600 KVA)
NAME		PRC REG. NO.
SIGNATURE		VALIDITY
ADDRESS		
PTR NO.	DATE ISSUED	PLACE ISSUED
CTC NO.	DATE ISSUED	TIN

ELECTRICAL CONTRACTOR (200-AMPERE MAIN AND ABOVE)		
NAME	PCAB LIC. NO. VALIDITY	(SPECIFICALLY - ELECTRICAL)
ADDRESS	TEL./FAX NO.	

TYPE OF INSTALLATION	<input type="checkbox"/> TEMPORARY	<input type="checkbox"/> NEW	<input type="checkbox"/> REMODEL/ALTERATION
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TYPE OF WIRING	<input type="checkbox"/> OPEN WIRING	<input type="checkbox"/> CONDUITS	<input type="checkbox"/> CABLE	<input type="checkbox"/> ARMORED CABLE	<input type="checkbox"/> RACEWAYS
<input type="checkbox"/> OTHERS	_____				

INSPECTED BY :

APPROVED BY :

NOTED BY :

**ENGR. CIRINIA GRACE L. CATUBIG**

Officer-In-Charge  
(signature Over Printed Name)

**ELECTRICAL INSPECTOR**  
(signature Over Printed Name)

**CHIEF, ELECTRICAL SECTION**  
(signature Over Printed Name)

PRC REG. NO. VALIDITY \_\_\_\_\_

PRC REG. NO. VALIDITY \_\_\_\_\_

AMOUNT PAID P \_\_\_\_\_

O.R. NO. \_\_\_\_\_

DATE \_\_\_\_\_

# APPLICATION LETTER

Date : \_\_\_\_\_

**ENGR. CIRINIA GRACE L. CATUBIG**  
Officer-In-Charge  
Davao City

Sir/Maam:

I \_\_\_\_\_  
(First Name) (Middle Name) (Family Name)

would like to apply for \_\_\_\_\_ for my \_\_\_\_\_

located at \_\_\_\_\_  
(Complete Address)

I also authorize \_\_\_\_\_ to  
(Authorized Representative of the Company)

transact the application with your Office in my behalf.

I/We hereby certify that the documents submitted herein are all true and correct, therefore falsification on the supporting document in any way will cause disapproval of the permit application without prejudice to further action that may be undertaken pursuant to Articles 171 & 172 of R.A. 3815, otherwise known as the Revised Penal Code of the Philippines.

\_\_\_\_\_  
(Signature over Printed Name of Owner)

\_\_\_\_\_  
(Signature over Printed Name of Authorized Representative)

Address: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Number: \_\_\_\_\_

Contact Number: \_\_\_\_\_

Republic of the Philippines  
City Municipality \_\_\_\_\_  
Province of \_\_\_\_\_

**OFFICE OF THE BUILDING OFFICIAL**

TO : **CITY/MUNICIPAL FIRE MARSHALL**  
Bureau of Fire Protection, DILG

SUBJECT : **COMPLETION OF CONSTRUCTION**

Pursuant to the provision of Section 309.2 of the Revised Implementing Rules and Regulations of PD 1096, please conduct a final inspection of the building owned by \_\_\_\_\_ located at \_\_\_\_\_ for fire safety and control requirements.

" A notification to conduct final inspection shall be endorse by the Office of the Building Official to the City/Municipality fire Marchall (C/MFM), Bureau of fire Protection (BFP), who shall issue a fire safety inspection Certificate within five (5) working days if the fire safety requirement shall have been complied. if after the prescribed period no action taken by the C/MFM, the Building Official may issue the Certificate of Occupancy with the condition that the fire Safety requirements shall be complied with, within the prescribed period set forth in the Fire Code of the Philippines (PD 9514)".

**ENGR. CIRINIA GRACE L. CATUBIG**  
Officer-In-Charge

Date referred to C/MFM : \_\_\_\_\_  
Date referred by C/MFM : \_\_\_\_\_  
Date returned to Building Official : \_\_\_\_\_  
Date returned by Building Official : \_\_\_\_\_

REPUBLIC OF THE PHILIPPINES  
OFFICE OF THE BUILDING OFFICIAL  
DAVAO CITY

**CERTIFICATE OF COMPLETION**

This certifies that the Sanitary/Plumbing installation of the \_\_\_\_\_  
building of \_\_\_\_\_ covered by Building Permit No. \_\_\_\_\_ has been  
completed in accordance with approved plans and specifications and provisions of the National  
Building Code (P.D. 1096)

That the actual cost of installation is \_\_\_\_\_  
That the installation is ready for final inspection for the issuance for final inspection.

Done on this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_ .

INSTALLATION IS UNDER CONTRACT:

\_\_\_\_\_  
San.Engr./Master Plumber  
Signed and Sealed Plan

\_\_\_\_\_  
San.Engr./Master Plumber  
In-charge of Construction

\_\_\_\_\_  
Contractor (if Contract)

\_\_\_\_\_  
Owner/Applicant

LIC \_\_\_\_\_ TAN NO. \_\_\_\_\_ Date submitted \_\_\_\_\_

\_\_\_\_\_  
Date

**CERTIFICATE OF FINAL INSPECTION**

\_\_\_\_\_  
Name of Applicant

\_\_\_\_\_  
Building Permit Number

\_\_\_\_\_  
Location of Construction

\_\_\_\_\_  
Date of Construction

\_\_\_\_\_  
Date of Completion

\_\_\_\_\_  
Use/Type of Construction

\_\_\_\_\_  
Cost of Built

\_\_\_\_\_  
Rainwater Catchment System Volume

The plumbing installation of the above described building has been found out to be order and  
therefore the Certificate of Occupancy is hereby recommended for approval.

\_\_\_\_\_  
Chief, Sanitary/Plumbing Section

# CERTIFICATE OF COMPLETION

THE BUILDING OFFICIAL

AREA CODE NO. \_\_\_\_\_

THIS IS TO CERTIFY THAT THE CONSTRUCTION OF THE BUILDING COVERED BY THE BUILDING PERMIT NO. \_\_\_\_\_ ISSUED ON \_\_\_\_\_ HAS BEEN COMPLETED IN ACCORDANCE WITH THE APPROVED PLANS AND SPECIFICATIONS ON FILE WITH THE OFFICE OF THE BUILDING OFFICIAL AND THE "NATIONAL BUILDING CODE" (P.D. 1096)

THAT THE SAID BUILDING AND/OR STRUCTURE IS READY FOR FINAL INSPECTION FOR THE ISSUANCE OF THE "CERTIFICATE OF OCCUPANCY".

NAME OF OWNER \_\_\_\_\_  
(LAST NAME) (GIVEN NAME) (MIDDLE NAME)

ADDRESS OF OWNER \_\_\_\_\_

LOCATION OF CONSTRUCTION \_\_\_\_\_

USE OR TYPE OF OCCUPATION \_\_\_\_\_

DATE OF START OF CONSTRUCTION: \_\_\_\_\_

DATE OF COMPLETION: PROPOSED \_\_\_\_\_ ACTUAL \_\_\_\_\_

EXPECTED \_\_\_\_\_ ACTUAL \_\_\_\_\_

TOTAL FLOOR AREA (sq. meters) ESTIMATED \_\_\_\_\_ ACTUAL \_\_\_\_\_

NO. OF STOREYS \_\_\_\_\_ ACTUAL HEIGHT \_\_\_\_\_

ESTIMATED COST P \_\_\_\_\_

ACTUAL COST P \_\_\_\_\_ (For statistical purposes only)

a. MATERIALS (TOTAL COST) P \_\_\_\_\_

1. CEMENT (bags) \_\_\_\_\_

2. LUMBER (cubic meter) \_\_\_\_\_

3. REINFORCING BARS (kg.) \_\_\_\_\_

4. NO. OF G.I. SHEETS \_\_\_\_\_

5. PRE-FAB STRUCTURAL STEEL (kg) \_\_\_\_\_

b. DIRRECT LABOR (TOTAL COST) P \_\_\_\_\_

This include compensation whether by salary or contract for project Architect/Engineers down to laborers.

c. RENTAL EQUIPMENT (IF ANY) \_\_\_\_\_

D. OTHER COST P \_\_\_\_\_

THIS INCLUDES PROFESSIONAL SERVICES FEES, PERMITS AND OTHER FEES,  
IF CONSTRUCTION IS UNDERTAKEN BY CONTRACT.

\_\_\_\_\_  
 ARCHITECT/CIVIL ENGINEER  
 (IN-CHARGE OF CONSTRUCTION)

\_\_\_\_\_  
 CONTRACTOR

CONFORME:

\_\_\_\_\_  
 OWNER/APPLICANT

PRC REG. NO. \_\_\_\_\_ CLASS \_\_\_\_\_

TIN \_\_\_\_\_ RES. CERT. \_\_\_\_\_

ADDRESS \_\_\_\_\_

Republic of the Philippines  
**OFFICE OF THE BUILDING OFFICIAL**  
City of Davao

Date: \_\_\_\_\_

**The Resident Manager**

Davao Light & Power Company  
Davao City

Sir/Maam:

Pursuant to the provision of PD 1096 otherwise known as the National Building Code of the Philippines and its Ancillary, the Electrical Code of the Philippines, you are hereby authorized to supply kilowatt-hour meter and service connection/s to Mr./Mrs.

\_\_\_\_\_  
(Given Name)

\_\_\_\_\_  
(Middle Name)

\_\_\_\_\_  
(Family Name)

a resident of \_\_\_\_\_

after they had been issued Building and Electrical Permit, as well as its Certificate of Final Inspection and Occupancy of his/her building located at,

\_\_\_\_\_  
(House /Bldg./Purok No.)

\_\_\_\_\_  
(Street Name)

\_\_\_\_\_  
(Barangay)

this City, his/her Electrical Installation is found to be in accordance with the Electrical Code of the Philippines and its Implementing Rules and Regulations.

Your favorable action on this matter is highly appreciated.

LONGITUDE : \_\_\_\_\_

LATITUDE : \_\_\_\_\_

Very truly yours,

**ENGR. CIRINIA GRACE L. CATUBIG**

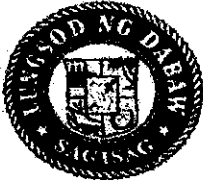
Officer -In-Charge

Alpha Numeric : \_\_\_\_\_

Date issued : \_\_\_\_\_

CEI : \_\_\_\_\_





Republic of the Philippines  
**OFFICE OF THE BUILDING OFFICIAL**  
 City of Davao  
 (ELECTRICAL DIVISION)



**REQUEST FOR INSPECTION**

DATE : \_\_\_\_\_

NAME OF APPLICANT : \_\_\_\_\_

ADDRESS : \_\_\_\_\_

LOCATION OF INSTALLATION: \_\_\_\_\_

**TOTAL NUMBER OF OUTLETS AND EQUIPMENT INSTALLED**

LIGHTS: \_\_\_\_\_ SWITCHES: \_\_\_\_\_ CONVINIENCE OUTLET: \_\_\_\_\_ MAIN SWITCH: \_\_\_\_\_

BELL SYSTEM: \_\_\_\_\_ ELECTRIC RANGE: \_\_\_\_\_ K.W.: \_\_\_\_\_ WATER HEATER: \_\_\_\_\_ K.W.: \_\_\_\_\_

AIRCONDITIONING SYSTEM: \_\_\_\_\_ H.P.: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_ MOTORS: \_\_\_\_\_ H.P.: \_\_\_\_\_

OTHERS (SPECIFY): \_\_\_\_\_

NATURE OF WORKS: \_\_\_\_\_

\_\_\_\_\_  
 P.E.E/R.E.E/R.M.E.

\_\_\_\_\_  
 OWNER/APPLICANT SIGNATURE

PRC REG.# \_\_\_\_\_

P.T.R.# \_\_\_\_\_

RES.CERT.# \_\_\_\_\_

ISSUED AT: \_\_\_\_\_

DATE ISSUED: \_\_\_\_\_

T.I.N.# \_\_\_\_\_

LOCATION/SKETCH:

**INSPECTION REPORT**

REMARKS: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_  
 INSPECTOR

DATE : \_\_\_\_\_

TIME : \_\_\_\_\_

REPUBLIC OF THE PHILIPPINES  
**DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS**  
 OFFICE OF THE CITY BUILDING OFFICIAL  
 Davao City

**CERTIFICATE OF COMPLETION**  
*( Electronics Works )*



The Building Official :

This is to certify that the electronics installation/works of the building covered by the electronics Permit No. \_\_\_\_\_ issued on \_\_\_\_\_ has been completed in accordance with the approved plans and specifications on file with the Office of Building Official and the 'National Building Code' (PD 1096). That the said installation/works is ready for final inspection.

Name of Owner : \_\_\_\_\_  
 Project Title : \_\_\_\_\_  
 Address of Owner : \_\_\_\_\_  
 Location of Construction : \_\_\_\_\_  
 Use/Type of Occupancy : \_\_\_\_\_  
 Date start of Construction : \_\_\_\_\_ Date of Actual Completion : \_\_\_\_\_  
 Total Number of Outlets and Equipment Installed  
 Detectors : \_\_\_\_\_ Servers : \_\_\_\_\_ PC's : \_\_\_\_\_ Tel. Outlets : \_\_\_\_\_  
 DDC's : \_\_\_\_\_ Speakers : \_\_\_\_\_ Access Controls : \_\_\_\_\_ CCTV Cam : \_\_\_\_\_  
 CCTV DVR : \_\_\_\_\_ Audio-Visual Systems : \_\_\_\_\_ Digital Signages : \_\_\_\_\_ Data Outlet : \_\_\_\_\_  
 Video Port : \_\_\_\_\_ Router/Switches : \_\_\_\_\_ Antenna/Tower : \_\_\_\_\_ Video Port : \_\_\_\_\_  
 Others (Specify) \_\_\_\_\_

Signing Engineers must seal this Certification  
 In-Charge of the construction:

Designer (must be Prof. Electronics Engr.)  
 the same PECE who signed the electronics permit application

\_\_\_\_\_  
 Signature over printed Name of PECE

\_\_\_\_\_  
 Signature over printed Name of PECE

PTR No. \_\_\_\_\_  
 Date Issued. \_\_\_\_\_  
 PRC Reg. No. \_\_\_\_\_  
 Date Issued. \_\_\_\_\_  
 T.I.N. \_\_\_\_\_  
 PTR No. \_\_\_\_\_  
 Address. \_\_\_\_\_

PTR No. \_\_\_\_\_  
 Date Issued. \_\_\_\_\_  
 PRC Reg. No. \_\_\_\_\_  
 Date Issued. \_\_\_\_\_  
 T.I.N. \_\_\_\_\_  
 PTR No. \_\_\_\_\_  
 Address. \_\_\_\_\_

CONFORME :

Inspected by:

\_\_\_\_\_  
 (Signature over Printed Name of Owner/Applicant)

\_\_\_\_\_  
 (Signature over Printed Name)

Approved by:

**ENGR. CIRINIA GRACE L. CATUBIG**  
 Officer-In-Charge

*please attach xerox copy of PRC ID and PTR of signing Engineer.*

Republic of the Philippines

City/Municipality of \_\_\_\_\_

Province of \_\_\_\_\_

**OFFICE OF THE BUILDING OFFICIAL  
APPLICATION FOR CERTIFICATE OF OCCUPANCY**

FULL

PARTIAL

Building Permit, No: \_\_\_\_\_

Date Issued: \_\_\_\_\_

\_\_\_\_\_  
(DATE)

Name of Owner/Applicant: \_\_\_\_\_

Address of Owner/Applicant: \_\_\_\_\_ ZIP Code: \_\_\_\_\_

\_\_\_\_\_  
Tel.No: \_\_\_\_\_

**Requirement Submitted:**

- As-Built Plans and Specifications, duly signed and sealed by respective professional discipline
- Daily Construction Works Logbook
- Certificate of Completion, duly notarized

Others: (Specify) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name of Project: \_\_\_\_\_

Location: \_\_\_\_\_

(lot No.)

(Blk No.)

(Street)

(Barangay)

(City/Municipality)

Use/Character of Occupancy: \_\_\_\_\_

No. of Storeys: \_\_\_\_\_

No. of Units: \_\_\_\_\_

Total Floor Area (Square Meters): \_\_\_\_\_

Date of Completion: \_\_\_\_\_

**Submitted by:**

\_\_\_\_\_  
**OWNER /APPLICANT**

(Signature Over Printed Name)

Community Tax Certificate No. \_\_\_\_\_

Date Issued: \_\_\_\_\_

Place Issued: \_\_\_\_\_