

## **CHECKLIST OF REQUIREMENTS FOR REGISTRATION OF WATER PURIFICATION DEVICES/SYSTEM**

### **A. FOR INITIAL APPLICATION**

1. Dully accomplished application form
2. Copy of DTI Certificate of Registration/SEC Articles of Incorporation
3. Copy of Mayor's Permit
4. Copy of Operation Manual
5. Layout of devices
6. List of raw materials used as components of the water purification device/system
7. Label/labelling/product insert of manufacturer's performance claim
8. For special claims, data from scientific research and laboratory analysis supporting and proving the claims of the manufacturer of the product
9. Vicinity map of office

### **B. FOR RENEWAL APPLICATION**

1. Duly accomplished application form
2. Affidavit of Continuous Compliance
3. Test reports from laboratories accredited by the DOH
4. Copy of old Certificate of Health Related Device Registration

#### **NOTE:**

- *Submit an electronic/scanned copy (in PDF searchable format of at least 150 dpi)*
- *The soft copy should be arranged according to the checklist of requirements. The file name should consist of the name of the requirement. The electronic copy should be contained either in one single continuous file per requirement or single continuous file for all requirements.*
- *Bring hard copy of the assessment slip*