

30 April 2013

FDA MEMORANDUM CIRCULAR

No. 2013-015


**SUBJECT: GUIDELINES FOR BANK PAYMENT OF ELECTRONIC
COSMETIC PRODUCT NOTIFICATION (E-NOTIFICATION)**

In the interest of service, Online Collection (OnColl) Facility provided by Landbank of the Philippines (LBP) for Electronic Cosmetic Product Notification (E-Notification) shall be implemented effective 16 May 2013.

Procedure:

- 1) Proceed to any LBP branch for payment;
 - a. Fill-out an OnColl Payment Slip (see Annex A)
 - b. Present the OnColl Payment Slip to LBP tellers together with the printed (E-Notification) assessment form and the corresponding cash/ check payment.
 - c. Bank service fee of forty pesos (Php 40.00) for every payment transaction made shall be shouldered by the industry.
 - d. A validated OnColl Payment Slip and assessment form will be returned by the teller as proof of payment in lieu of the issuance of an Official Receipt.
- 2) Send a scanned copy of validated OnColl Payment Slip thru accounting@fda.gov.ph email account.
- 3) In case of dishonored check payment, automatic disapproval of notification application shall be applied, hence, check payment for succeeding applications will not be accepted.

This order shall take effect immediately.


KENNETH Y. HARTIGAN-GO, MD
Acting Director IV

