



2. ISSUANCE OF CERTIFICATE OF SAFETY EVALUATION (CSE)

Center/Office/Division	Center for Device Regulation, Radiation Health and Research- Radiation Regulation Division
Classification	Highly Technical
Type of Transaction	G2B- Government-to-Business
Who May Avail	All Telecommunication Companies, RADAR, AM/FM Broadcast Station, TV Station, Radiofrequency Radiation (RFR) facilities, Contractors and Subcontractors of telecommunications companies/ service providers
Fees to be Paid	PHP 900/ Transmitter

CHECKLIST OF REQUIREMENTS	WHERE TO SECURE
1. Conceptual/ Elevation drawing (Outdoor Antennas)	Licensed Engineer of Telecommunications Companies /Service providers /Contractors/Subcontractors
2. Floor Plan (Indoor Antennas)	Licensed Engineer of Telecommunications Companies /Service providers /Contractors/Subcontractors
3. NTC Permit (RADAR, AM/FM Broadcast Station, TV Station)	National Telecommunications Commission (NTC)
4. Brochure/ Literature of the Antenna (RADAR)	Supplier/ Manufacturer of Antenna

CLIENT STEPS	AGENCY ACTION	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Encode required fields in the on-line application and upload the documentary requirements.	-		-	Applicant



	1. Pre-assessment of the on-line applications and attached documents. *If complete, order of payment will be generated. **If not, a system generated notification will be sent to the facility stating that the application is hereby denied.		-	CDRRHR-RRD Assessor
2. Download, print order of payment, pay the corresponding fee at the FDA recognized payment centers.			-	Applicant
	2. Validation and posting of payment.	Php 900.00/ Transmitter	-	FDA Cashier
	3. Reviews/ recommends the draft CSE/LOD to the Center Director for final approval/ disapproval.		12 working days	CDRRHR-RRD Division Chief
	4. Approves/ disapproves CSE/LOD. *If approved, client will receive a system generated CSE in their email account. **If not, client will receive a disapproval letter in their email account.		8 working days	CDRRHR Director
3. Download and print the issued CSE/LOD.			-	Applicant
	TOTAL:	Php 900.00/ Transmitter	20 working days	