



5. MAJOR AND MINOR VARIATION OF LTO/CERTIFICATE OF FACILITY REGISTRATION

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	<p>Medical X-ray Facilities such as Bone Densitometry (DEXA)</p> <p>Non-Medical X-ray Facilities such as Anti-Crime- Security and Baggage Inspection System Industrial X-ray Facilities such as Closed-type industrial radiography Dental X-ray Facilities such as Periapical, General Radiography/Fluoroscopy, Mammography, Interventional Radiography, Computed Tomography and Therapeutic X-ray facility Utilizing Linear Accelerator.</p> <p>Non-Medical X-ray Facilities such as Anti-Crime & Linear Accelerator for Anti-Crime Applications Industrial X-ray Facilities such as Open-type Industrial Radiography, Linear Accelerator for Industrial Application, Computed Tomography for Industrial Application, Non-destructive Testing.</p> <p>Dental X-ray Facilities such as Panoramic/Cephalometric, CBCT, Veterinary X-ray Facilities</p>
Fees to be Paid	Refer to table below

mA RANGE	INITIAL (3 years)	RENEWAL (5 years)	Renewal of Expired Authorization				
			1 st Month	2 nd Month	3 rd Month	4 th Month	> 4 months
100 and below	2430.00	2050.00	6250.00	6450.00	6650.00	6850.00	7230.00
101 up to 300	3333.00	2800.00	8575.00	8575.00	9125.00	9400.00	9933.00
301 up to 500	4242.00	3550.00	10900.00	11250.00	11600.00	11950.00	12642.00
501 up to 700	5151.00	4300.00	13225.00	13650.00	14075.00	14500.00	15351.00
greater than 700	6060.00	5050.00	15550.00	16050.00	16550.00	17050.00	18060.00



Major Variation	
CHECKLIST OF REQUIREMENTS	WHERE TO SECURE
1. Physical transfer of the radiation facility <ul style="list-style-type: none"> • Updated DTI/SEC registration and Mayor's Permit (reflecting the new address of the radiation facility) 	Mayor's office from the municipality where the facility is located/ Department of Trade and Industry/ Securities and Exchange Commission
2. Change of location of the machine within the facility <ul style="list-style-type: none"> • Notarized letter request stating the changes of location of the machine from one room to another. 	Applicant
3. Change of machine or inclusion of additional machine/s <ul style="list-style-type: none"> • Notarized letter request stating the changes of the machine and/or inclusion of additional machine. 	Applicant
<p>Note: *For authorization with more than three years validity, initial fee for the first three years plus renewal fee for the remaining years shall apply for a particular machine and may be subject to inspection as deemed necessary. **For authorization with less than three years validity, initial fee per year shall apply for a particular machine and may be subject to inspection as deemed necessary.</p>	

Minor Variation	
CHECKLIST OF REQUIREMENTS	WHERE TO SECURE
1. Change of Business Name of the Radiation Facility <ul style="list-style-type: none"> • Updated DTI/SEC registration/Mayor's Permit 	Mayor's office from the municipality where the facility is located/ Department of Trade and Industry/ Securities and Exchange Commission
2. Change of Management or Ownership <ul style="list-style-type: none"> • Deed of Sale/Transfer/Donation; and • DTI/SEC registration under the name of the new owner/management 	Applicant Mayor's office from the municipality where the facility is located/ Department of Trade and Industry/ Securities and Exchange Commission



<p>3. Change of Authorized Personnel</p> <ul style="list-style-type: none"> • Proof of subscription to personal dose monitor (TLD or OSL) from authorized personal dosimetry service provider where applicable; • Proof of qualification of the new personnel as required in the application form checklist of requirements; and • Notarized contract of employment of the new personnel. 	<p>DTI-PAB Accredited Personal Dosimetry Service Providers Applicant Applicant</p>
<p>4. Removal of Machine</p> <ul style="list-style-type: none"> • Notarized letter of request stating the reason/s for the removal of the machine 	<p>Applicant</p>
<p>5. Change in the radiation facility service category</p> <ul style="list-style-type: none"> • Notarized letter of request stating the change in the radiation facility service category • For upgrading of facility service category, floor plan is required as proof that the x-ray room specifications are met 	<p>Applicant</p>
<p>6. Correction of Details in the LTO</p> <ul style="list-style-type: none"> • Proof of correct details (i.e. photos of the stickers of the control console and x-ray tube indicating the serial numbers, installation report, preventive maintenance report, supporting documents etc.) 	<p>Applicant</p>