

Republic of the Philippines
Department of Agriculture
FIBER INDUSTRY DEVELOPMENT AUTHORITY
Quezon City

Control No. : _____
Date Applied : _____
Date Released : _____
License Expires on : _____

APPLICATION FOR GRADING/BALING ESTABLISHMENT (GBE) LICENSE
(Original)

The Administrator
FIDA, Quezon City

Thru: The Fiber Regional Director
Region _____

Madam:

I have the honor to apply for a **Grading/Baling Establishment (GBE) License** pursuant to PD 652 in relation to Executive Order Nos. 709 and 116, and in accordance with the provisions of FIDA Revised Administrative Order No. 1:

1. Name of Establishment : _____
Address : _____ Tel. No. _____ Fax No. _____ E-mail _____
Metro. Mla. (if any) : _____ Tel. No. _____ Fax No. _____ E-mail _____
2. That I, _____, _____ (Nationality)
residing at _____ with TIN : _____
represent the above establishment as _____ (Pres./Mgr./Prop.);
3. That the form of my business is a (Pls. check) : sole proprietorship partnership
 corporation cooperative operating under PD 175 and LOI No. 23;
4. That I intend to use _____ as my registered mark;
5. That I will be exporting _____ (kinds) fiber/s to _____ (country);
6. That I have _____ (number) employed licensed classifier (s);
7. That I am submitting the following document/s to support my application:
 Company Profile with Complete List of Officers Certificate of Registration from SEC
(for corporation/partnership)
 Tax Clearance/Mayor's Permit Certificate of Registration from BTRCP
(for sole proprietorship)
 Certificate of Registration by the Cooperative
Development Authority (CDA), for Cooperative.
8. That I am submitting together with this application the list of my suppliers and Report of Operation for the preceding year;
9. That I shall allow FIDA authorized representative to have free access to my establishment;
10. That I shall not allow any other person to operate and/or use the grading/baling establishment and its facilities without written authority from the Administrator;
11. That I shall submit statistical information/data as required by FIDA for fiber monitoring purposes only;

- 12 That I have _____ (number) employee/s of whom _____ (number) is/are male/s and _____ (number) is/are female/s with an average of _____ (number) dependent/s per employee;
- 13. That I and my personnel shall at all times comply with the requirements pursuant to the provisions of FIDA Revised Administrative Order No. 1.

I hereby certify under the penalty of law to the veracity of the above statements and that this application was prepared by me or my authorized representative under my personal direction.

Printed Name and Signature of Applicant

REPUBLIC OF THE PHILIPPINES)
Province of _____) S.S.
Municipality of _____)

SUBSCRIBED AND SWORN to before me on this _____ day of _____ 200__ affiant exhibiting to me his/her Community Tax Certificate No. _____ issued at _____ on _____ 200__.

Notary Public
Until December 200__

Doc. No. _____
Book No. _____
Page No. _____
Series of _____

CERTIFICATION
(To be filled out by Licensing Personnel)

I hereby certify that the application of _____ for Grading/Baling Establishment (GBE) license has been reviewed/verified by me and that all the requirements are duly complied with.

Application fee of _____ (P_____) and license fee of _____ (P_____) for a total of _____ (P_____) was paid under OR No. _____ dated _____.

Remarks: _____ .

Attested by:

Verified by:

Fiber Regional Director

Printed Name and Signature

Designation

Republic of the Philippines
Department of Agriculture
FIBER INDUSTRY DEVELOPMENT AUTHORITY
Quezon City
Region _____

Date of Inspection

**REPORT ON INSPECTION/EVALUATION OF FACILITIES/PREMISES
(FOR GBE, CLASS A TRADER & TRADER-EXPORTER ONLY)**

1. Name of Establishment _____
2. Address: _____ IS/Reg. Mark: _____ Class: _____
3. Location of warehouse/premises & facilities: _____

Facilities/Premises:	<u>Rating</u>	<u>Standard Rating</u>
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- | | | |
|--|-------|------|
| a. With partition to segregate fiber in case other commodities are stored in the same bodega | _____ | 30% |
| b. With clean storage and adequate classification area | _____ | 20% |
| c. With adequate lighting facilities | _____ | 20% |
| d. With hanging poles/other similar facilities for drying | _____ | 10% |
| e. With restriction signs, such as "no smoking"
"no plastic allowed", etc. | _____ | 10% |
| f. Weighing Device: (if defective – 0%) | _____ | 10% |
| | | 100% |

4. Number of licensed classifiers employed by the applicant: _____;
5. Floor area of warehouse: _____ sq. m.; adequate ; inadequate (Pls. check)
6. Kind of pressing machine: ordinary high density ;
7. With cloth tag without cloth tag ;
8. With locker without locker for government stamps & other facilities for FIDA employee assigned thereat;
9. FIDA Signboard : Complied ; Not Complied ; New license (To be complied within 60 days)
10. Price Bulletin : Complied Not complied ;

I/We hereby certify that the foregoing inspection report was based on the actual inspection conducted by undersigned FIDA representative on the facilities/premises of the above establishment/licensee.

Remarks/Recommendations: _____

Conforme: _____ Re-inspected/Re-evaluated by : _____
Operator/Manager Print Name and Signature

Designation

Note:

Establishments with rating below 75% in facilities/premises shall not be issued licenses