

MECHANICAL PERMIT REQUIREMENTS

1. 5 Sets Mechanical Plan
(Must be signed & sealed by PME and signed by the owner)
 2. 3 Copies Mechanical Permit Form
(Must be signed & sealed by PME and signed by the owner)
 3. Original copy of valid PRC ID & current PTR
(Must be signed & sealed)
 4. Photocopy of Contractor's Tax
 5. Cost Estimate / Bill of Materials
- I. The minimum size of the Mechanical Plan shall be 508mm x 762mm (20" x 30") in 5 blue/white prints. All plans shall contain the following:
- a. Air-condition, refrigeration, Ice-making, freezer, chiller detailed plan with complete details, equipment schedule, and heat load computation.
 - b. Ventilation: Fans and blowers with complete details and equipment schedule.
 - c. Ductwork installations indicating duct sizes, dampers, control, filters, fire proofing, acoustic and thermal insulation, and capacities.
 - d. Piping system showing: Assembly of pipes on racks and supports, terminal to terminal valves, fittings, sizes, and color coding.
 - e. Automatic Fire Protection Systems shall include riser diagrams, tapping points, locations of inspector tests and drain sites, as well as hydraulic calculations, design computation. Sprinkler, Fire Extinguisher, Fire Hose Cabinet
 - f. LPGas pipe and Kitchen fire suppression system, schedule and specifications.
- II. For restaurant, gasoline station, others with use of gas & LPG must submit the ff:
- A. Affidavit of Undertaking (For the use of Liquefied Petroleum Gas & other Gas works)
(Must be notarized, and signed by the owner)

INCOMPLETE DOCUMENTS WILL NOT BE ACCEPTED

PERMIT TO OPERATE (PTO) REQUIREMENTS

1. Approved Mechanical Plan / As-Built Plan
 2. Mechanical Completion Form
 3. Photocopy of Approved Mechanical Permit
 4. Original copy of valid PRC ID & current PTR
(Must be signed & sealed)
- I. With ducting & ductworks installation for Ceiling Concealed and chiller type must submit Air-balancing schedule from the contractor.
(Must be signed & sealed by PME and signed by the owner)
- II. With gas works & LPG must submit original Leak Test Result and Certificate from the contractor.
(Must be signed & sealed by PME and signed by the owner)

INCOMPLETE DOCUMENTS WILL NOT BE ACCEPTED