

CHECKLIST OF REQUIREMENTS

CERTIFICATE OF ENDORSEMENT (COE) TO BOARD OF INVESTMENT (BOI)

Note: The project should be included in the DOE List of Committed Power Projects

1. Letter of Request addressed to EPIMB Director
2. Company Profile
3. SEC Registration for Partnership and/or Corporation
4. Latest General Information Sheet (GIS)
5. Articles of Incorporation & By-Laws/Partnership (all documents must be SEC certified machine copy/original copy)
6. DTI Registration for Sole Proprietorship
7. Project Background / Description including the following information:
 - a. Executive Summary of Feasibility Study;
 - b. Technical Description of the Project. (For Coal Power Plants, please indicate sources of coal and percentage of its sources.)
 - c. Total Investment Cost (Permits and Licenses, Land Acquisition, Civil Works, Machinery and Equipment and Other related initial costs (Annex B). For costs in foreign currency, indicate the conversion rate to Php)
8. Five (5) – Year Projected Financial Statements with and without ITH:
 - a. Income Statement
 - b. Balance Sheet
 - c. Statement of Cash Flows)
9. Power Supply Agreement of Energy Sales/Supply Agreement/ASPA (for Ancillary Service Provider) including all the amendments in the contract and assignment if applicable
10. Proof of Financial Closing, whichever is available
 - a. Notarized Certificate of Availability of funds indicating to finance 100% of the project cost through Internally Generated Funds to be signed by the President or Treasurer of the Company.
 - b. Notarized Certification indicating the Loan-Equity Ratio of the total project cost

- c. Notarized Memorandum of Agreement/Loan Term Agreement between the company and financier on the amount of Financial Assistance/loan to be provided

11. For Diesel Power Plants: (Certificates should bear original and not electronic signature)

- a. Certificate from Fuel supplier indicating compliance with the 2% biodiesel blend
- b. Fuel Supply Agreement