



CITY GOVERNMENT OF SURIGAO

Office of the City Building Official

City Hall, Rizal Street, Surigao City, Surigao del Norte

(086) 826 8120 cmo@surigaocity.gov.ph



DOCUMENT CODE NUMBER			
FM-CGS-OCBO-012			
ISSUE STATUS	REV. NO.	EFFECTIVE DATE	PAGE NO.
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EXCAVATION AND GROUND PREPARATION PERMIT FORM

APPLICATION NO:	EGPP NO:
DATE APPLIED:	DATE ISSUED:
BUILDING PERMIT APP NO:	

BOX 1 (TO BE ACCOMPLISHED BY THE OWNER / APPLICANT)

OWNER / APPLICANT	LAST NAME	FIRSTNAME	M.I	TIN
FOR CONSTRUCTION OWNED BY AN ENTERPRISE		FORM OF OWNERSHIP	USE OR CHARACTER OF OCCUPANCY () RES () COM () INS () IND	
ADDRESS: NO. STREET	BARANGAY	CITY	ZIP CODE	TEL NO/MOBILE NO
LOCATION OF PROPOSED EXCAVATION:			TCT NO.	
LOT NO.	BLK. NO.	STREET	BARANGAY	
SCOPE OF WORK (BUILDING PERMIT)				
<input type="checkbox"/> NEW CONSTRUCTION	<input type="checkbox"/> RENOVATION			
<input type="checkbox"/> ERECTION	<input type="checkbox"/> OTHERS (Specify) _____			
<input type="checkbox"/> ADDITION				
USE OR CHARACTER OF OCCUPANCY				
<input type="checkbox"/> GROUP A: RESIDENTIAL, DWELLINGS	<input type="checkbox"/> GROUP E: INDUSTRIAL			
<input type="checkbox"/> GROUP B: RESIDENTIAL, HOTEL, APARTMENT	<input type="checkbox"/> GROUP G: INDUSTRIAL STORAGE AND HAZARDOUS			
<input type="checkbox"/> GROUP C: EDUCATIONAL, RECREATIONAL	<input type="checkbox"/> GROUP H: RECREATIONAL ASSEMBLY OCCUPANT LOAD LESS THAN 1000			
<input type="checkbox"/> GROUP D: INSTITUTIONAL	<input type="checkbox"/> GROUP I: RECREATIONAL ASSEMBLY OCCUPANT LOAD 1000 OR MORE			
<input type="checkbox"/> GROUP F: BUSINESS AND MERCANTILE	<input type="checkbox"/> GROUP J: AGRICULTURAL, ACCESSORY			
<input type="checkbox"/> OTHERS (Specify): _____				

BOX 2

BOX 3

DESIGN PROFESSIONAL, PLANS AND SPECIFICATIONS		FULL-TIME INSPECTOR AND SUPERVISOR OF CONSTRUCTION WORKS	
APPLICANT			
_____ ARCHITECT OR CIVIL ENGINEER (Signed and Sealed Over Printed Name) Date: _____		_____ ARCHITECT OR CIVIL ENGINEER (Signed and Sealed Over Printed Name) Date: _____	
Address		Address	
PRC. NO.	Validity	PRC. NO.	Validity
PTR. NO.	Date Issued	PTR. NO.	Date Issued
Issued at	TIN	Issued at	TIN

BOX 4

BOX 5

BUILDING OWNER			WITH MY CONSENT: LOT OWNER		
_____ (Signature Over Printed Name) Date: _____			_____ (Signature Over Printed Name) Date: _____		
Address			Address		
CTC. NO.	Date Issued	Place Issued	C.T.C NO.	Date Issued	Place Issued

BOX 6 (TO BE ACCOMPLISHED BY THE DESIGN PROFESSIONAL)

<input type="checkbox"/> EXCAVATION AND FILLS	<input type="checkbox"/> PILE FOUNDATIONS
<input type="checkbox"/> FOUNDATION AND RETAINING WALLS	<input type="checkbox"/> GRADING & EARTHWORKS (including fills & embankment)
<input type="checkbox"/> OTHERS (Specify) _____	



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BOX 7 (EXCAVATION FEE) (TO BE ACCOMPLISHED BY THE PROCESSING AND EVALUATION DIVISION)

FEE PAID		OFFICIAL RECEIPT NO.	
DATE PAID		DATE ISSUED	

BOX 8 (EXCAVATION CASH BOND)

FEE PAID		OFFICIAL RECEIPT NO.	
DATE PAID		DATE ISSUED	

BOX 9 (TO BE ACCOMPLISHED BY THE BUILDING OFFICIAL) ACTION TAKEN:

PERMIT IS HEREBY ISSUED/GRANTED SUBJECT TO THE FOLLOWING CONDITIONS:

1. That under Article 1723 of the Civil Code of the Philippines, the engineer or architect who drew up the plans and specifications for a building/structure is liable for the damages if within fifteen (15) years from the completion of the building/structure, the same should collapse due to defect in the plans or specifications or defects in the ground. The engineer or architect who supervises the construction shall be solidarily liable with the contractor should the edifice collapse due to defect in the construction or the use of inferior materials;
2. That the proposed excavation and ground preparation of the project site shall be in conformity with the zoning ordinance and the provisions of the "National Building Code" (P.D. 1096), the National Structural Code of the Philippines and its Implementing Rules and Regulations.
 - a) That prior to commencement of the proposed projects and construction, an actual relocation survey shall be conducted by responsible licensed Geodetic Engineer;
 - b) That before commencing the excavation, the person making or causing the excavation to be made shall verify in writing the owner of adjoining building not less than ten (10) days before such excavation is to be made and show how the adjoining building should be protected;
 - c) That the owner of the building shall engage the services of a responsible licensed Architect or Civil Engineer to undertake the full-time inspection and supervision of the construction; and
 - d) That there shall be kept at the jobsite at all times a logbook of daily construction activities wherein the actual daily progress of construction including test conducted, weather condition and other pertinent data are to be recorded, same shall be made available for scrutiny and comments by the OBO representative during the conduct of his/her inspection pursuant to Section 207 of the National Building Code;
3. All public facilities and utilities such as streets, sidewalks, curbs, gutters, electric posts, power and communications lines, water, sewer and drainage lines, and the like shall be properly protected against any damage and obstruction. Any facility and/or utility damaged shall be properly repaired and restored to its original condition by the owner/applicant subject to the approval of the Building Official and the proper authorities concerned;
4. The owner and contractor shall be jointly responsible for the safety, protection, security, and convenience of the general public, his/her personnel, third parties, the works, equipment and the like. All wastes or discarded materials from the project shall be properly stored and disposed of. Water wastes shall be discharged directly into drainage lines. Pertinent provisions of the National Building Code (P.D. 1096) shall be complied with;
5. That this permit does not guarantee the subsequent granting of the principal building permit under process and that the owner/applicant undertakes the work or project at his/her own risk;
6. That this permit shall not serve an exemption from securing permits/written clearances from various government authorities exercising regulatory function affecting buildings and other related structures;
7. For excavations more than fifty (50) cubic meters and more than two (2) meters in depth, the owner/permittee shall post a cash bond of fifty thousand pesos (P50,000.00) for the first fifty (50) cubic meters and three hundred pesos (P300.00) for every cubic meter thereafter to be deposited with the OBO. Said excavations shall not exceed one hundred (100) cubic meters or three (3) meters in depth until the building permit is issued and shall not be left open without any work being done in the site for more than one hundred twenty (120) days, otherwise, the cash bond shall be forfeited in the favor of the government to cover the expense for the necessary restoration, additional cost to be incurred to complete the restoration shall be charged to the account of the owner/permittee or to whoever shall assume ownership of the property; and
8. This permit may be considered or revoked pursuant to Section 305 and 306 of the National Building Code (P.D. 1096).

VERIFIED AS TO THE FOLLOWING REQUIREMENTS:

LAND USE AND ZONING

LINE AND GRADE

COURT, YARD, PARKING SPACE

BUILDING OFFICIAL
(Signature Over Printed Name)
Date: _____