

BASIS FOR COMPLIANCE FOR ELECTRICAL DESIGN ANALYSIS

MEMORANDUM ORDER No. 218 FROM THE OFFICE OF THE CITY MAYOR OF THIS CITY Series of 2015 – ELECTRICAL DESIGN ANALYSIS AND STRICT COMPLIANCE WITH THE PHILIPPINE ELECTRICAL CODE

RE : *Electrical Design Analysis and Strict Compliance with the Philippine Electrical Code*

In the interest of public service and in compliance with Section 1301 of the National Building Code (PD 1096), Republic Act 184 (Amended by RA 7920), the Electrical Engineering Law, and the Philippine Electrical Code (PEC) and as per letter of the Professional Regulatory Board of Electrical Engineering, you are all hereby directed to be stricter in approving Building and Construction Permits by requiring the submission of electrical plans that includes design analysis showing all the calculations of short circuits and voltage drop and other necessary data as a requisite for the issuance of the aforementioned permits.

Further, all existing buildings, factories and infrastructures with substantial electrical loads be subjected to inspections and that an updated design analysis and calculations be required to ensure that fire and life safety requirements are being complied with.

This will be strictly imposed to prevent incidents of fire.

For information, guidance and strict compliance.

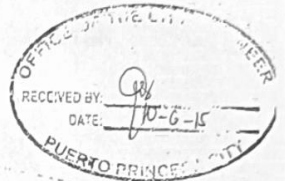

LUCILO R. BAYRON
City Mayor



Republic of the Philippines
OFFICE OF THE CITY MAYOR
City of Puerto Princesa

28 September 2015

File
MEMORANDUM ORDER NO. 218
Series of 2015



TO : **ENGR. ALBERTO P. JIMENEZ, JR.**
Acting City Engineer

: **ENGR. RICARDO B. LAGRADA**
Engineer IV/Building Official
Building and Public Safety and
Electrical Division

: **ALL ELECTRICAL ENGINEERS**
Office of the City Engineer

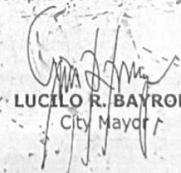
RE : *Electrical Design Analysis and Strict Compliance with the Philippine Electrical Code*

In the interest of public service and in compliance with Section 1301 of the National Building Code (PD 1096), Republic Act 184 (Amended by RA 7920), the Electrical Engineering Law, and the Philippine Electrical Code (PEC) and as per letter of the Professional Regulatory Board of Electrical Engineering, you are all hereby directed to be stricter in approving Building and Construction Permits by requiring the submission of electrical plans that includes design analysis showing all the calculations of short circuits and voltage drop and other necessary data as a requisite for the issuance of the aforementioned permits.


Further, all existing buildings, factories and infrastructures with substantial electrical loads be subjected to inspections and that an updated design analysis and calculations be required to ensure that fire and life safety requirements are being complied with.


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For information, guidance and strict compliance.


LUCILO R. BAYRON
City Mayor

OTHER BASIS FOR COMPLIANCE FOR ELECTRICAL DESIGN ANALYSIS


Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
DILG-NAPOLCOM Center, 808A corner Quezon Avenue, Quezon City
Telephone Number 925.11.48 • 925.88.88 • 925.03.32
www.dilg.gov.ph



OFFICE OF THE SECRETARY

February 17, 2016

MEMORANDUM CIRCULAR
NO. 2016-23

TO : ALL PROVINCIAL GOVERNORS, VICE GOVERNORS, CITY/MUNICIPAL MAYORS, VICE MAYORS, THE REGIONAL GOVERNOR OF THE AUTONOMOUS REGION IN MUSLIM MINDANAO, DILG REGIONAL DIRECTORS, AND OTHERS CONCERNED

SUBJECT : REITERATION OF CERTAIN PROVISION OF THE PHILIPPINE ELECTRICAL CODE RELATIVE TO THE ISSUANCE OF BUILDING AND CONSTRUCTION PERMITS

This Circular is in accordance with the Philippine Electrical Code, in furtherance of public safety and order in the country.

Article 1.3.2.1 (f) of the Philippine Electrical Code requires the inclusion of a design analysis on the drawings, or submission of the same on separate sheets, showing the calculation of short circuit currents and voltage drop among others, to quote:

(f) Design Analysis. Design analysis shall be included on the drawings or shall be submitted on separate sheets of standard size, and shall show:


- 1) Branch circuits, sub-feeders, feeders, busways, and service entrance;
- 2) Types, ratings, and trip settings of overload protective devices;
- 3) Calculation of short circuit current for determining the interrupting capacity of overcurrent protection device for residential, commercial, and industrial establishment; and
- 4) Calculation of voltage drops.


In compliance with the abovementioned provision of the Code, and to alleviate, if not totally prevent, fire incidents due to electrical overloads, faulty wirings and other electrical issues, all Local Chief Executives are strongly urged to be stricter in issuing Building and Construction Permits by requiring electrical plans that include design analysis to all applicants


for said permits, and to ensure that those with existing buildings, factories, and infrastructures have their respective updated design analysis and calculations.

All DILG Regional Directors and the ARMM Regional Governor are hereby directed to cause the widest dissemination of this Memorandum Circular to all local governments within their respective jurisdictions.

For guidance of all concerned.


MEL SENEN S. SARMIENTO
Secretary




Professional Regulation Commission
Manila
PROFESSIONAL REGULATORY BOARD OF ELECTRICAL ENGINEERING

24 August 2015

Honorable Lucilo R. Bayron
Mayor
Puerto Princesa, Palawan

THRU : Building Officials,
City Electrical Engineers
and Municipal Electrical Engineers

SUBJECT : Electrical Design Analysis
Philippine Electrical Code Compliance

SEP 22 2015

Dear Mayor Bayron:

Creetings!

This has reference to the concern raised by members of our profession electrical engineering relative to the rising fire incidents in various establishments electrical overloads, faulted wirings and other electrical issues.

Recent unfortunate events especially in public places and industrial plants electrical accidents which beg the question whether our current regulatory standards are adequate to attain an electrically safe environment has urged us to pursue the existing practice of the members of the profession. Undeniably, events put to actual test the effectivity and competence of our Electrical Engineering Advocacy.

Section 1301 of the National Building Code (PD 1096) states that:

"All electrical systems, equipment and installations mentioned in this Code shall conform to the provisions of the Philippine Electrical Code (PEC), as adopted by the Board of Electrical Engineering pursuant to Republic Act 186 (Amended by RA 7920), the Electrical Engineering Law".

While Article 1.3.2.1 (f) of the Philippine Electrical Code requires that a design analysis shall be included on the drawings or shall be submitted on separate sheets showing calculation of short circuit currents and voltage drop among others,

(f) Design Analysis. Design analysis shall be included on the drawings or shall be submitted on separate sheets of standard size, and shall show:

- 1) Branch circuits, sub-feeders, feeders, busways, and service entrance;
- 2) Types, ratings, and trip settings of overload protective devices;
- 3) Calculation of short circuit current for determining the interrupting capacity of overcurrent protection device for residential, commercial, and industrial establishment; and
- 4) Calculation of voltage drops.


In this wise, we would like to request assistance from your good office in reminding the local government units particularly the Local Building Officials, City and Municipal Electrical Engineers to be stricter in approving Building and Construction permits by requiring the submission of electrical plans that includes design analysis showing all the calculations of short circuits and voltage drop and other necessary data as a requisite for the issuance of the aforementioned permits.

Likewise, it is also strongly advised that existing buildings, factories and infrastructures with substantial electrical loads be subjected to inspections and that an updated design analysis and calculations be required to ensure that fire and life safety requirements are being complied with.

It is only for this that we can be assured that licensed and competent Electrical Engineers have prepared the electrical system plans and calculations in accordance with the Philippine Electrical Code.

We hope for your support on this matter. Thank you very much.

Sincerely yours,


FRANCIS V. MAPILE
OIC Chairman
Board of Electrical Engineering
Professional Regulation Commission

Page 2 of 2

DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT

PROFESSIONAL REGULATION COMMISSION

III. Valid PRC ID and current PTR of all involved professionals with dry seal and specimen signatures. (4 photocopy)

OFFICIAL RECEIPT

Republic of the Philippines
OFFICE OF THE CITY TREASURER
 City of Puerto Princesa

Accountable Form No. _____
 Revised January 2004

No. **1502501**
 O.R1502501

Date: January 04, 2021
 Time: 09:12:09 AM

Payor: _____

NATURE OF COLLECTION		ACCT NO.	FUND	AMOUNT
PARTICULARS				
PROFESSIONAL TAX (PTR) (ELECTRICAL ENGINEER REG#0003460)		564	GENERAL	300.00

Remarks: _____

Amount in words: **THREE HUNDRED PESOS ONLY**

Received: ☒ CASH ☐ Check ☐ Treasury Warrant ☐ Money Order

Bank: _____
 Check No. _____
 Date Issued: _____

Received the amount of _____
IVY D. VIJIGA
 REVENUE COLLECTION CLERK II
 Collecting Officer

MARIA CORAZON A. ABAYARI
 City Treasurer

TOTAL **300.00**

Note: Write the number and date of this receipt at the back of treasury warrant, check or money order.

Republic of the Philippines
PROFESSIONAL REGULATION COMMISSION
 PROFESSIONAL IDENTIFICATION CARD

LAST NAME: _____
 FIRST NAME: _____
 MIDDLE NAME: _____
 REGISTRATION NO.: _____
 REGISTRATION DATE: _____
 VALID UNTIL: _____

PROFESSIONAL ELECTRICAL ENGINEER

19-2737918

Professional Regulation Commission
 www.prc.gov.ph

CERTIFICATION

This is to certify that the person whose name, photograph, and signature appear herein is a duly registered professional, legally authorized to practice his/her profession with all the rights and privileges appurtenant thereto.

This is to certify further that he/she is a professional in good standing and that his/her certificate of registration/professional license has not been suspended, revoked or withdrawn.

Signature of Professional: _____
TEOFILO S. PILANDO, JR.
 Chairman

PRC ID

Republic of the Philippines
PROFESSIONAL REGULATION COMMISSION
 PROFESSIONAL IDENTIFICATION CARD

LAST NAME: _____
 FIRST NAME: _____
 MIDDLE NAME: _____
 REGISTRATION NO.: _____
 REGISTRATION DATE: _____
 VALID UNTIL: _____

PROFESSIONAL ELECTRICAL ENGINEER

19-2737918

CERTIFICATION

This is to certify that the person whose name, photograph, and signature appear herein is a duly registered professional, legally authorized to practice his/her profession with all the rights and privileges appurtenant thereto.

This is to certify further that he/she is a professional in good standing and that his/her certificate of registration/professional license has not been suspended, revoked or withdrawn.

Signature of Professional: _____
TEOFILO S. PILANDO, JR.
 Chairman

PTR

Republic of the Philippines
OFFICE OF THE CITY TREASURER
 City of Puerto Princesa

Accountable Form No. _____
 Revised January 2004

No. **163259**
 O.R163259

Date: January 03, 2022
 Time: 09:50:40 AM

Payor: _____

NATURE OF COLLECTION		ACCT NO.	FUND	AMOUNT
PARTICULARS				
PROFESSIONAL TAX (PTR) (PROFESSIONAL ELECTRICAL ENGINEER#0003460)		564	GENERAL	300.00

Remarks: _____

Amount in words: **THREE HUNDRED PESOS ONLY**

Received: ☒ CASH ☐ Check ☐ Treasury Warrant ☐ Money Order

Bank: _____
 Check No. _____
 Date Issued: _____

Received the amount of _____
IVY D. VIJIGA
 REVENUE COLLECTION CLERK II
 Collecting Officer

MARIA CORAZON A. ABAYARI
 City Treasurer

TOTAL **300.00**

Note: Write the number and date of this receipt at the back of treasury warrant, check or money order.

DRY SEAL AND SIGNATURE


 Republic of the Philippines
 DEPARTMENT OF TRADE & INDUSTRY
 CONSTRUCTION INDUSTRY AUTHORITY OF THE PHILIPPINES
PHILIPPINE CONTRACTORS ACCREDITATION BOARD
 Makati City, Metro Manila, Philippines
REGULAR CONTRACTOR'S LICENSE

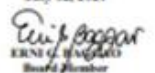
FORM NUMBER: **68958** Contracting Fiscal Year (CFY): **2021/2022**


This certifies that **XXXXXXXXXXXXXXXXXXXX CORPORATION**


having complied with all the requirements for licensure pursuant to Republic Act No. 4566 (as amended) and its implementing rules and regulations, is hereby authorized to engage in the construction contracting business in the Philippines, subject to herein limitations of license validity period, classification and category as prescribed under License Particulars in the box to the right and to the terms and conditions annotated at the back hereof.

This further certifies that the project subject to the limitation of license validity period and kind of project and size ranges under Registration Particulars in the box to the right hereof, is a PCAB registered contractor for government projects.

Given at Metro Manila, Philippines, on **July 02, 2021**


ERNEST B. BACALAN
 Board President

 **HERBERT J. MATHENZO**
 Executive Director

 **SERGEY T. REYONIE**
 Board Secretary



DOCUMENTARY STAMP
TAX PAID (Php 20.00)

SAMPLE ONLY

CONTRACTOR'S PARTICULAR	
Authorized Managing Officer	Signature: 
Organization Type	Head Office (Region)
Corporation	REGION 7 (Central Visayas)
Taxpayer Identification Number (TIN)	
LICENSE PARTICULARS	
License First Issue Date	Contractor's License Number
March 29, 2021	XXXXXX
Validity Period of this License/Renewal	
July 01, 2021 to June 30, 2022	
Principal Classification and Category	
General Engineering	
Other Classification/s	
Specialty-Communication Facilities	
REGISTRATION PARTICULARS	
Registration Date	Registration Number
June 30, 2021	2161-2021
Validity Period of this Registration	
June 30, 2021 to June 30, 2024	
Kinds of Project and Respective Size Ranges	
Communication Facilities	Small B

IMPORTANT NOTICE: Filing schedule for license renewal application – on or before **February 1-16, 2022**

ELECTRICAL PERMIT
ADDITIONAL
REQUIREMENT - PCAB
(Philippine Contractors
Accreditation Board)
license will be required
should the project
electrical designed
installation capacity is 200
Amperes and above.
PCAB license must
indicate that it is
intended for electrical
works.

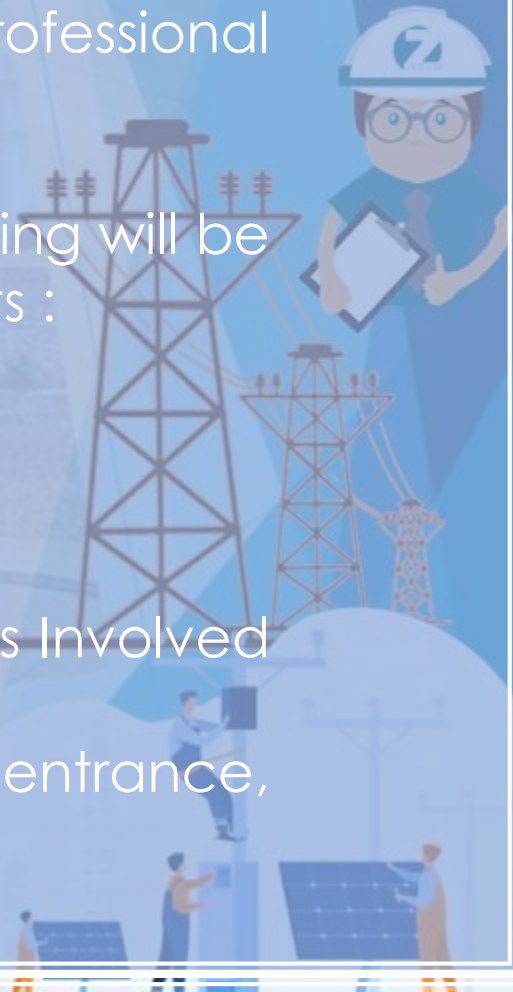


DOCUMENTARY REQUIREMENTS FOR OCCUPANCY PERMIT

Upon completion of the building/structure, an Occupancy Permit must be secure prior to occupying or use of the building/structure. Occupancy Permit application is done online thru www.puertoprincesa.ph. Documents will be printed as output of the application and will be for signature of professional involved with the construction/project.

As part of application for Occupancy Permit for Electrical, the following will be attached and must be submitted together with the other documents :

1. Approved Electrical Permit
2. Approved Electrical Plan
3. An accomplished Certificate of Final Electrical Inspection form.
4. Photo copy of Valid PRC ID and PTR of the Electrical Professionals Involved with the construction/project.
5. Photos of Open panel board showing breaker ratings, service entrance, transformer and etc.



[illegible]

APPROVED ELECTRICAL PLAN

PRC ID

Republic of the Philippines
PROFESSIONAL REGULATION COMMISSION
 PROFESSIONAL IDENTIFICATION CARD

LAST NAME: [REDACTED]
 FIRST NAME: [REDACTED]
 MIDDLE NAME: [REDACTED]
 REGISTRATION NO.: [REDACTED]
 REGISTRATION TYPE: [REDACTED]
 REGISTRATION DATE: [REDACTED]

PROFESSIONAL IDENTIFICATION CARD

PTR

OFFICIAL RECEIPT

Accountant Form No. _____
 Received from: [REDACTED]
 Payer: [REDACTED]

Republic of the Philippines
OFFICE OF THE CITY TREASURER
 City of Pasig, Province of [REDACTED]

NATURE OF COLLECTION

PARTICULARS
 PROFESSIONAL TAX (PTR) (PROFESSIONAL ELECTRICAL ENGINEER) (ABR2020)

AMOUNT COLLECTED
 P500.00

DRY SEAL AND SIGNATURE

PHOTOCOPIED PRC ID & PTR

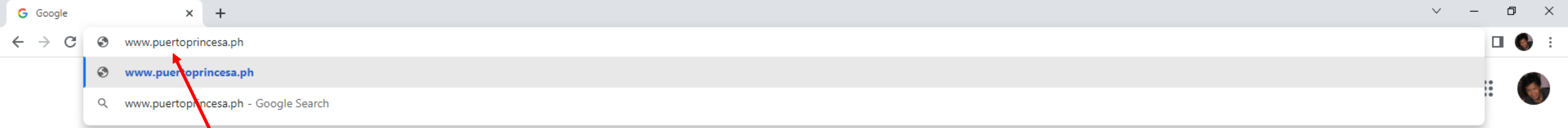
NOTE: Show the number and date of this receipt at the back of Treasury warrants, checks or money orders.





ONLINE APPLICATION FOR ELECTRICAL PART IN SECURING CERTIFICATE OF OCCUPANCY APPLICATION





Google Search

I'm Feeling Lucky

Google offered in: [Filipino](#) [Cebuano](#)

ON YOUR WEB BROWSER TYPE IN
“www.puertoprincesa.ph”
AND PRESS ENTER

Philippines

[About](#) [Advertising](#) [Business](#) [How Search works](#)

[Privacy](#) [Terms](#) [Settings](#)

Type here to search



30°C Mostly cloudy 11:44 AM 7/5/2022



Puerto Princesa
The Official Website of the City Government



Home | E-Payment | About Our City | Government | Investment Profile | Tourism | Full Disclosure | Directory | Contact Us



PRESS “e-Payment Services” TO START APPLICATION

CLICK HERE! For Electronic Services and Online Payment



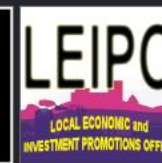
Letter from Regional Director, Officer-In-Charge Arhtur D. Pascual, Jr. of the Department of Public Works and Highway (DPWH)

Mon, 07/05/2021 - 06:32 | RALPH RICHARD A...

July 5, 2021

Letter from Regional Director, Officer-In-Charge Arhtur D. Pascual, Jr. of the Department of Public Works and Highway (DPWH) informing the City Government of...

Services/Related Links





Experience ease of doing business with the government

Over 50 local government units participating all over the Philippines.

[Start Here](#)

PRESS "Start Here" TO START APPLICATION

Legazpi City (131)

Ligao City (207)

Daraga (03104)

Antique

San Jose de Buenavista (04001)

Bohol

Bohol Province (047)

Tagbilaran City (154)

Alburquerque (04701)

Catigbian (04713)

Garcia Hernandez (04722)

Panglao (04733)

Talibon (04742)

Trinidad (04743)

Tubigon (04744)

Ubay (04745)

Valencia (04746)

Bien Unido (04747)

Bukidnon

Bukidnon Province (059)

Mallibog (05914)

Maramag (05916)

Sumilao (05920)

Camarines Sur

Naga City (135)

Iriga City (136)

Calabanga (02609)

Libmanan (02618)

Magarao (02620)

San Fernando (02630)

Sipocot (02632)

Cebu

Danao (04301)

Dalaguete (04321)

Davao de Oro

Davao de Oro (079)

Compostela (07901)

Mabini (07903)

Maco (07904)

Monkayo (07907)

Nabunturan (07909)

Pantukan (07911)

Davao Oriental

Braulio E. Dujali (06302)

Carmen (06303)

Kapalong (06304)

New Corella (06305)

San Isidro (06306)

Sto. Tomas (06307)

Talaingod (06308)

General Santos

General Santos City (173)

Guimaras

Guimaras Province (075)

Buenavista (07501)

Jordan (07502)

Nueva Valencia (07503)

San Lorenzo (07504)

Sibunag (07505)

Kaparatagan (05704)

Kolambugan (05707)

Lala (05708)

Linamon (05709)

Maigo (05711)

Salvador (05717)

Tubod (05722)

Misamis Occidental

Oroquieta City (166)

Misamis Oriental

Claveria (05212)

Zamboanga City (160)

Zamboanga Del Norte

Dapitan City (158)

Bayawan City (218)

Nueva Ecija

Gapan City (191)

Nueva Vizcaya

Bayombong (01205)

Solano (01214)

Palawan

Palawan Province (066)

Puerto Princesa City (134)

Aborlan (06601)

San Vicente (06621)

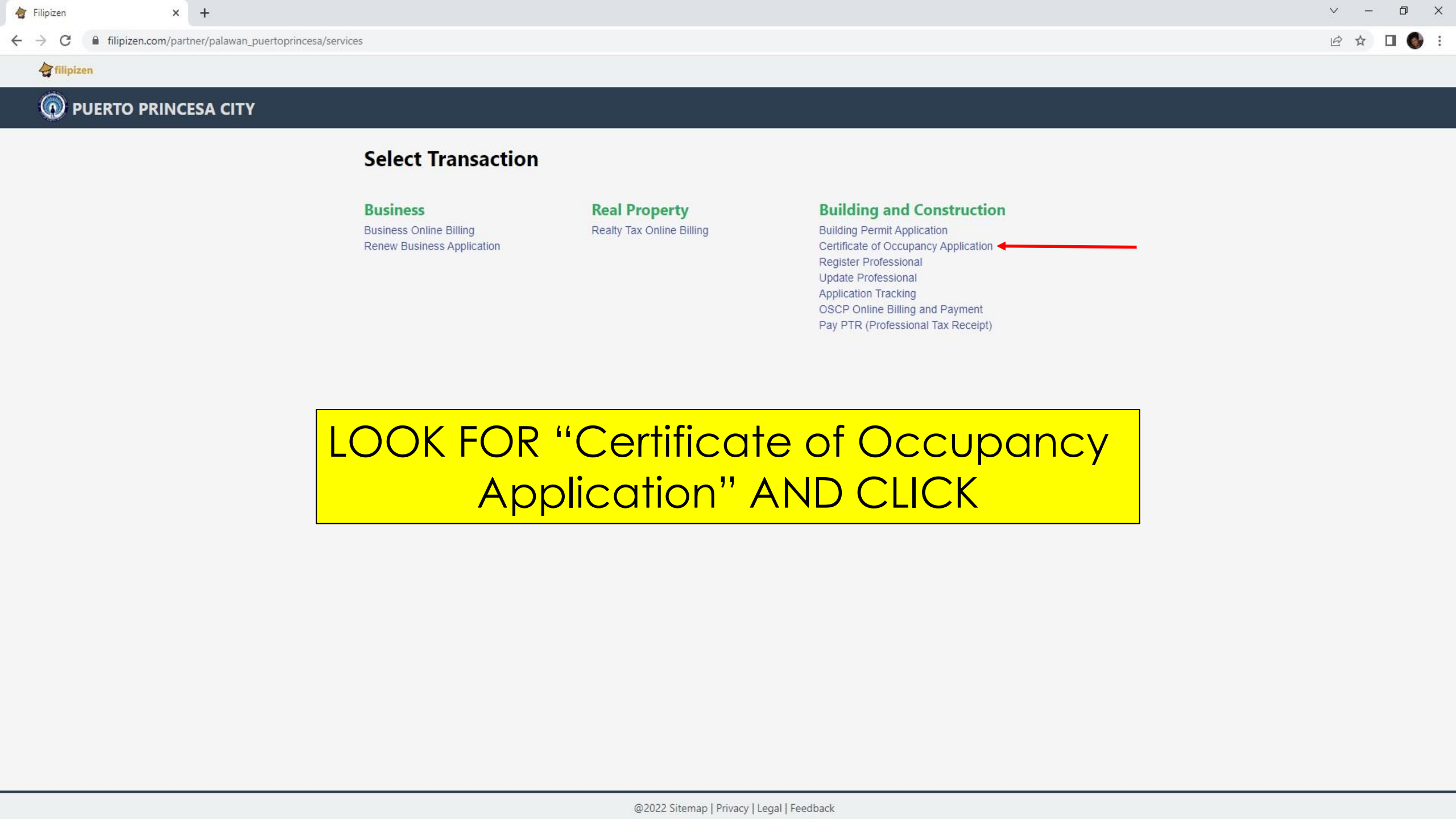
Taytay (06623)

Quezon

Sariaya (01536)

SCROLL DOWN AND LOOK FOR
"Puerto Princesa City" AND CLICK

@2022 Sitemap | Privacy | Legal | Feedback



Select Transaction

Business

Business Online Billing
Renew Business Application

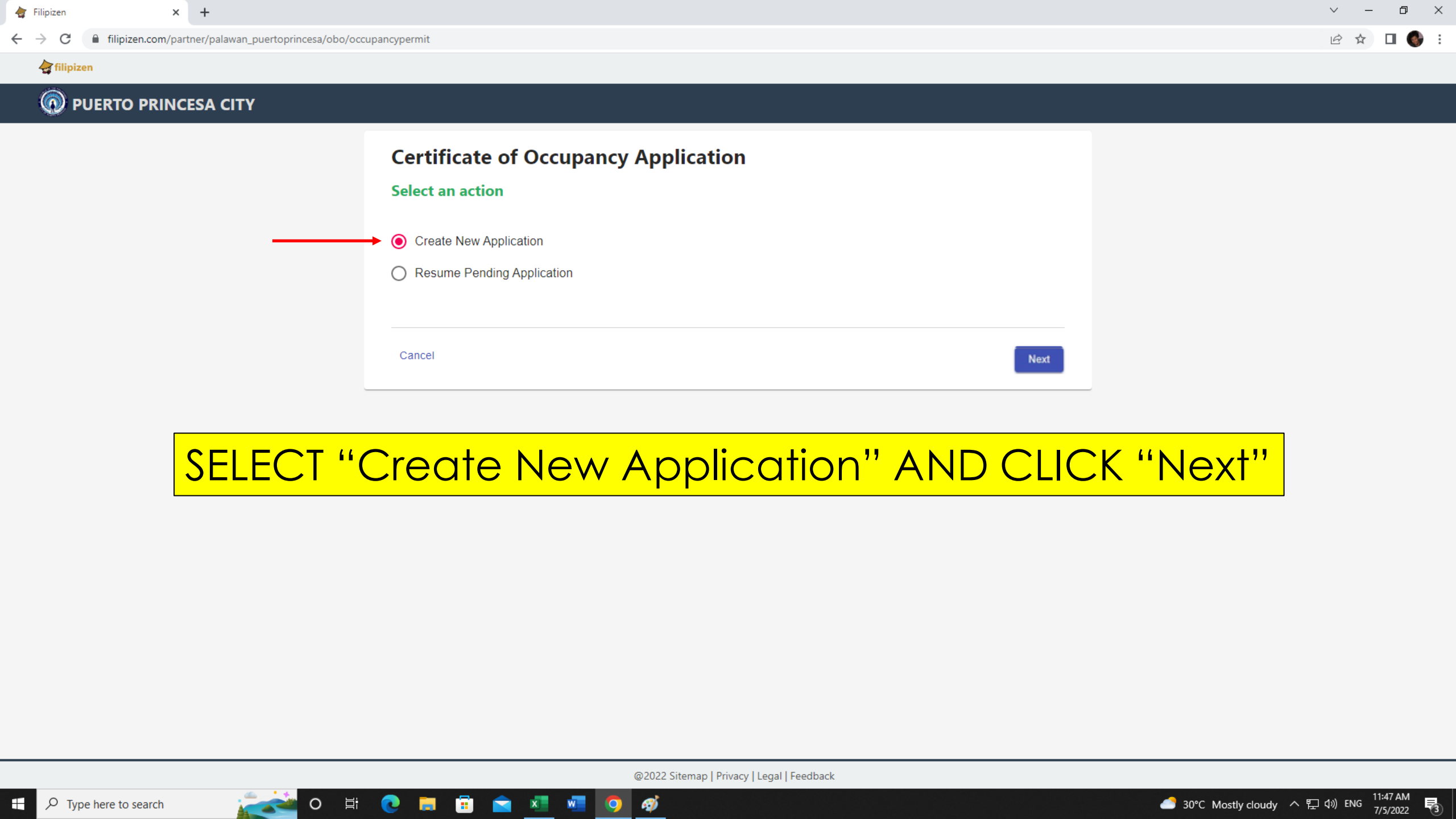
Real Property

Realty Tax Online Billing

Building and Construction

Building Permit Application
Certificate of Occupancy Application
Register Professional
Update Professional
Application Tracking
OSCP Online Billing and Payment
Pay PTR (Professional Tax Receipt)

LOOK FOR “Certificate of Occupancy Application” AND CLICK



Certificate of Occupancy Application

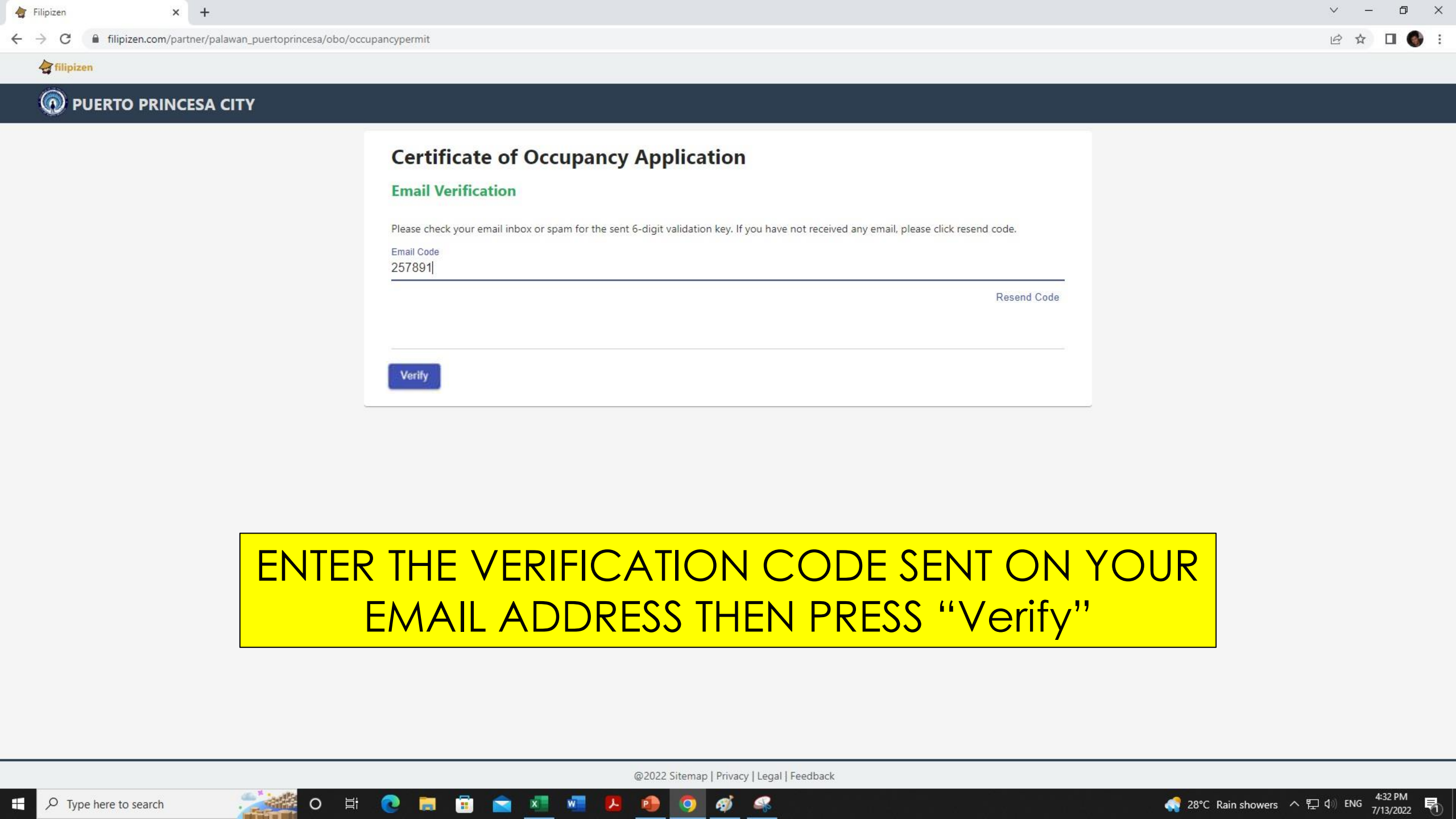
Select an action

- ☒ Create New Application
- ☐ Resume Pending Application

Cancel

Next

SELECT "Create New Application" AND CLICK "Next"



Certificate of Occupancy Application

Email Verification

Please check your email inbox or spam for the sent 6-digit validation key. If you have not received any email, please click resend code.

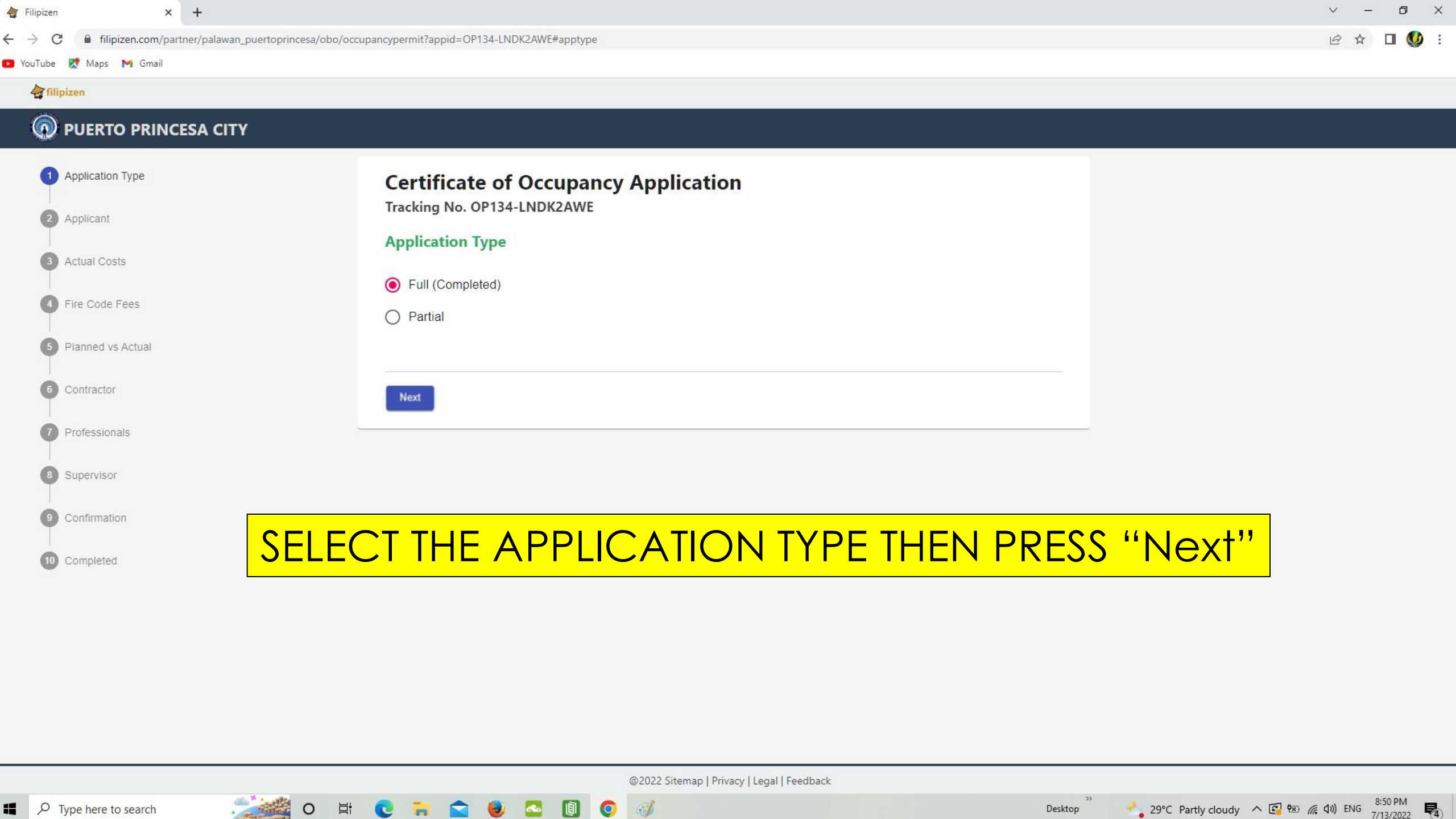
Email Code

257891|

[Resend Code](#)

Verify

ENTER THE VERIFICATION CODE SENT ON YOUR
EMAIL ADDRESS THEN PRESS “Verify”



Certificate of Occupancy Application

Tracking No. OP134-LNDK2AWE

Application Type

☒ Full (Completed)

☐ Partial

Next

SELECT THE APPLICATION TYPE THEN PRESS "Next"

Filipizen

filipizen.com/partner/palawan_puertoprincesa/obo/occupancypermit

YouTubeMapsGmail

filipizen

PUERTO PRINCESA CITY

Certificate of Occupancy Application

New Permit Application

Please read thoroughly before proceeding

This online service will require personal information from the applicant, lot owner(s) and professionals involved in this transaction. In compliance with the Data Privacy Act, we are securing your consent that you have been authorized by the aforementioned parties to act on their behalf. The data collected will be stored, processed and used for effectively carrying out legitimate transactions with the local government of Puerto Princesa City. If you do not agree to these terms, you can cancel out by click on the Cancel button. If you agree to these terms, tick on the checkbox and click Continue.

☒ Yes, I have read and agree to the terms and conditions

Cancel

Continue

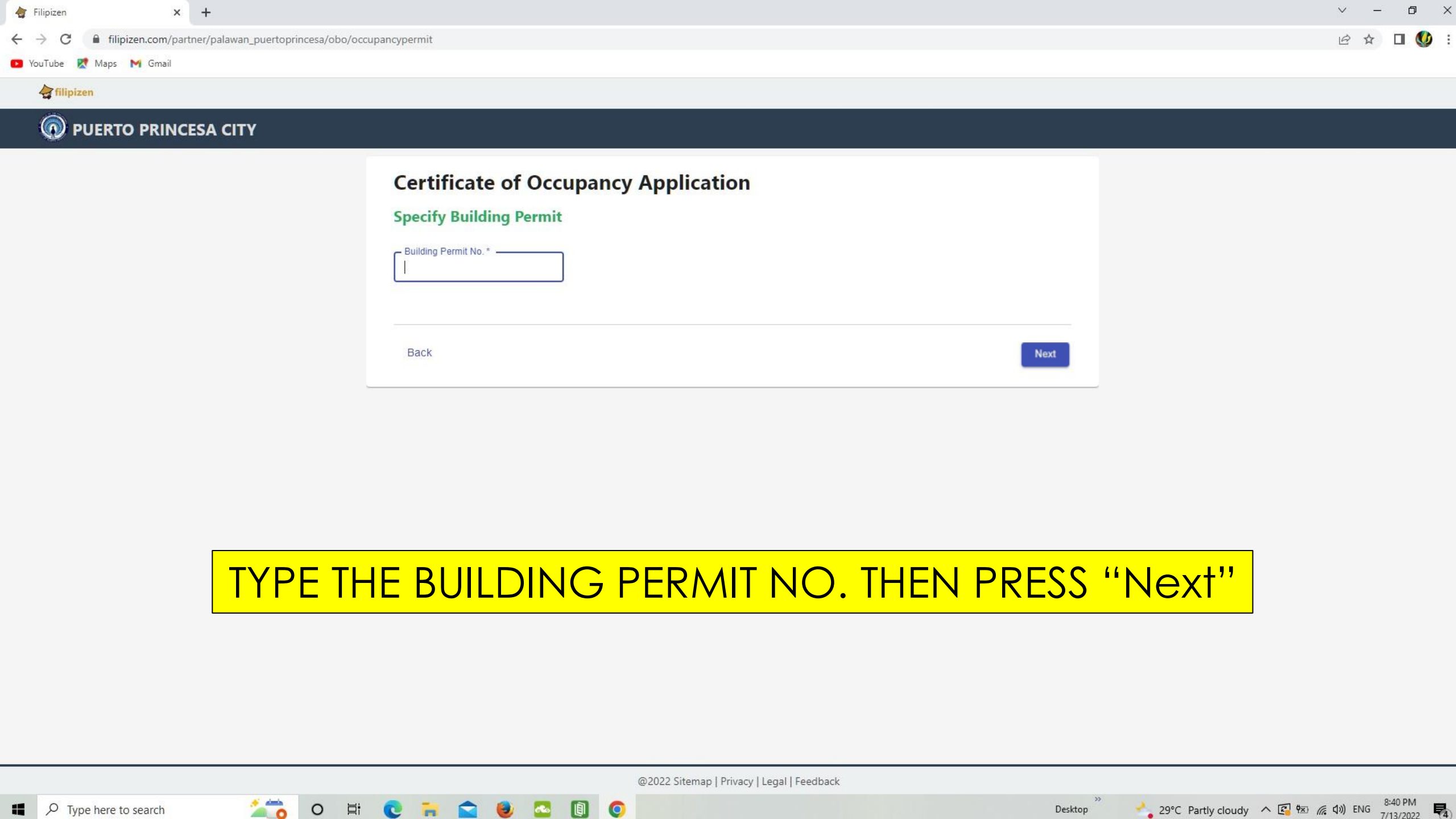
TAKE TIME TO READ THEN CHECK YES IF YOU AGREE THEN PRESS "Continue"

@2022 Sitemap | Privacy | Legal | Feedback

Desktop

29°C Partly cloudy

8:49 PM7/13/2022



Certificate of Occupancy Application

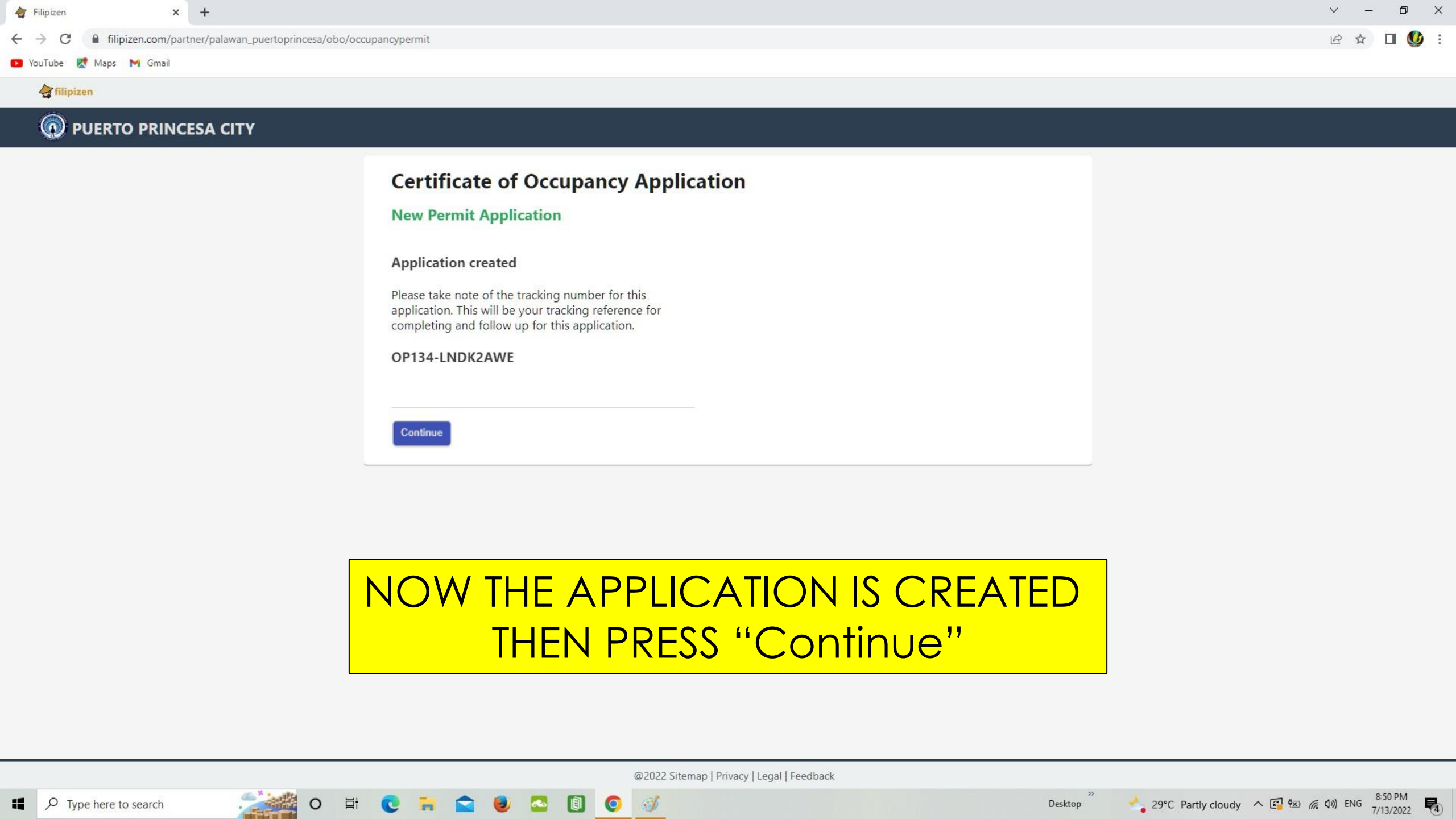
Specify Building Permit

Building Permit No.*

[Back](#)

[Next](#)

TYPE THE BUILDING PERMIT NO. THEN PRESS “Next”



Certificate of Occupancy Application

New Permit Application

Application created

Please take note of the tracking number for this application. This will be your tracking reference for completing and follow up for this application.

OP134-LNDK2AWE

Continue

NOW THE APPLICATION IS CREATED
THEN PRESS "Continue"

- ## Certificate of Occupancy Application

Applicant

INDIVIDUAL

Administrator or contact name of applicant

MADR

First Name

ARMID

Middle N

F.

Email

Mobile No. [REDACTED]

Applicant Address

☒ Resident

Unit No

Building No

Building Name

Street

NATIONAL HIGHWAY

Subdivision

Barangay

STA. MONICA

Next

Filipizen

x

+

←

→

↻

🔒

filipizen.com/partner/palawan_puertoprincesa/obo/occupancypermit?appid=OP134-LNDK2AWE#apptype

🔗

☆

🖨

🌐

⋮

📺

🗺

📧

🏠

filipizen

PUERTO PRINCESA CITY

✓

Application Type

✓

Applicant

3

Actual Costs

4

Fire Code Fees

5

Planned vs Actual

6

Contractor

7

Professionals

8

Supervisor

9

Confirmation

10

Completed

Certificate of Occupancy Application

Tracking No. OP134-LNDK2AWE

Actual Costs

Please indicate the actual cost of construction.

Total Materials Cost

Total Direct Cost

Total Equipment Cost

Total Other Cost

Back

Next

FILL IN INFORMATION
THEN PRESS "Next"

@2022 Sitemap | Privacy | Legal | Feedback

🏠

Desktop

🌡 29°C Mostly clear

📶

🔊

ENG

8:56 PM

7/13/2022

🗨 4

- ✓ Application Type
- ✓ Applicant
- ✓ Actual Costs
- ✓ Fire Code Fees
- 5 Planned vs Actual
- 6 Contractor
- 7 Professionals
- 8 Supervisor
- 9 Confirmation
- 10 Completed

Tracking No. OP134-LNDK2AWE

Please indicate the actual values of construction.

	Planned	Actual
Project Total Cost	1,125,000.00	1,125,000.00
Total Floor Area (sqm)	98.00	
No. of Units	1.00	
No. of Floors	2.00	
Height (m)	9.44	
Start Date	<input type="text" value="mm/dd/yyyy"/>	<input type="text" value="mm/dd/yyyy"/>
Completion Date	<input type="text" value="mm/dd/yyyy"/>	<input type="text" value="mm/dd/yyyy"/>

FILL IN INFORMATION,
SCROLL DOWN
THEN PRESS "Next"

Next

- ## Certificate of Occupancy Application

Contractor

Please specify contractor if available

☐ Is undertaken by a Contractor?

[Back](#)

Next

CHECK THE BOX IF APPLICABLE
THEN PRESS "Next"

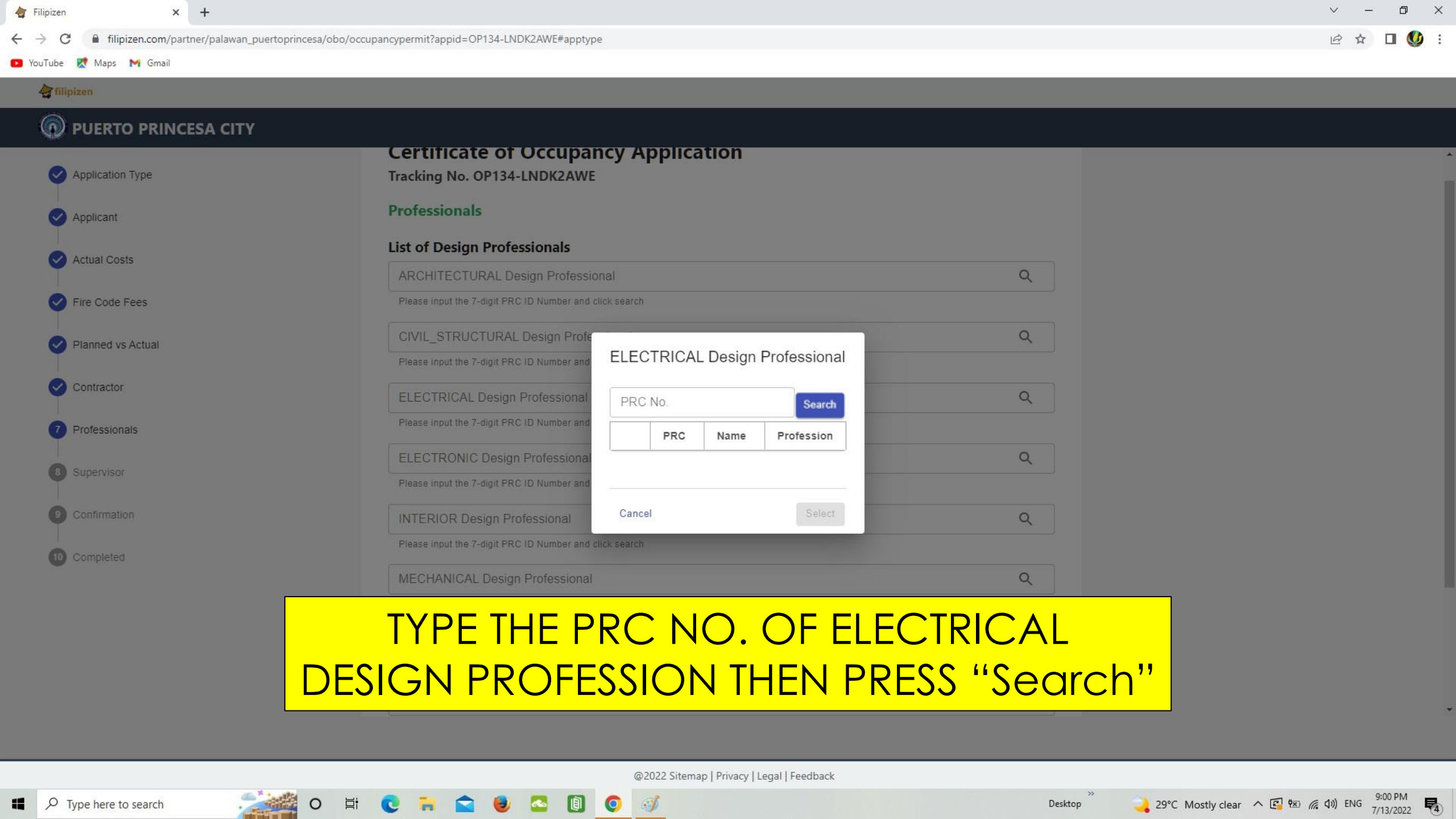
- Certificate of Occupancy Application**
Tracking No. OP134-LNDK2AWE

Professionals

List of Design Professionals

ARCHITECTURAL Design Professional	
Please input the 7-digit PRC ID Number and click search	
CIVIL_STRUCTURAL Design Professional	
Please input the 7-digit PRC ID Number and click search	
ELECTRICAL Design Professional	
Please input the 7-digit PRC ID Number and click search	
ELECTRONIC Design Professional	
Please input the 7-digit PRC ID Number and click search	
INTERIOR Design Professional	
Please input the 7-digit PRC ID Number and click search	
MECHANICAL Design Professional	
Please input the 7-digit PRC ID Number and click search	
PLUMBING Design Professional	
Please input the 7-digit PRC ID Number and click search	
SANITARY Design Professional	

CLICK UNDER ELECTRICAL
THE PRESS“ 🔍 ”



- ✓ Application Type
- ✓ Applicant
- ✓ Actual Costs
- ✓ Fire Code Fees
- ✓ Planned vs Actual
- ✓ Contractor
- 7 Professionals**
- 8 Supervisor
- 9 Confirmation
- 10 Completed

Certificate of Occupancy Application

Tracking No. OP134-LNDK2AWE

Professionals

List of Design Professionals

ARCHITECTURAL Design Professional

Please input the 7-digit PRC ID Number and click search

CIVIL_STRUCTURAL Design Professional

Please input the 7-digit PRC ID Number and click search

ELECTRICAL Design Professional

Please input the 7-digit PRC ID Number and click search

ELECTRONIC Design Professional

Please input the 7-digit PRC ID Number and click search

INTERIOR Design Professional

Please input the 7-digit PRC ID Number and click search

MECHANICAL Design Professional

Please input the 7-digit PRC ID Number and click search

ELECTRICAL Design Professional

PRC No.

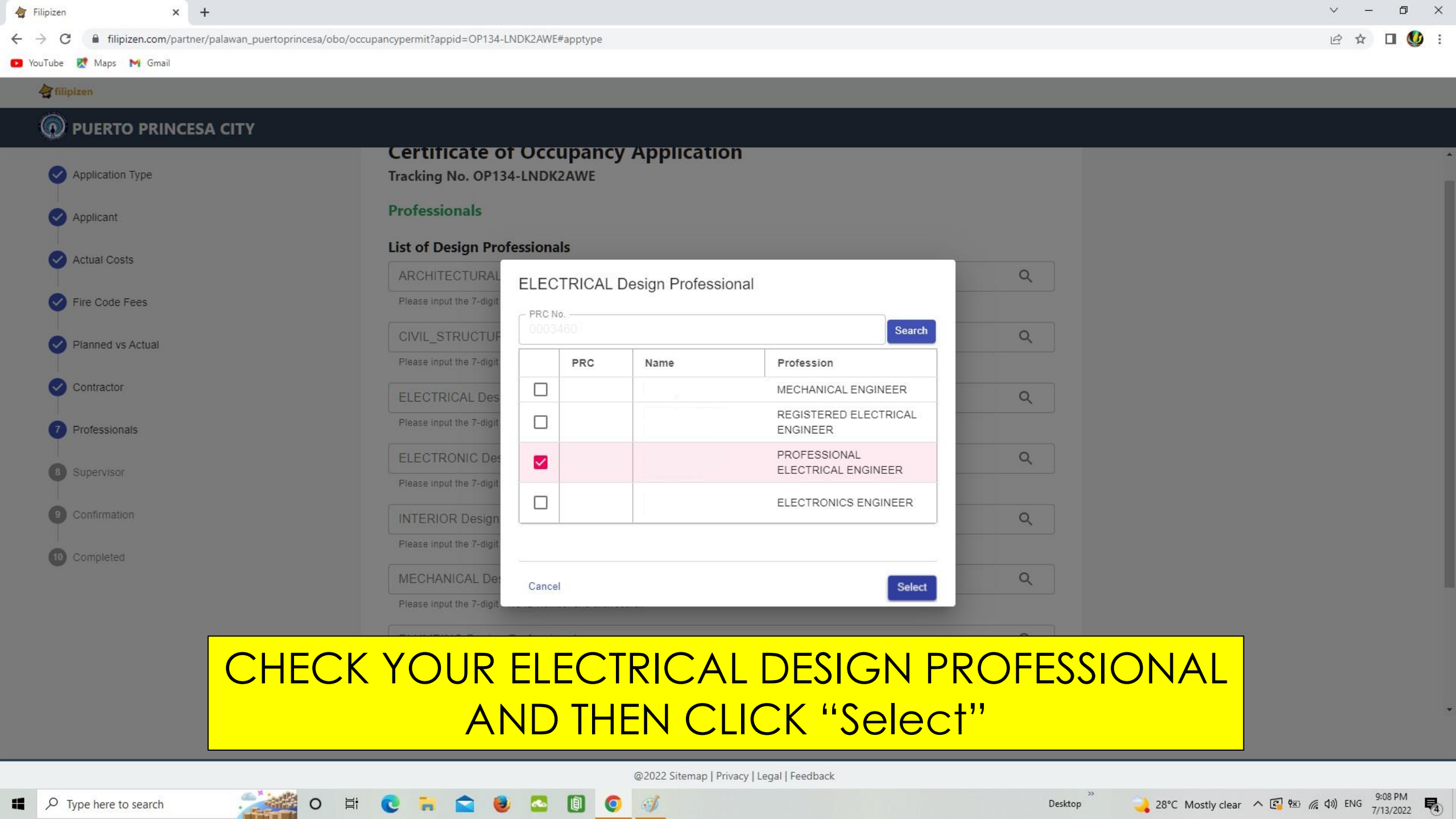
Search

	PRC	Name	Profession
<input type="text"/>			

Cancel

Select

TYPE THE PRC NO. OF ELECTRICAL
DESIGN PROFESSION THEN PRESS “Search”



- Application Type
- Applicant
- Actual Costs
- Fire Code Fees
- Planned vs Actual
- Contractor
- 7 Professionals
- 8 Supervisor
- 9 Confirmation
- 10 Completed

Certificate of Occupancy Application

Tracking No. OP134-LNDK2AWE

Professionals

List of Design Professionals

ARCHITECTURAL
Please input the 7-digit

CIVIL_STRUCTUR
Please input the 7-digit

ELECTRICAL Des
Please input the 7-digit

ELECTRONIC Des
Please input the 7-digit

INTERIOR Design
Please input the 7-digit

MECHANICAL Des
Please input the 7-digit

ELECTRICAL Design Professional

PRC No. 0003460 Search

	PRC	Name	Profession
<input type="checkbox"/>			MECHANICAL ENGINEER
<input type="checkbox"/>			REGISTERED ELECTRICAL ENGINEER
<input checked="" type="checkbox"/>			PROFESSIONAL ELECTRICAL ENGINEER
<input type="checkbox"/>			ELECTRONICS ENGINEER

Cancel Select

CHECK YOUR ELECTRICAL DESIGN PROFESSIONAL AND THEN CLICK “Select”

Filipizen

filipizen.com/partner/palawan_puertoprincesa/obo/occupancypermit?appid=OP134-LNDK2AWE#apptype

YouTube

Maps

Gmail

filipizen

PUERTO PRINCESA CITY

✓

Application Type

✓

Applicant

✓

Actual Costs

✓

Fire Code Fees

✓

Planned vs Actual

✓

Contractor

7

Professionals

8

Supervisor

9

Confirmation

10

Completed

Certificate of Occupancy Application

Tracking No. OP134-LNDK2AWE

ELECTRICAL Design Professional

PROFESSIONAL ELECTRICAL ENGINEER

PRC ID No.

Date Issued2012-10-03

Valid Until2024-10-20

Place IssuedMANILA

PTR ID No.

Date Issued2022-01-03

Place IssuedPUERTO PRINCESA CITY

ELECTRONIC Design Professional

Please input the 7-digit PRC ID Number and click search

INTERIOR Design Professional

Please input the 7-digit PRC ID Number and click search

Next

@2022 Sitemap | Privacy | Legal | Feedback

Desktop

28°C Mostly clear

9:09 PM7/13/2022

ELECTRICAL DESIGN PROFESSIONAL IS NOW REFLECTED

CONTINUE WITH THE OTHER PROFESSIONALS

SCROLL DOWN THEN PRESS "Next"

Filipizen

filipizen.com/partner/palawan_puertoprincesa/obo/occupancypermit?appid=OP134-LNDK2AWE#apptype

YouTube

Maps

Gmail

filipizen

PUERTO PRINCESA CITY

✓

Application Type

✓

Applicant

✓

Actual Costs

✓

Fire Code Fees

✓

Planned vs Actual

✓

Contractor

7

Professionals

8

Supervisor

9

Confirmation

10

Completed

Certificate of Occupancy Application

Tracking No. OP134-LNDK2AWE

Professionals

List of Supervisors

ELECTRICAL Supervisor

ELECTRONIC Supervisor

INTERIOR Supervisor

MECHANICAL Supervisor

PLUMBING Supervisor

SANITARY Supervisor

Back

Next

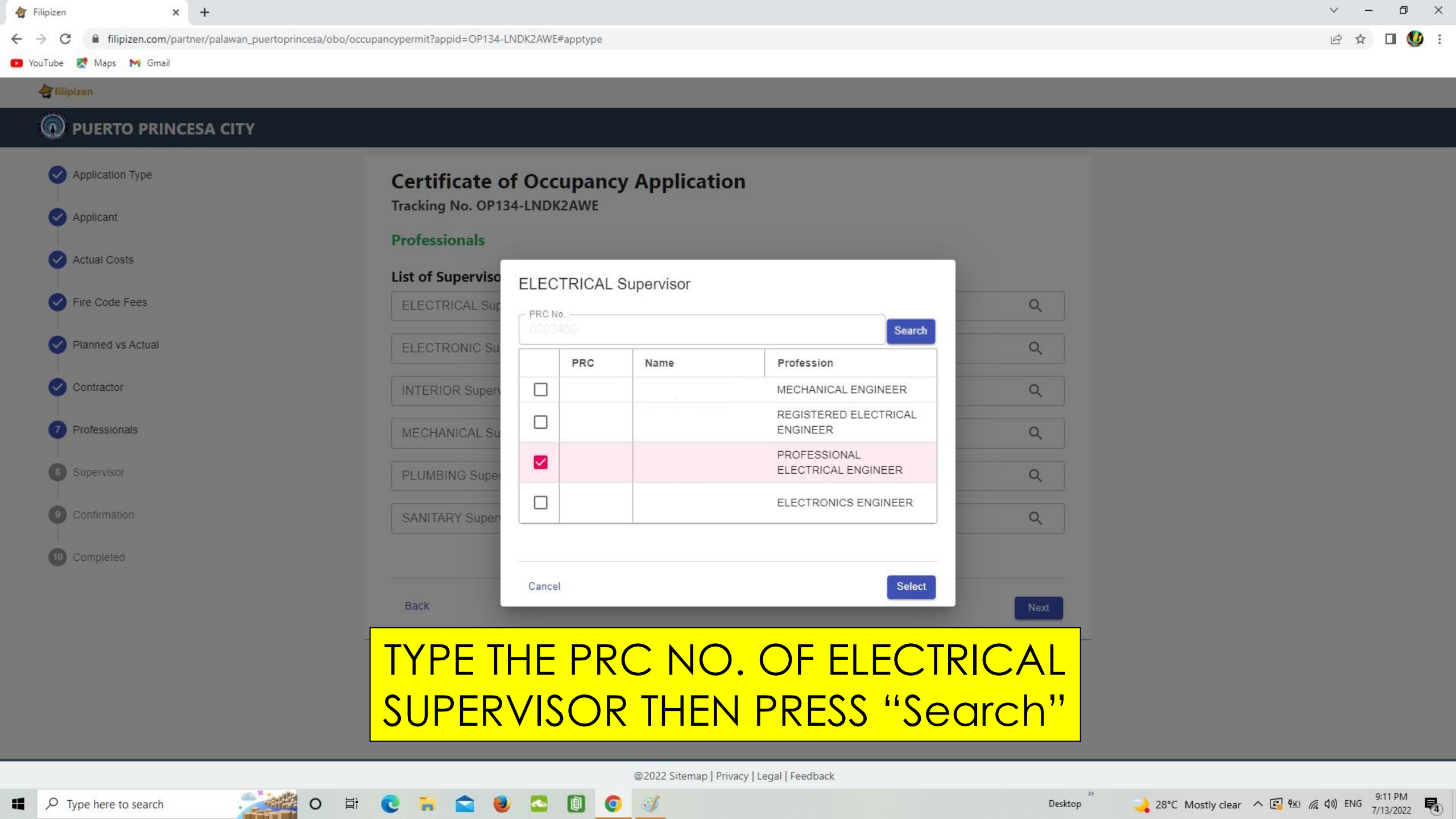
CLICK UNDER ELECTRICAL
THE PRESS "🔍"

@2022 Sitemap | Privacy | Legal | Feedback

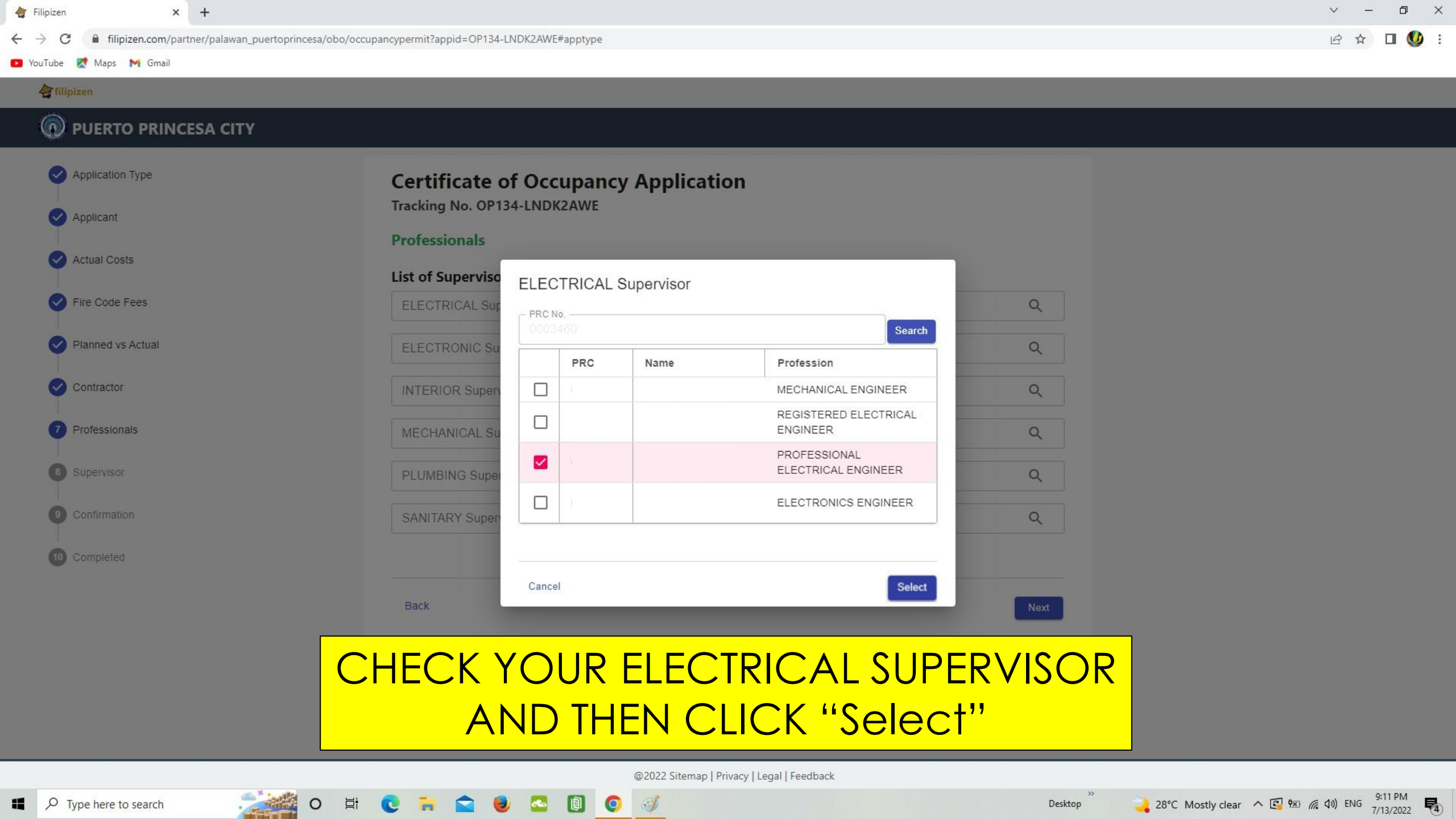
Desktop

28°C Mostly clear

9:10 PM 7/13/2022



TYPE THE PRC NO. OF ELECTRICAL SUPERVISOR THEN PRESS "Search"



- ✓ Application Type
- ✓ Applicant
- ✓ Actual Costs
- ✓ Fire Code Fees
- ✓ Planned vs Actual
- ✓ Contractor
- 7 Professionals**
- 8 Supervisor
- 9 Confirmation
- 10 Completed

Certificate of Occupancy Application

Tracking No. OP134-LNDK2AWE

Professionals

List of Supervisors

ELECTRICAL Supervisor	<input type="text"/>	<input type="button" value="Search"/>
ELECTRONIC Supervisor	<input type="text"/>	<input type="button" value="Search"/>
INTERIOR Supervisor	<input type="text"/>	<input type="button" value="Search"/>
MECHANICAL Supervisor	<input type="text"/>	<input type="button" value="Search"/>
PLUMBING Supervisor	<input type="text"/>	<input type="button" value="Search"/>
SANITARY Supervisor	<input type="text"/>	<input type="button" value="Search"/>

ELECTRICAL Supervisor

PRC No. 0003460 Search

	PRC	Name	Profession
<input type="checkbox"/>			MECHANICAL ENGINEER
<input type="checkbox"/>			REGISTERED ELECTRICAL ENGINEER
<input checked="" type="checkbox"/>			PROFESSIONAL ELECTRICAL ENGINEER
<input type="checkbox"/>			ELECTRONICS ENGINEER

Cancel

Select

CHECK YOUR ELECTRICAL SUPERVISOR
AND THEN CLICK "Select"

- ## Certificate of Occupancy Application

Tracking No. OP134-LNDK2AWE

Supervisor

Specify full time inspector and supervisor of construction work

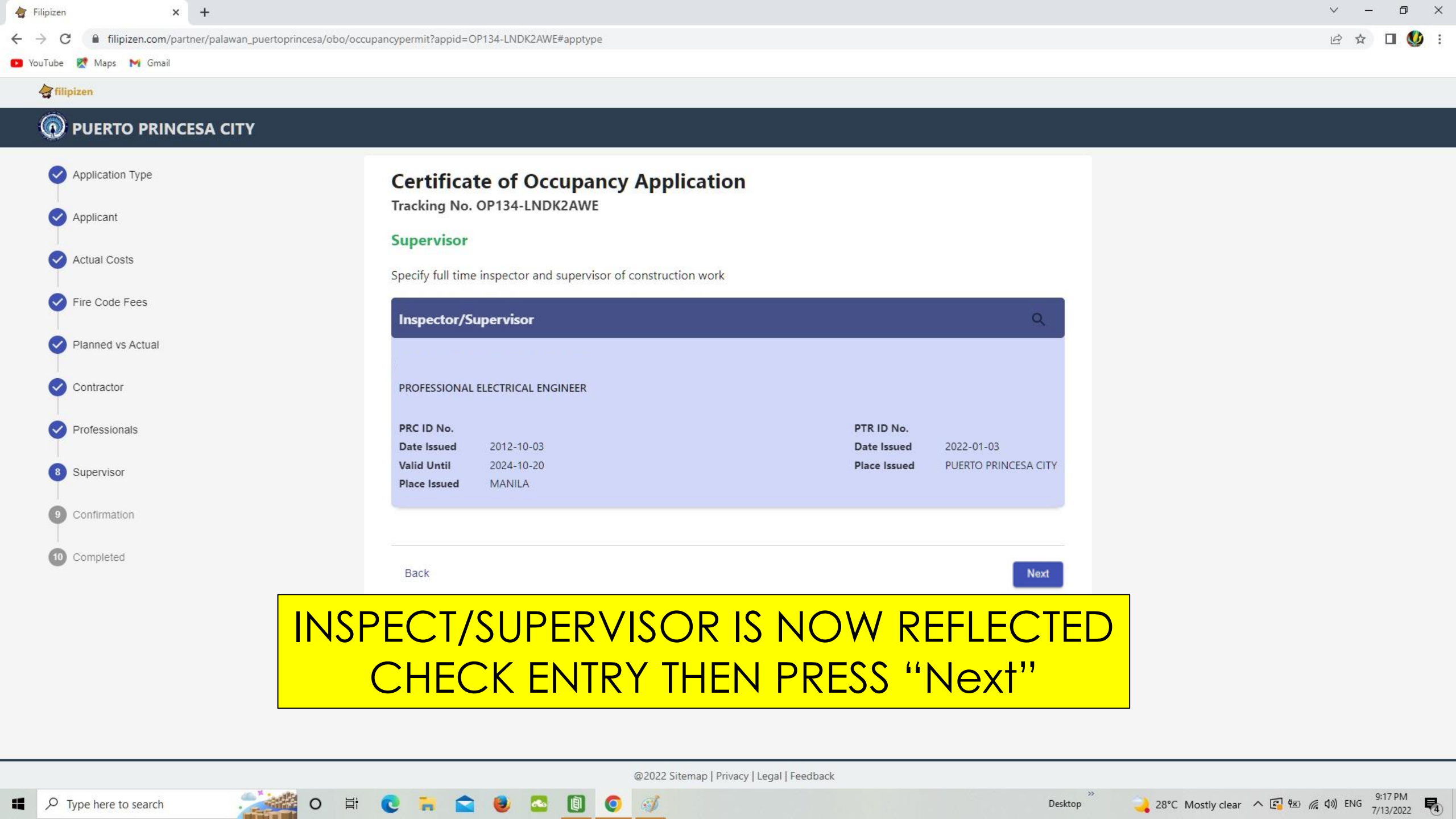
Inspector/Supervisor _____

[Back](#)

Next

SEARCH THE NAME OF YOUR SUPERVISOR
FOR YOUR CONSTRUCTION AND SELECT IT
SAME AS THE PREVIOUS STEPS THEN PRESS
“Next”

NOTE : ALL OF YOUR PROFESSIONAL/SUPERVISOR
MUST REGISTER FIRST ON THE SYSTEM.



PUERTO PRINCESA CITY

- ✓ Application Type
- ✓ Applicant
- ✓ Actual Costs
- ✓ Fire Code Fees
- ✓ Planned vs Actual
- ✓ Contractor
- ✓ Professionals
- 8 Supervisor
- 9 Confirmation
- 10 Completed

Certificate of Occupancy Application

Tracking No. OP134-LNDK2AWE

Supervisor

Specify full time inspector and supervisor of construction work

Inspector/Supervisor

PROFESSIONAL ELECTRICAL ENGINEER

PRC ID No.

Date Issued 2012-10-03

Valid Until 2024-10-20

Place Issued MANILA

PTR ID No.

Date Issued 2022-01-03

Place Issued PUERTO PRINCESA CITY

Back

Next

INSPECT/SUPERVISOR IS NOW REFLECTED
CHECK ENTRY THEN PRESS "Next"

- ## Certificate of Occupancy Application

Tracking No. OP134-LNDK2AWE

Confirmation

Before sending please check first the generated application info. If everything is in order, you can click Submit button to complete the transaction.

Application for Certificate of Occupancy

Preview

Certificate of Completion

Preview

[Back](#)

Submit

BEFORE SENDING PLEASE CHECK FIRST THE GENERATED APPLICATION INFO BY PRESSING "Preview"
AND IF EVERYTHING IS IN ORDER PRESS "Submit"
PLEASE PRINT THE GENERATED APPLICATION INFO BEFORE PRESSING "Completed"

NOTE: PRINTED CERTIFICATE OF COMPLETION MUST BE SIGNED BY THE PROFESSIONALS INVOLVED BEFORE SUBMISSION TOGETHER WITH OTHER REQUIREMENTS.

NBC FORM NO. B-10

Republic of the Philippines
 CITY OF PUERTO PRINCESA
 PROVINCE OF PALAWAN

TRACKING NO.
 DP134-HFC29XLM

OFFICE OF THE BUILDING OFFICIAL
 CERTIFICATE OF COMPLETION

001012022		DATE 2022-04-07	
This is to certify that the building/structure covered by Building Permit No. BP-2022(4-0)047 issued on 2022-04-07 has been constructed and completed under our supervision, conforms with the plans and specifications submitted and on file with the Office of the Building Official, and conforms with the provisions of the National Building Code and Approved by Law (SP No. 364).			
NAME OF OWNER TOTANOSO (Last Name)		MICHELLE (Given Name)	
ADDRESS OF OWNER NATIONAL HIGHWAY SAN PEDRO		4TH CODE [0917] 775-7881	
LOCATION OF CONSTRUCTION LOT NO. _____ BUK NO. _____ STREET BARANGAY SAN JOSE CITY/MUNICIPALITY CITY OF PUERTO			
DATE OF START OF CONSTRUCTION 07/08/2022	PLANNED 07/08/2022	ACTUAL 07/08/2022	
DATE OF COMPLETION 07/08/2022	07/08/2022	07/08/2022	
TOTAL FLOOR AREA (Square Meters) 95	95	95	
NO. OF STOREY(S) 2	2	2	
NO. OF UNITS 1	1	1	
SUMMARY OF ACTUAL COSTS			
1. TOTAL COST OF MATERIALS		P 1,980,033.80	
1.1 CEMENT (Pnpi)			
1.2 LUMBER (Mn Pi)			
1.3 REINFORCING BARS (Ag)			
1.4 G.I. SHEET (Pnpi)			
1.5 PREFAB STRUCTURAL STEEL			
1.6 Other Materials			
2. TOTAL COST OF DIRECT LABOR		P 0.00	
This includes compensation whether by salary or contract for project work/technical staff done by others.			
3. TOTAL COST OF EQUIPMENT UTILIZATION		P 8.00	
4. OTHER COST		P 8.00	
This includes professional services fees, permits and other fees			
TOTAL COST OF BUILDING STRUCTURE		P 1,990,000.00	
FULL-TIME SUPERVISOR OR INSPECTOR OF		IF CONSTRUCTION WAS UNDERTAKEN BY CONTRACT	
JEFFREY GONZALES ESPINOSA CIVIL ENGINEER (Signed and Sealed Over Printed Name) Date 12/03/2021		Contractor PCAS Llc. Inc. Varsity _____ TIN _____ Address _____ Tel. No. _____	
PRC No. 916825 Validity 08/03/2022 PTR No. 1632012 Core Permit 08/02/2022 Issued at PUERTO TIN _____		AUTHORIZED MAKING OFFICER (Signed And Sealed Over Printed Name)	
Location No. 0145-014546 Date Issued 07/08/2022 Issued by 18		Date Issued 07/08/2022 Place Issued PUERTO PRINCESA	
CONFORME: TOTANOSO MICHELLE OWNER/APPLICANT (Signed And Sealed Over Printed Name)		Date _____ Place Issued PUERTO PRINCESA	
REPUBLIC OF THE PHILIPPINES CITY/MUNICIPALITY OF PUERTO PRINCESA BEFORE ME: At the City Hall of PUERTO PRINCESA CITY on 29-04-2022 personally appeared the person whose signature appears here-at the front and back of this page, known to me to be some person who is capable of making a valid and correct statement and acknowledged to me that the same is true and voluntary and not coerced. WITNESS MY HAND AND SEAL on the date and place above written.			
Doc. No. 460 Page No. 46 Page No. 46 Series No. 2322		ATTY. JOSEPH ALLEN P. QUINON NOTARY PUBLIC COMMISSIONED BY THE COURT OF APPEALS, JUDGE NO. 99, ROLL NO. 472,471, TITULO 221-323-182 BUREAU OF TREASURY, SEC. 10, CENSO REG. NO. VI-01227755	

DESIGN PROFESSIONALS, PLANS AND SPECIFICATIONS:

ARCHITECTURAL	
BEVERLY ANA BITAR (Signed And Sealed Over Printed Name)	
Date	

Address	Puerto Princesa City, Palawan
PRC No.	0340994
Validity	06/16/2024
PTR No.	9274231
Date Issued	06/16/2022
Issued at	PUERTO PRINCESA TIN

ELECTRICAL	
(Signed And Sealed Over Printed Name)	
Date	

Address	NO BLDG NO, INTERIOR ABANICO ROAD
PRC No.	2005488
Validity	10/10/2024
PTR No.	1828217
Date Issued	07/10/2022
Issued at	PUERTO PRINCESA TIN

SANITARY	
(Signed And Sealed Over Printed Name)	
Date	

Address	
PRC No.	
Validity	
PTR No.	
Date Issued	
Issued at	TIN

ELECTRONICS	
(Signed And Sealed Over Printed Name)	
Date	

Address	
PRC No.	
Validity	
PTR No.	
Date Issued	
Issued at	TIN

CIVIL/STRUCTURAL	
DEETER TAPALLA CARILON (Signed And Sealed Over Printed Name)	
Date	

Address	3478 LOMBAY ST. SAN JOSE, Palawan Princess City, Palawan
PRC No.	0181896
Validity	07/17/2023
PTR No.	1521773
Date Issued	07/15/2022
Issued at	TIN

MECHANICAL	
(Signed And Sealed Over Printed Name)	
Date	

Address	
PRC No.	
Validity	
PTR No.	
Date Issued	
Issued at	TIN

PLUMBING	
DEETER TAPALLA CARILON (Signed And Sealed Over Printed Name)	
Date	

Address	LOMBAY SAN JOSE, Palawan Princess City, Palawan
PRC No.	1003142
Validity	03/17/2024
PTR No.	1646576
Date Issued	05/16/2021
Issued at	TIN

INTERIOR	
(Signed And Sealed Over Printed Name)	
Date	

Address	
PRC No.	
Validity	
PTR No.	
Date Issued	
Issued at	TIN

SUPERVISORS OF SPECIALTY WORKS:

ELECTRICAL WORKS	
(Signed And Sealed Over Printed Name)	
Date	

Address	
PRC No.	
Validity	
PTR No.	
Date Issued	
Issued at	TIN

SANITARY WORKS	
(Signed And Sealed Over Printed Name)	
Date	

Address	
PRC No.	
Validity	
PTR No.	
Date Issued	
Issued at	TIN

ELECTRONICS WORKS	
(Signed And Sealed Over Printed Name)	
Date	

Address	
PRC No.	
Validity	
PTR No.	
Date Issued	
Issued at	TIN

MECHANICAL WORKS	
(Signed And Sealed Over Printed Name)	
Date	

Address	
PRC No.	
Validity	
PTR No.	
Date Issued	
Issued at	TIN

PLUMBING WORKS	
(Signed And Sealed Over Printed Name)	
Date	

Address	
PRC No.	
Validity	
PTR No.	
Date Issued	
Issued at	TIN

INTERIOR WORKS	
(Signed And Sealed Over Printed Name)	
Date	

Address	
PRC No.	
Validity	
PTR No.	
Date Issued	
Iss	





Republic of the Philippines
City of PUERTO PRINCESA
Province of PALAWAN



OFFICE OF THE CITY BUILDING OFFICIAL

CERTIFICATE OF FINAL ELECTRICAL INSPECTION/COMPLETION

THIS IS TO CERTIFY THAT FINAL INSPECTION OF THE ELECTRICAL INSTALLATION HAD BEEN CONDUCTED ON THE BUILDING AND/OR PREMISES COVERED BY BUILDING PERMIT NO. _____ ISSUED ON _____ AND THE SAME WERE FOUND COMPLETED IN ACCORDANCE WITH THE APPROVED PLANS AND SPECIFICATIONS ON FILE WITH THE OFFICE OF THE BUILDING OFFICIAL AND IN ACCORDANCE WITH THE PHILIPPINE ELECTRICAL CODE PROVISIONS.

BOX 1 (TO BE ACCOMPISHED BY THE OWNER/APPLICANT DESIGN PROFESSIONAL)

NAME OF OWNER		
ADDRESS		
LOCATION OF INSPECTION		
TYPE OF OCCUPANCY		
<input type="checkbox"/> A. RESIDENTIAL	<input type="checkbox"/> F. INDUSTRIAL	<input type="checkbox"/> J. ACCESSORY
<input type="checkbox"/> B. RESIDENTIAL HOTEL/APARTMENT	<input type="checkbox"/> G. STORAGE & HAZARDOUS	<input type="checkbox"/> K. OTHERS (SPECIFY)
<input type="checkbox"/> C. EDUCATIONAL RECREATION	<input type="checkbox"/> H. ASSEMBLY OR OTHER THAN GROUP I	
<input type="checkbox"/> D. INSTITUTIONAL		
START OF INSTALLATION: _____		DATE OF COMPLETION: _____

BOX 2 (TO BE ACCOMPISHED BY DESIGN PROFESSIONAL)

OUTLETS/DEVICES/EQUIPMENT		
NUMBER OF OUTLETS	NUMBER OF EQUIPMENT/AMIRING DEVICES	
LIGHTS	SPO. COOKING UNIT	TOGGLE SWITCH
CONV. & RECEPTACLE	SPO. WATER HEATER	BELLS/BUZZERS
SPO. AIRCON	SPO. WATER PUMP	PUSH BUTTONS
SUMMARY OF ELECTRICAL LOAD CAPACITIES APPLIED FOR		
TOTAL CONNECTION LOAD	TOTAL TRANSFORMER CAPACITY	TOTAL GENERATOR UPS CAPACITY
KVA	KVA	KVA

BOX 3

PERSON IN CHARGE OF INSTALLATION		
<input type="checkbox"/> PROFESSIONAL ELECTRICAL ENGINEER	<input type="checkbox"/> REGISTERED ELECTRICAL ENGINEER	<input type="checkbox"/> REGISTERED MASTER ELECTRICIAN
(Not Exceeding 500 Volts & 500 KVA)		
NAME	REG. NO.	VALIDITY
SIGNATURE		
ADDRESS		
CTR. NO.	DATE ISSUED	PLACE ISSUED
CTC NO.	DATE ISSUED	PLACE ISSUED

ELECTRICAL CONTRACTOR (200 AMPERES MAIN AND ABOVE)		
NAME	REG. NO.	ELECTRICAL
ADDRESS	VALIDITY	CONTACT NO.

TYPE OF INSTALLATION

TYPE OF WIRING

TYPE OF WIRING

TYPE OF WIRING

TYPE OF WIRING

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CERTIFICATE OF FINAL ELECTRICAL INSPECTION FORMS CAN BE
DOWNLOADED AT <https://ocbo.puertoprincesa.ph/>

CERTIFICATE OF FINAL ELECTRICAL INSPECTION FORM MUST BE FILLED UP
AND MUST BE SIGNED BY BUILDING OWNER, LOT OWNER AND THE PERSON
IN CHARGE OF ELECTRICAL INSTALLATION

BOX 4 (TO BE ACCOMPISHED BY EVALUATION DIVISION)

RECEIVED BY:	DATE
FOUR (4) SETS ELECTRICAL DOCUMENTS	
<input type="checkbox"/> ELECTRICAL PLANS AND SPECIFICATIONS	<input type="checkbox"/> ESTIMATED DATE OF COMPLETION/INSTALLATION/CONSTRUCTION
<input type="checkbox"/> SPECIAL FUTURE AND EQUIPMENT	
<input type="checkbox"/> PROPOSED STARTING DATE OF INSTALLATION	<input type="checkbox"/> OTHERS (Specify)

BOX 5

PROGRESS FLOW				PROCESSED BY:
DATE	IN	DATE	OUT	
	TIME		TIME	
Inspector:				
Fee Pnp:		Contractor:		
Paid under O.R. No.:		Owner / Occupant:		
Date:				

- That the proposed electrical works shall be in accordance with the electrical plans filed with this Office and in conformity with the provision of the latest Philippines Electrical Codes, the National Building Code and its IRR.
- That prior to any electrical installation, the Owner/Permittee shall submit a duly accomplished prescribed Notice of Construction to the Office of the Building Official.
- That for installed electrical capacity of 200 amperes and above at 230 volts nominal and above, a specialty electrical contractor duly licensed by the Philippines Contractors Accreditation Board (PCAB) shall be required.
- That a duly licensed electrical practitioner shall be in-charge of the installation, and that upon completion of the electrical works, he shall submit the entry of the logbook duly signed and sealed to the CBO including as-built plans and other documents. He shall also accomplish the Certificate of Completion stating that the electrical works conform to the provisions of the Philippines Electrical Codes, the National Building Code and its IRR.
- That this permit is null and void unless accompanied by the building permit except for projects involving purely electrical works in which case only the building permit number of the existing building/structure shall be required.
- That a Certificate of Final Electrical Inspection (CFE) shall be secured prior to the actual occupancy of the building.
- That this permit shall be posted at the door or site of work.

RECOMMENDING APPROVAL:

APRIL LADY J. BALAJADIA

REX G. BUNDAC, CE, EnP
City Building Official

OTHER REQUIREMENTS

Additional requirements will be required, depending upon technical evaluation and outcome of site inspection. Below are the common additional requirements :

1. As-built Electrical Plan – if upon inspection, it was found out that the installation was not in accordance with the Approved Electrical Plan.
2. PCAB for occupancy – if the MDP (Main Distribution Panel) capacity of the Electrical System is 200 Amperes and above.
3. If As-built Electrical Plan was required, An Electrical Design Analysis must be submitted if the circuit Main Breaker of the electrical system above 70 Amperes or if it has 2 or more Panel Board.

ELECTRICAL FEES

The following schedule shall be used for computing electrical fees in residential, institutional, commercial and industrial structures:

A. Total Connected Load (kVA)

i.	5 kVA or less	P	200		
ii.	Over 5 kVA to 50 kVA		200	+	P 20.00/kVA
iii.	Over 50 kVA to 300 kVA		1,100.00	+	10.00/kVA
iv.	Over 300 kVA to 1,500 kVA		3,600.00	+	5.00/kVA
v.	Over 1,500 kVA to 6,000 kVA		9,600.00	+	2.50/kVA
vi.	Over 6,000 kVA		20,850.00	+	1.25/kVA

NOTE: Total Connected Load as shown in the load schedule.

B. Total Transformer/Uninterrupted Power Supply (UPS)/Generator Capacity (kVA)

i.	5 kVA or less	P	40		
ii.	Over 5 kVA to 50 kVA		40	+	P 4.00/kVA
iii.	Over 50 kVA to 300 kVA		220	+	2.00/kVA
iv.	Over 300 kVA to 1,500 kVA		720	+	1.00/kVA
v.	Over 1,500 kVA to 6,000 kVA		1,920.00	+	0.50/kVA
vi.	Over 6,000 kVA		4,170.00	+	0.25/kVA

NOTE: Total Transformer/UPS/Generator Capacity shall include all transformer, UPS and generators which are owned/installed by the owner/applicant as shown in the electrical plans and specifications.

C. Pole/Attachment Location Plan Permit

i. Power Supply Pole Location	P 30/pole
ii. Guying Attachment	P 30/attachment

This applies to designs/installations within the premises.

D. Miscellaneous Fees: Electric Meter for union separation, alteration, reconnection or relocation and issuance of Wiring Permit:

Use or Character of Occupancy	Electric Meter	Wiring Permit Issuance
Residential	15.00	15.00
Commercial/Industrial	16.00	16.00
Institutional	17.00	17.00

E. Formula for Computation of Fees

The Total Electrical Fees shall be the sum of Sections 4.a. to 4.d. of this Rule.

F. Forfeiture of Fees

If the electrical work or installation is found not in conformity with the minimum safety requirements provided by the Building Official, the latter and/or their duly authorized representative shall forthwith cancel the permit and the fees thereon shall be forfeited.