



Republic of the Philippines
OFFICE OF THE PRESIDENT
OPTICAL MEDIA BOARD

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**OFFICE OF THE CHAIRMAN AND CEO
MEMORANDUM CIRCULAR No. 2016-002**

TO : ALL CONCERNED

RE : PAYMENT OF CLEARANCE FEES WITH LEGAL SERVICES DIVISION FOR PERMIT APPLICATIONS

WHEREAS, the Optical Media Board (OMB) is the national government agency mandated to regulate the importation, exportation, acquisition, sale or distribution of optical and magnetic media in the Philippines;

WHEREAS, one of the requirements for the issuance of licenses is clearance from the Legal Services Division (LSD) that the former is not subject of a pending administrative, criminal, or civil case, as the case may be;


WHEREAS, the regulatory powers of the OMB covers all activities pertaining to optical and magnetic media, especially in registration and licensing;

WHEREAS, applications for various permits are currently not included among the stages/activities being applied for by a registrant/entity for clearance with the LSD;

NOW, therefore, pursuant to Board Resolution No. 16-04-08, and the powers and functions of the OMB under Sec. 10, subsections (a) and (c) of Republic Act No. 9239, relative to the formulation of policies and granting and/or licenses, the following are hereby promulgated:

LSD CLEARANCE FOR PERMIT APPLICATIONS

1. All persons/entities applying for permit with the OMB shall be required to secure a clearance from the LSD;
2. An LSD Clearance shall be issued upon the filing of a request for verification from the RLD;
3. A request for LSD Clearance shall be assessed an amount of FIFTY PESOS ONLY (Php 50.00), which shall be paid to the OMB Cashier.
4. Effectivity – This circular shall take effect within FIFTEEN (15) days from publication hereof.


Atty. ANSELMO B. ADRIANO
Chair & Chief Executive Officer