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# Overview of the EVOSS System

# HOME PAGE

The **Home page** is the public facing page of EVOSS. It contains links to publicly available information that everyone can access

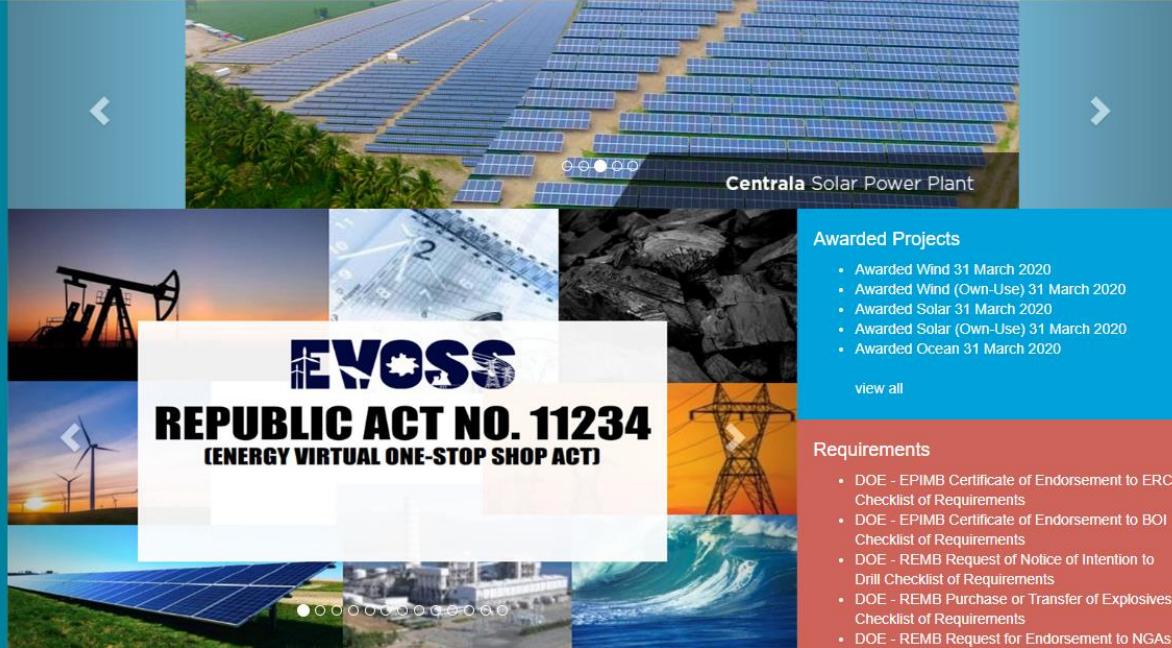
Welcome to **EVOSS**  
ENERGY VIRTUAL ONE-STOP SHOP

AGENCY LOG IN

DEVELOPER LOG IN

CONTACT US

USER GUIDE



**Centrala Solar Power Plant**

**REPUBLIC ACT NO. 11234**  
(ENERGY VIRTUAL ONE-STOP SHOP ACT)

**Awarded Projects**

- Awarded Wind 31 March 2020
- Awarded Wind (Own-Use) 31 March 2020
- Awarded Solar 31 March 2020
- Awarded Solar (Own-Use) 31 March 2020
- Awarded Ocean 31 March 2020

[view all](#)

**Requirements**

- DOE - EPIMB Certificate of Endorsement to ERC Checklist of Requirements
- DOE - EPIMB Certificate of Endorsement to BOI Checklist of Requirements
- DOE - REMB Request of Notice of Intention to Drill Checklist of Requirements
- DOE - REMB Purchase or Transfer of Explosives Checklist of Requirements
- DOE - REMB Request for Endorsement to NGAs and LGUs Checklist of Requirements

[view all](#)

**Downloadable Files**

- DO 2017.04.0005 New Guidelines in the Processing of RE Applications
- PEMC-Feedback Power Certificate
- WESM-Wholesale\_Customer\_Enrolment\_Form
- WESM-SIS Set Info Sheet
- WESM-SIS Guidelines

[view all](#)

**RE Service Contract Process**

**FAQ**

**Mandatory Fees**

- PEMC
- NWRB
- NGCP
- NCIP
- ERC

[view all](#)

**About Us**

**Government Partner Agencies Directory**

**Help**

**Contact Us**



# HOME PAGE

The **Home page** is the public facing page of EVOSS. It contains links to publicly available information that everyone can access

The screenshot shows the EVOSS Home Page layout. At the top is a banner for 'REPUBLIC ACT NO. 11234 (ENERGY VIRTUAL ONE-STOP SHOP ACT)'. Below the banner are sections for 'Awarded Projects', 'Requirements', 'Downloadable Files', 'RE Service Contract Process', and 'Mandatory Fees'. Each section has a 'View all' link at the bottom.

- Awarded Projects**
  - Awarded Wind Projects for Own-Use (as of 30 June 2020)
  - Awarded Wind Projects (as of 30 June 2020)
  - Awarded Solar Projects for Own-Use (as of 30 June 2020)
  - Awarded Solar Projects (as of 30 June 2020)
  - Awarded Ocean Energy Projects (as of 30 June 2020)
- Requirements**
  - DOE - REMB Transition from Pre Development to Development Stage (as of 28Jun2020)
  - DOE - REMB Safety Officer's Permit (as of 28Jun2020)
  - DOE - REMB Revision of Work Program (as of 28Jun2020)
  - DOE - REMB Renewable Energy Contracts under Direct Applications (as of 28Jun2020)
  - DOE - REMB Reinstatement of RE Contract (as of 28Jun2020)
- Downloadable Files**
  - LLDA - Surface Water Permit Application Form (as of 05Nov2019)
  - LLDA - Discharge Permit Application Form (as of 05Nov2019)
  - LLDA - Clearance Application for Development Plan Program Project (as of 05Nov2019)
  - BOC - Application for Accreditation and Registration as Customs Broker (as of 20Apr2020)
- RE Service Contract Process**
- FAQ**
- Mandatory Fees**
  - PEMC
  - NWRB
  - NGCP
  - NCP
  - ERC

This section contains the list of the awarded projects by technology

This section displays the list of the Checklist of Requirements from each agency

This section displays the list of the Mandatory Fees

This section contains files that can be downloaded from EVOSS – forms and reference materials

**NOTE:** To view the complete list per section click "View All" located always at the bottom part per section.

# LOG IN



There are separate log ins for Agencies and Developers. The main difference is the dashboard that the users will see when they log in.

Click the **Developer Log In** to log in as a **designated representative** of a private company

Click **Contact Us** to send a message to the EVOSS team

**NOTE:** To register as a new user; you may contact REMB or EPIMB to request for an account.

# LOG IN

Not secure | evoss.ph/Account/ProponentLogin



Welcome to **EV OSS**  
ENERGY VIRTUAL ONE-STOP SHOP

AGENCY LOG IN

DEVELOPER LOG IN

CONTACT US

USER GUIDE

## Developer Log In

Use a local account to log in.

User Name  Enter your username here

Password  Enter your password here

Remember me?

Log in

**Password Complexity:**

- Passwords must have at least one special character (example: #,@,&)
- Passwords must have at least one digit ("0" – "9")
- Passwords must have at least one lowercase letter ("a" – "z")
- Passwords must have at least one uppercase ("A" – "Z")

About Us      Government Partner Agencies  
Directory      Help      Contact Us

Back to top



# LOG IN

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Sorry, you're not allowed to perform this action.

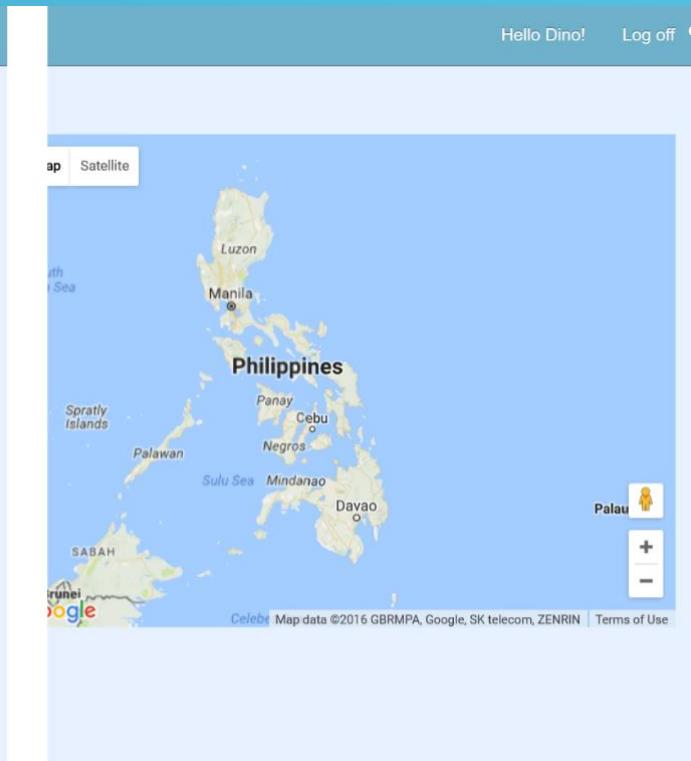
Please contact **evoss.ph@gmail.com** with the following information if you believe this is not correct.

Your user account is currently inactive.

[Back to Home Page](#)

- If you receive this prompt, your account needs to be activated by an administrator

# LOG OFF

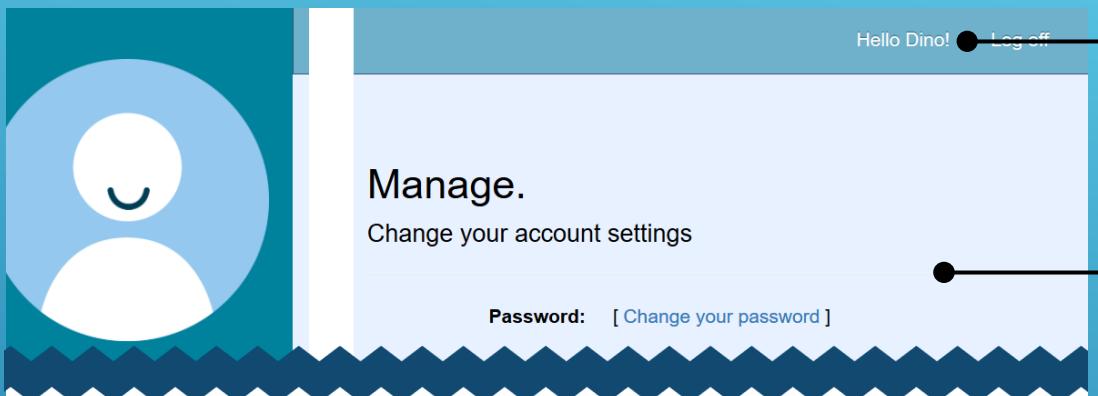


Click here to log off

**Note:**  
Always log-off properly to  
avoid having your  
account locked-out.

Once locked-out, wait  
for **approximately 20min**  
before logging-in again

# CHANGE PASSWORD



Hello Dino! Log off

Click your name beside the Log Off.

Change Password.

Change Password Form

Current password

New password

Confirm new password

Change password

Click here to change your password

Specify your current password

Create a new password

Enter the new password again

## Password Complexity:

- Passwords must have at least one special character (example: #,@,&)
- Passwords must have at least one digit ("0" – "9")
- Passwords must have at least one lowercase letter ("a" – "z")
- Passwords must have at least one uppercase ("A" – "Z")

# CONTACT US

The **Contact Us** page allows users to send messages to the EVOSS team without necessarily having to log in

Contact Us

From

Subject

Description



Submit

Specify your **full name**; this is how the EVOSS team will address you

Specify an **email address** where the EVOSS team can reach you

Specify a **Subject** for the communication

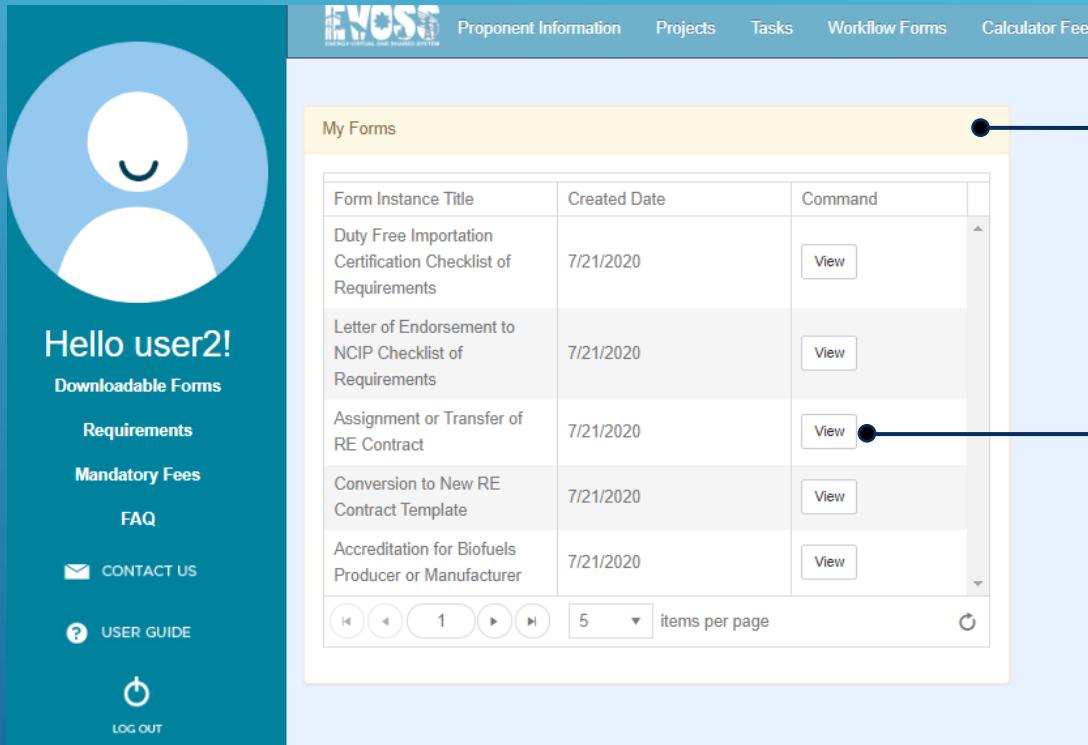
Provide details of the **concern or inquiry**.

Enter the **Captcha code** to verify that you are not a robot

Click **Submit** to send the information to the EVOSS team

# USER DASHBOARD

The dashboard contains an overview of **My Forms** which are the created applications related to the user.



The screenshot shows the EVOSS User Dashboard. On the left, there is a sidebar with a user icon and the greeting "Hello user2!". Below the greeting are links for "Downloadable Forms", "Requirements", "Mandatory Fees", "FAQ", "CONTACT US", "USER GUIDE", and "LOG OUT". The main content area features the EVOSS logo at the top, followed by a navigation bar with links for "Proponent Information", "Projects", "Tasks", "Workflow Forms", and "Calculator Fees". Below the navigation is a grid titled "My Forms" with the following data:

Form Instance Title	Created Date	Command
Duty Free Importation Certification Checklist of Requirements	7/21/2020	<a href="#">View</a>
Letter of Endorsement to NCIP Checklist of Requirements	7/21/2020	<a href="#">View</a>
Assignment or Transfer of RE Contract	7/21/2020	<a href="#">View</a>
Conversion to New RE Contract Template	7/21/2020	<a href="#">View</a>
Accreditation for Biofuels Producer or Manufacturer	7/21/2020	<a href="#">View</a>

At the bottom of the grid, there are navigation buttons for page 1 of 5 items per page.

This grid shows all the applications submitted by the account user.

Click here to view information about the application submitted and the progress of the workflow.

**NOTE:** To be able for the account user to view the **deliverables**, proceed to the **Project List** then select the **Project Name**.

# PROJECT SEARCH PAGE

The page contains all the list of created projects in EVOSS associated to the account user.

Proponent Information Projects Tasks Workflow Forms Fee Calculator

Hello Beverly Christine! Log off

Search Projects

Name

**Search** **Clear Filter**

Results

Name	Proponent Company	Technology	Status	Command
Mainit-Sadanga Geothermal Power Project	Energy Development Corp.	Geothermal	Unknown	<b>Edit</b>
Tanawon Geothermal Power Plant	Bac-man Geothermal, Inc.	Geothermal	Unknown	<b>Edit</b>
Palayan Binary Geothermal Power Plant	Bac-man Geothermal, Inc.	Geothermal	Unknown	<b>Edit</b>
Pasuquin Wind Power Project	Energy Development Corp.	Wind	Unknown	<b>Edit</b>
Ilocos Norte Wind Power Project	Energy Development Corp.	Wind	Unknown	<b>Edit</b>
Amaca Geothermal Power Project	Energy Development Corp.	Geothermal	Under Moratorium / Suspension of Obligations due to Force Majeure	<b>Edit</b>
Burgos Solar Power Project Phase 1 and Phase 2	Energy Development Corp.	Solar	Compliant	<b>Edit</b>
Bogo Solar Power Project	Energy Development Corp.	Solar	Unknown	<b>Edit</b>
Kilada-Matalam Solar Power Project	Energy Development Corp.	Solar	Unknown	<b>Edit</b>
President Roxas Solar Power Project	Energy Development Corp.	Solar	Unknown	<b>Edit</b>
Mt. Zion 2 Geothermal Power Project	Energy Development Corp.	Geothermal	Under Moratorium / Suspension of Obligations due to Force Majeure	<b>Edit</b>
Lakewood Geothermal Prospect	Energy Development Corp.	Geothermal	Approved Relinquishment / Surrender	<b>Edit</b>
Mt. Zion Geothermal Power Project	Energy Development Corp.	Geothermal	Terminated	<b>Edit</b>
Mandalagan Geothermal Prospect	Energy Development Corp.	Geothermal	Terminated	<b>Edit</b>
Ampiro Geothermal Power Project	Energy Development Corp.	Geothermal	Approved Relinquishment / Surrender	<b>Edit</b>
Bacon Manito Geothermal Power Plants	Bac-man Geothermal, Inc.	Geothermal	Compliant	<b>Edit</b>
Tonongan 1 Geothermal Power Plants	Green Core Geothermal, Inc.	Geothermal	Compliant	<b>Edit</b>

# DISPLAY PROJECT

The screenshot shows a project details page for the 'Biliran 2 Geothermal Power Project'. The page is divided into several sections:

- Project Overview:** Displays basic project information such as Name (Biliran 2 Geothermal Power Project), Company Name (Biliran Geothermal, Inc.), Technology (Geothermal), and various dates and capacities.
- Deliverables:** A grid showing deliverables for different agencies. One row is visible for the Geothermal Energy Management Division.
- Remarks:** A grid showing project remarks. One row is visible for Vicencio, Hazel.
- Attachments:** A grid showing attachments related to the project. One row is visible for a PDF file named 'DOE-GSC-2017-03-056.pdf'.

This section shows details about the project.

This grid shows all the deliverables for this project from all agencies.

This grid shows all the remarks.

This contains all the attachments related to the project. Click the file name to download.

# DISPLAY DELIVERABLE

The Display Deliverable page shows information about the deliverable is tied to the project.

Deliverable Status			
Deliverable	Office Name	Days Elapsed Of Total	Office Status
Conversion to New RESC Template	Office of the Department of Energy		In Progress
Display Certificate of Confirmation of Commerciality for HYDRO PROJECT 1			
Deliverable	Certificate of Confirmation of Commerciality	Office Name	Office of the Department of Energy
Project Name	<a href="#">HYDRO PROJECT 1</a>	Office Status	In Progress
Date Received	Jul-22-2020	Days Elapsed	0
Date Started	Jul-22-2020	Date Approved	
Remarks			
Created By	Created Date	Remarks	
<a href="#">0</a>		20	items per page
No items to display			
Deliverable Fees			
Fee Type		Amount	

To view the deliverables associated to the project, click the hyperlink in the project display.

This section shows details about the deliverable.

Click here to view the project information

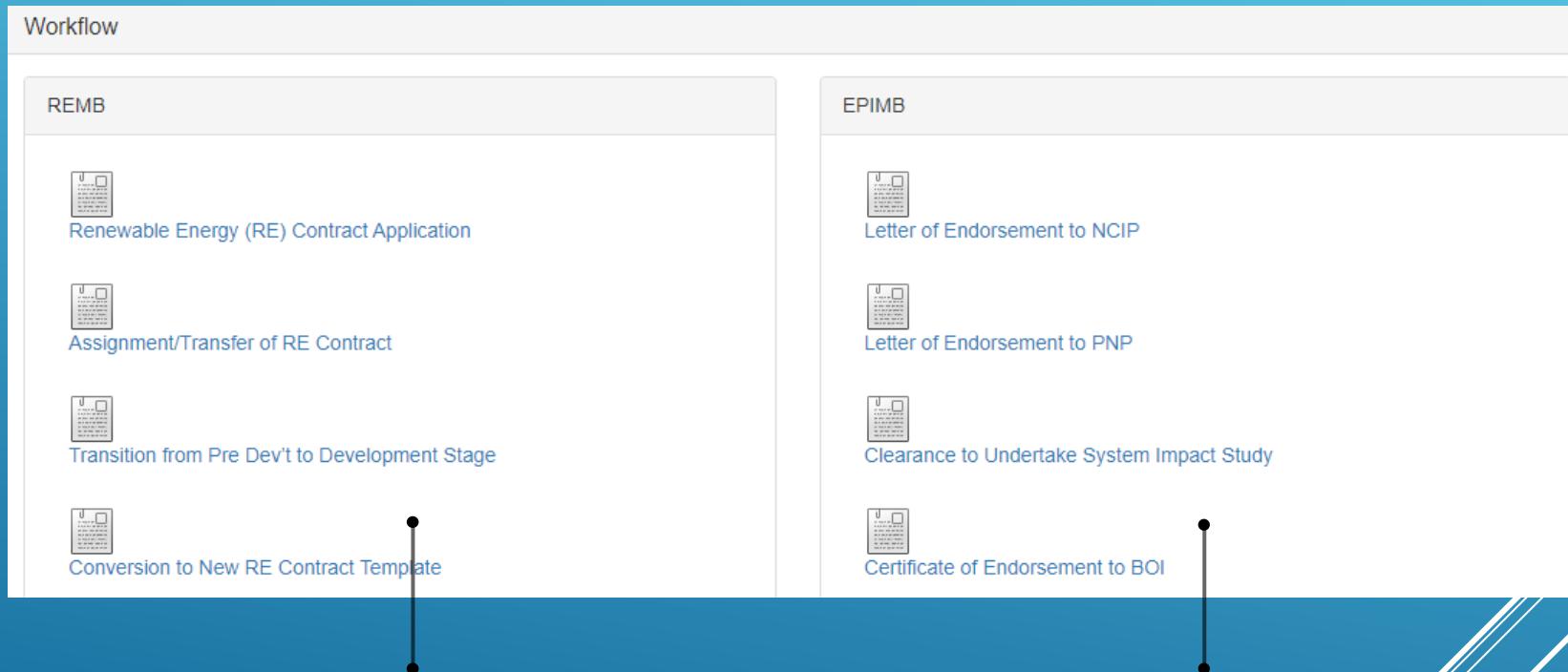
This grid shows all the remarks.

**NOTE:** For the applications submitted online, the status of the deliverables are non-editable by the Agency. Status and dates are automatically filled based on the application workflow.

# WORKFLOW FORMS

The **Workflow Forms** display all the list of application forms that can be submitted through the EVOSS system.

To access the list Click on **Workflow Forms** in the menu.



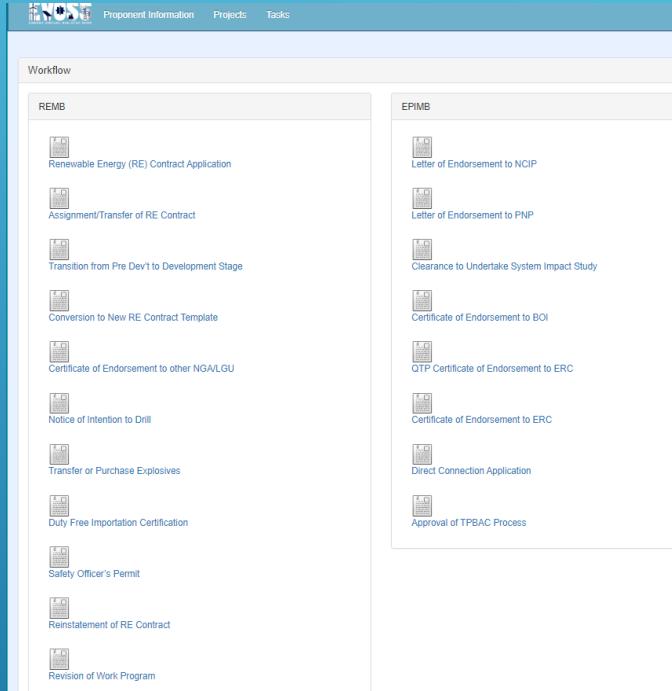
This section shows all the workflows or application forms related to REMB.

This section shows all the workflows or application forms related to EPIMB.

# PROCESSES IN THE EVOSS SYSTEM

## **REMB Processes**

1. RE Contract Application
2. Assignment/Transfer of RE Contract
3. Transition from Pre-Dev to Dev't Stage
4. Conversion to new RE Template
5. Reinstatement of RE Contract
6. Revision of Work Program
7. Endorsement to Other NGAs and LGUs
8. DFIC Certification
9. Safety Officer's Permit
10. Transfer or Purchase of Explosives
11. Notice of Intention to Drill



## **EPIMB Processes**

1. Certificate of Endorsement to ERC
2. Clearance to Undertake SIS
3. Letter of Endorsement to NCIP
4. Letter of Endorsement to PNP
5. Certificate of Endorsement to BOI
6. QTP – Certificate of Endorsement to ERC
7. Direct Connection Approval
8. TPBAC Process Approval

# WORKFLOW APPLICATION

The **Workflow Forms** display all the list of application forms that can be submitted through the EVOSS system.

## Checklist

Create Checklist of Requirements for the LOE to NCIP

CHECKLIST OF REQUIREMENTS		
LETTER OF ENDORSEMENT TO NCIP		
<input checked="" type="checkbox"/>	1. Letter of Request addressed to the EPIMB Director	<input type="button" value="Select files..."/>
<input type="checkbox"/>	2. Copy of the Request Letter addressed to NCIP	<input type="button" value="Select files..."/>
<input type="checkbox"/>	3. Company Profile	<input type="button" value="Select files..."/>
<input type="checkbox"/>	4. Project Background / Description including the following information: a.) Name of the Generating Facility, b.) Gross Capacity, c.) Exact Location, d.) Target Commercial Operation, and e.) Off-taker of the Electricity	<input type="button" value="Select files..."/>
<input type="checkbox"/>	5. Vicinity Map	<input type="button" value="Select files..."/>

Click the box to mark if the required document was attached.

Click the **select files button** to attach the required document/s. This supports multiple files attachment.

**NOTE:** Details on the page vary on the type of application or based on the selected workflow.

# WORKFLOW APPLICATION

The **Workflow Forms** display all the list of application forms that can be submitted through the EVOSS system.

## Form

The **Company Name** that will be in the list are only those associated to the Account User.

PROJECT FACT SHEET

Company Name

Address

Telephone Number

E-mail Address

**Submit**

The **Applicant** needs to fill out the forms based on the application requirements. Upon completion, **click the submit button** to start the workflow.

The Agency will receive a notification and task containing all the details of the application and the attachments.

**NOTE:** Details on the page vary on the type of application or based on selected workflow.

# TASK LIST

This page displays all the tasks that requires action from the end user such as review for completeness, payment, approval, etc.

In the Search bar, type in the key words of the task such as Project Name, Company Name, Application Type and Action.



Select preferred status type;

- **Available** – indicates a new task/submission
- **Open** – indicates the user has to act on the task
- **Done** – indicates that the task is already completed

Search Task

Particulars	Search	Status	All		
HYDRO PROJECT 1 - Aboitiz Power Corp. - Duty Free Importation Certification - Update Processing Fee as Paid	7/21/2020 11:46 PM	7/21/2020 11:47 PM	7/24/2020	Done	<a href="#">View</a>
HYDRO PROJECT 1 - Aboitiz Power Corp. - Assignment/Transfer - Pay the Processing and Application Fees within three (3) working days	7/21/2020 11:22 PM	7/21/2020 11:31 PM	7/24/2020	Done	<a href="#">View</a>

Click to display the entire details of the application.

Action

Select Action

Action Remarks

Logs

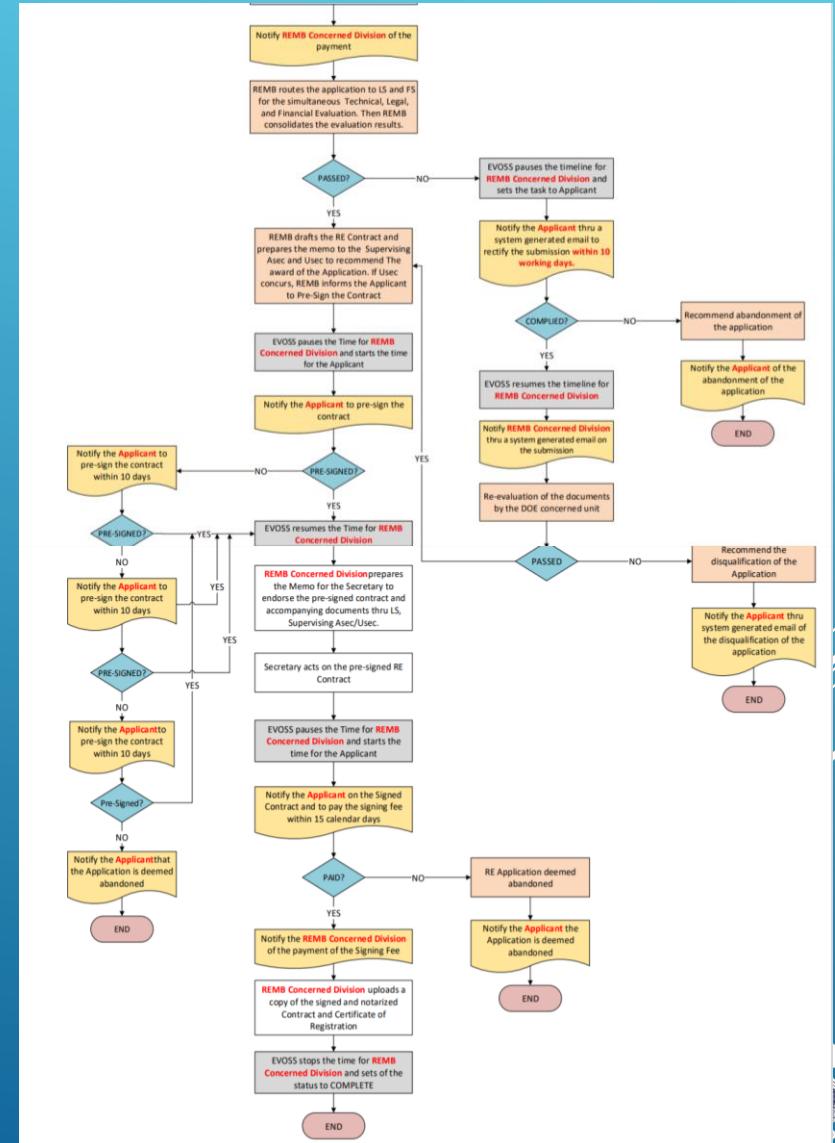
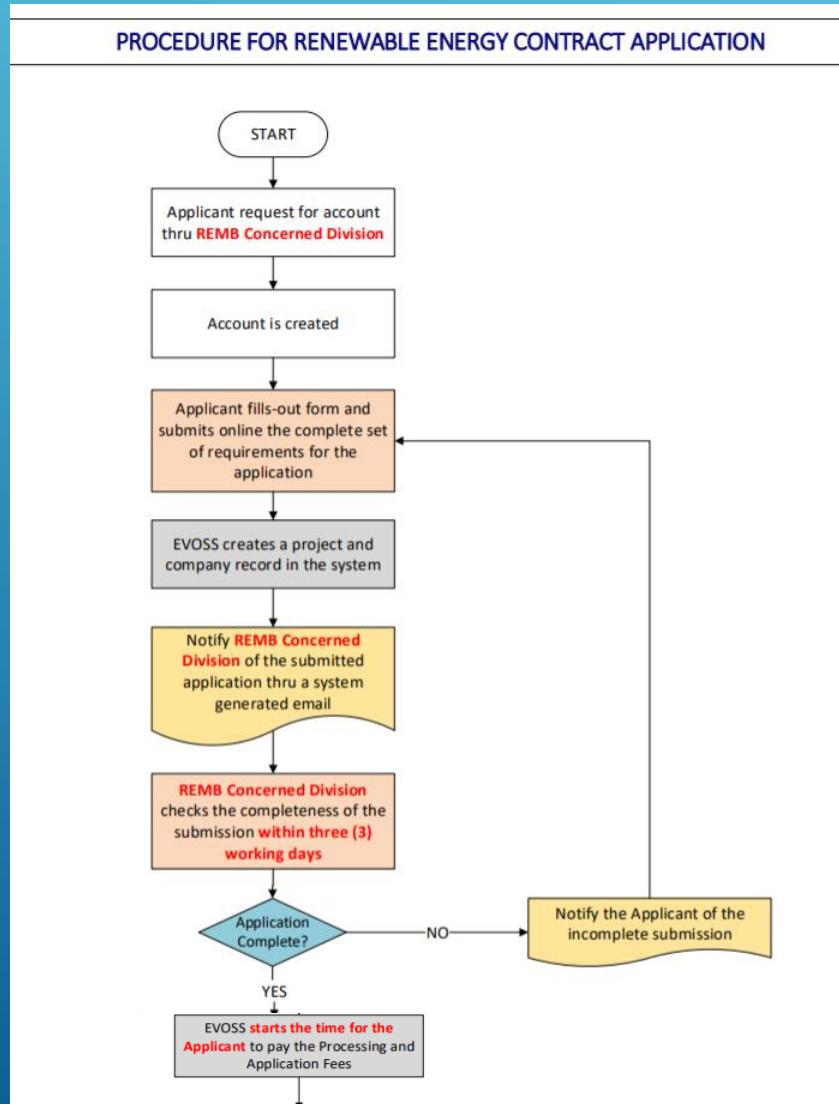
Submit

To complete the task, choose the appropriate action from the dropdown options

In the remarks field indicate the specific action made on the application. The Remarks field is mandatory to complete the action.

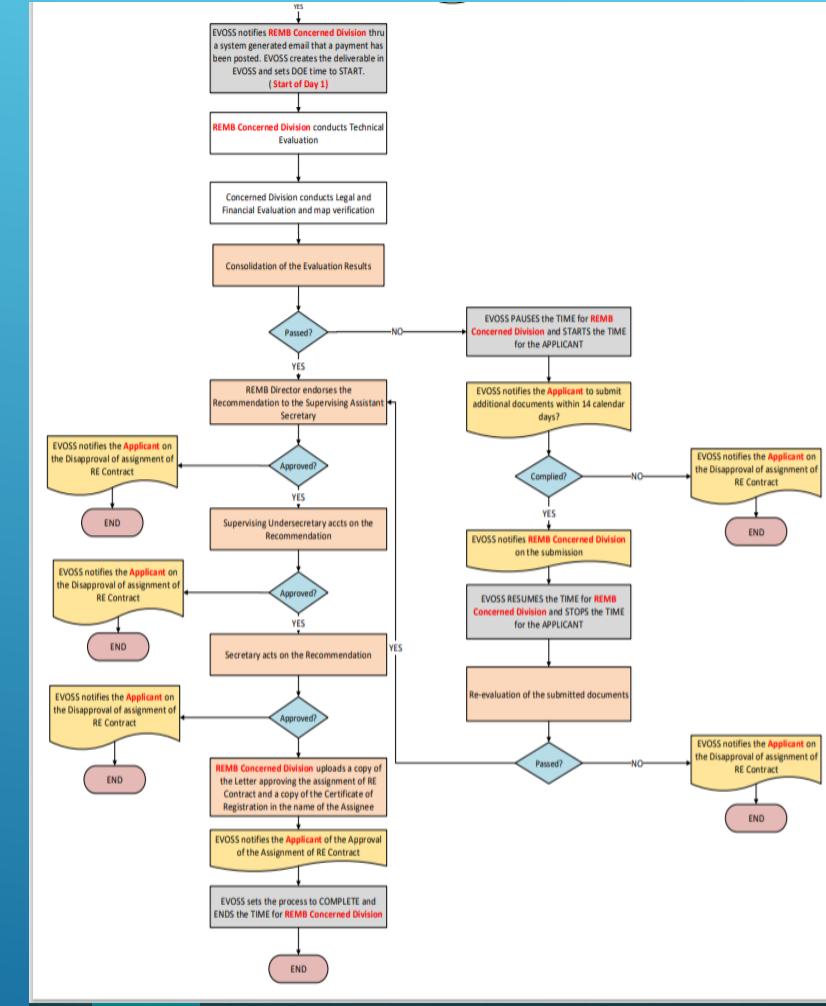
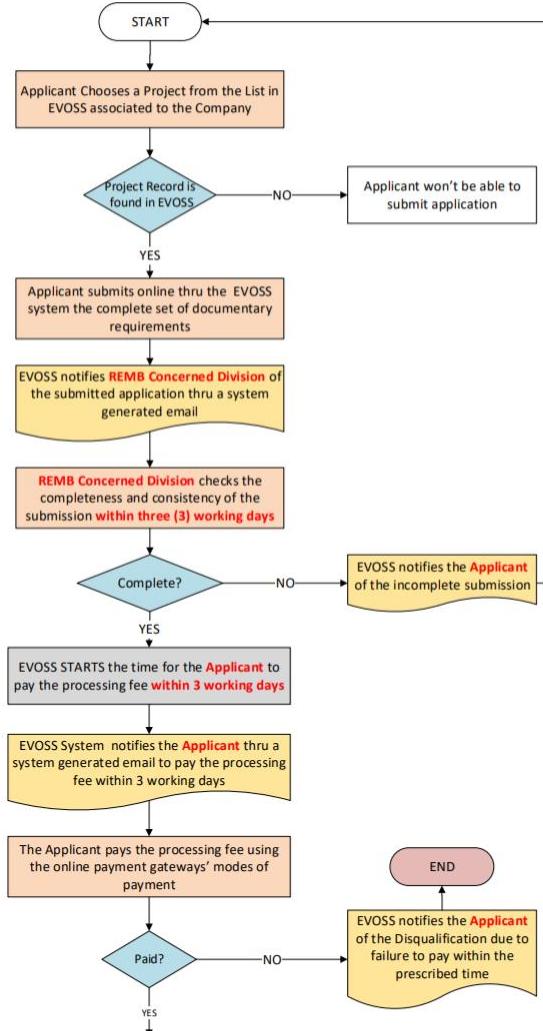
Click the submit button to complete the task.

# PROCESS FLOW FOR RE APPLICATION

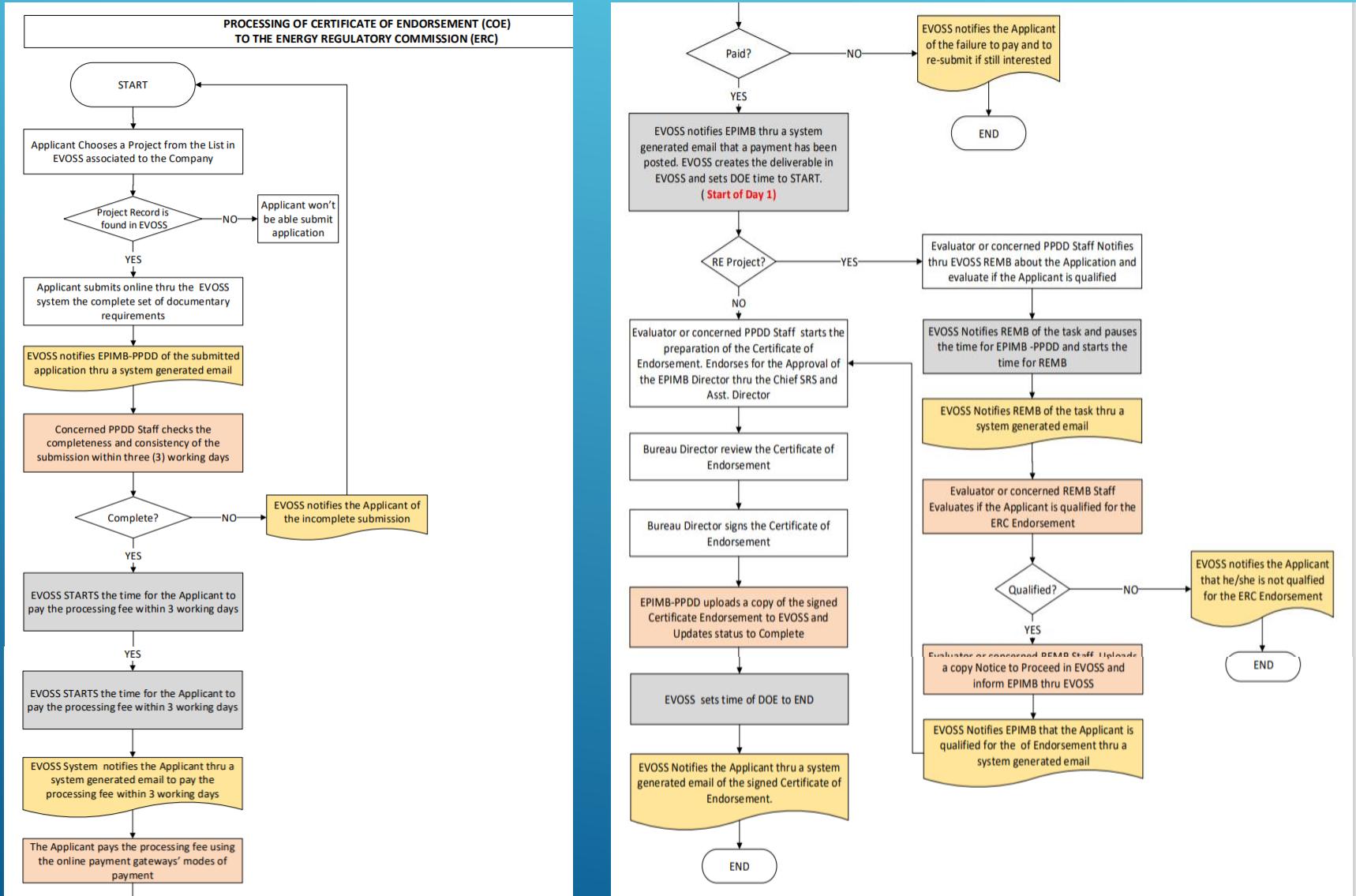


# PROCESS FLOW FOR ASSIGNMENT/TRANSFER OF RE CONTRACT

## PROCESSING OF REQUEST FOR ASSIGNMENT OR TRANSFER OF RE SERVICE CONTRACT



# PROCESS FLOW FOR COE TO ERC



# FEE CALCULATOR

In this page, the Applicant can check the required fees of a deliverable.

Select the deliverable

Select the Type of Fee

Fee Calculator

Deliverable	<input type="text" value="Select Deliverable"/>
Capacity (MW)	<input type="text" value="0.00"/>
Amount	<input type="text" value="0.00"/>
<b>Calculate</b>	
Fee Type	<input type="text"/>
Hectares	<input type="text" value="0.00"/>

Specify the **Capacity (MW)** or **Area in Hectares** based on the project details.

Click on the **Calculate** button to display the required fee for the deliverable.

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# Thank you