



SECURITY CANINE MANAGEMENT DIVISION
APPLICATION FORM (REVISED 2016)

IMPORTANT: FILL UP THE REQUIRED DATA COMPLETELY, ACCURATELY AND LEGIBLY. ALL ENTRIES WILL BE ENCODED IN THE DATABASE SYSTEM OF SOSIA.

BUSINESS PROFILE

Form section for Business Profile including fields for Business Name, Office Address, Company E-mail Address, Contact NR/CP NR, Services Provided, and Nature of Business.

MANAGEMENT PROFILE

Form section for Management Profile including Name of Licensee/Administrator/Director, A. Administration/Operations table, and B. Board of Directors table.

ACCREDITATION PROFILE (For Old Applicant only)

Table for Accreditation Profile with columns: Accreditation Number, Authority and Date Granted, Expiry Date.

CRIMINAL/ADMINISTRATIVE CASE PROFILE

Form section for Criminal/Administrative Case Profile including a question about charges and a table with columns: Nature of Case, Where and When Filed, Disposition.

I HEREBY CERTIFY that all entries I made herein are true and all documents I have attached are genuine and valid to the best of my knowledge.



Licensee/Administrator/Director



LEFT THUMBMARK

RIGHT THUMBMARK

Subscribed and sworn to before me on ___ day of ___, 2020 at ___, Philippines

Notary Public



SCMD APPLICATION RETURN SLIP

Name of Applicant: ___ Contact No. ___ CONTROL NO. ___

This is to acknowledge the receipt of your application for ___ Filed on ___ at ___ AM/ PM.

Please return and claim your approved application on ___ at ___ AM/PM.

Name and Initial of Processor

Documentary requirements for Accreditation of Canine Service Provider

TAB

1. Duly accomplished Form C1 -----	A
2. Bio- data of licensee/owner/partner or Corporate Officer -----	B
3. DTI Certificate of Registration for Single Proprietorship or SEC Certificate of Registration for Partnership or Corporation with Articles of Incorporation & By-Laws-----	C
4. Certificate of Registration from the Bureau of Animal Industry (Original) -----	D
5. Business Permit (Original)-----	E
6. SOSIA Technical Evaluation Team Report with pictorials (Include picture of Tarpaulin, 3x6 feet with PSSP & SOSIA logo -----	F
7. Consultancy Contract with a licensed Veterinarian, duly notarized -----	G
8. NBI Clearance (For new only) -----	H
9. PNP DI Clearance (NCR) PNP or RID Clearance (Region) -----	I
10. Neuro Psychiatric and Drug Test Result -----	J
11. Latest Monthly Disposition Report (MDR) (For renewal only) -----	K

Note: All documentary requirements shall be properly arranged, covered with table of contents in a green long folder for **NEW** and **BLUE** long folder for renewal, with numeric tabbing following the above enumeration.

Approving Authority: Chief, SOSIA

Fees: P10,000.00 for 2 years

Documentary requirements for Accreditation of Canine Training School

TAB

1. Letter Request for Accreditation -----	A
2. Bio-data of Licensee/Owner/Director/Partner or Corporate Officer -----	B
3. DTI Certificate of Registration for Single Proprietorship or SEC Certificate of Registration for Partnership or Corporation with Articles of Incorporation & By-Laws -----	C
4. Inventory of Instructional Materials, Supplies Tools & Equipment for the Training Program -----	D
5. SOSIA Technical Evaluation Team Report with Pictorials -----	E
6. Courses offered/ Program on Instruction/Training Schedules of Training Program -----	F
7. Cost per Training Program -----	G
8. Resume, Transcript of Records, SOSIA License of Training Staff -----	H
9. Business Permit -----	I
10. Consultancy Contract with a licensed Veterinarian, duly notarized -----	J
11. Certificate of Registration from the Bureau of Animal Industry	
12. NBI Clearance – (for new only) -----	K
13. PNP DI Clearance (NCR) PNP or RID Clearance (Region) -----	L
14.. Neuro Psychiatric & Drug Test Result -----	M

Note: All documentary requirements shall be properly arranged, covered with table of contents in a red long folder, with **RED** numeric tabbing following the above enumeration.

Approving Authority: Chief, SOSIA

Fees: P10,000.00 for 2 years