

CHECKLIST OF REQUIREMENTS APPROVAL OF OPERATING AGREEMENT

DOCUMENTS REQUIRED

A. MGB-Registered Operating Agreement / Memorandum of Agreement entered into by and between the Contractor and Operator

B. Requirements for the Contractor/Assignor

1. MGB-registered Secretary's Certificate attesting to a Board Resolution as to the authority of the signatory to the Agreement
2. Certification by the Regional Office as to the Contractor's compliance with the terms and conditions of the Mineral Agreement

C. Requirements for the Operator

1. MGB-registered Secretary's Certificate attesting to a Board Resolution as to the authority of the signatory to the Agreement
2. Certificate of Environmental Management and Community Relations Record (CEMCRR) **or** Certificate of Exemption (COE)
3. For corporation/partnership/association/cooperative: SEC/CDA-certified Certificate of Registration, Articles of Incorporation/ Partnership/Association and By-Laws; **or** a Certification from MGB CO/RO concerned that such documents are duly registered in that Office (note: with minimum authorized capital of ₱10M and paid-up capital of ₱2.5M)
4. Proof of technical competence in the form of:
 - 4.1. Bio-data and track records in mining operations/ environmental management
 - 4.2. Sworn statement of the technical person(s) who will undertake the implementation of the Work Programs **or** employment contract/proof of availed service(s)
5. Proof of financial capability:
 - 5.1 For an individual:
 - 5.1.1 Statement of assets & liabilities duly sworn in accordance with existing laws
 - 5.1.2 Latest Income Tax Return
 - 5.1.3 Credit lines/bank guarantees/deposits of at least ₱2.5 Million
 - 5.2 For corporation/partnership/association/cooperative:
 - 5.2.1 Latest audited Financial Statements
 - 5.2.2 Annual Report for the preceding year
 - 5.2.3 Credit lines/bank guarantees/deposits