



ADVISORY
2024-06-001-SEC

TO : DOWNSTREAM OIL INDUSTRY STAKEHOLDERS AND PARTICIPANTS

SUBJECT : ENFORCEMENT OF FILING FEES PURSUANT TO SECTION 15, RULE 3 OF DOE DEPARTMENT CIRCULAR NO. 2002-07-004 CONCERNING ADMINISTRATIVE ACTIONS INITIATED UNDER DOE DEPARTMENT CIRCULAR NO. DC2022-11-0033

DATE : JUN 11 2024

DOE Department Circular (DC) No. 2002-07-004, also known as the *Rules of Practice and Procedure Before the Department of Energy*, mandates to “govern all pleadings, practice and procedure before the Department in all matters concerning inquiry, investigation, hearing, study and/or any other proceedings conducted by the Department in the performance of its function”.¹

Section 15, Rule 3 of the same DC provides for the collection of filing fees, as follows:

Section 15 Filing Fees. – The Treasury Division of the Administrative Services Unit of the Department shall receive, collect or take the following fees:

- a. For filing a complaint – P10,000.00;
- b. For filing an appeal – P10,000.00;
- c. For certified true copies of any paper, record, judgment – P10.00 per page;
- d. For filing an application for the grant or permit or other form of authorization to construct, install, own, operate and maintain pipeline system to transport energy resources – P10.00 per meter of pipeline.

In this regard, actions initiated via complaint under Part IV and all appeals filed under Part VII of DC No. DC2022-11-0033 or the Rules of Procedure for Administrative Cases in the Downstream Oil Industry are required to pay a filing fee of P10,000.00, in compliance with the abovementioned directive.

Please be guided accordingly.


RAPHAEL P.M. LOTILLA
Secretary



¹ Section 3, Rule 1 of DOE Department Circular No. 2002-07-004.