**Republic of the Philippines**

**DEPARTMENT OF ENERGY**

Energy Center, Rizal Drive corner 34th Street

Bonifacio Global City, Taguig City

Metro Manilla

**REQUIREMENTS FOR EVOSS REGISTRATION**

1. **Submission of a Formal Request Letter to the REMB Director:** The letter should contain the following details:
2. Name
3. Designation
4. Email Address
5. Mobile Number(s)
6. Company Telefax Number
7. Company Address
8. **Provision of a Duly Signed Secretary Certificate:** This document should authorize the designated individuals for the use of the EVOSS account.

***Note:*** *All required documents should be submitted electronically via email. Please use the subject line format:* ***[EVOSS Registration] <Company Name> - <Type of Renewable Energy Resources Applying For>****.*

*Send the email to* ***remb9513@doe.gov.ph*** *and copy (cc) the relevant REMB Division based on your area of focus:*

* Biomass Energy Management Division (BEMD): bemd@doe.gov.ph
* Geothermal Energy Management Division (GEMD): remb\_gemd@doe.gov.ph
* Hydropower and Ocean Energy Management Division (HOEMD): remb.hoemd@doe.gov.ph
* Solar and Wind Energy Management Division (SWEMD): swemd.remb@doe.gov.ph