



## **IMPLEMENTING GUIDELINES ON THE OBLIGATIONS OF ELECTRIC VEHICLE CHARGING STATION (EVCS) PROVIDERS, AND EVCS REQUIREMENTS, SPECIFICATIONS AND INTERCONNECTIVITY**

Pursuant to Section 7 (f) of the Republic Act 11697 otherwise known as the “Electric Vehicle Industry Development Act (EVIDA)” and Sections 16 to 18, Rule IV of Department Circular No. DC2023-05-0011 otherwise known as the “EVCS Providers Accreditation and EVCS Registration Guidelines,” this Implementing Guidelines (IG) on Obligation of EVCS Providers, EVCS Requirements, Specification and Interconnectivity (ORSI) is hereby issued for the information, guidance and compliance by all EVCS Providers and concerned stakeholders.

### **1. Scope**

This IG shall cover all EVCS Providers and EVCS that are required to be accredited and registered under Sections 4 and 11 of the EVCS Providers Accreditation and EVCS Registration Guidelines.

### **2. Obligation of EVCS Providers**

EVCS Providers shall comply with the following to ensure proper operation, safety, and accessibility of EVCS:

- 2.1 In compliance with Section 10.1 of DC2023-05-0011, the securing of a valid and appropriate EVCS Provider Accreditation Certificate shall be required for the following:
  - 2.1.1 Mobile EVCS Provider which operates an EVCS either EVCS Mode 2, EVCS Mode 3, EVCS Mode 4, or Battery Swapping Station (BSS), that is mounted on an EV powered by any fuel sources such as but not limited to energy storage device/s, renewable energy sources, or a combination thereof, and can be deployed at various locations for a fee shall be considered EVCS Provider – Operator and shall comply with the requirements in Annex A of this IG.
  - 2.1.2 Mobile EVCS Hub which operates a facility at a designated fixed location exclusively for the use of Mobile EVCS Provider for recharging, performing maintenance, and station when not in operation shall be considered as EVCS Provider – Operator and shall comply with the requirements in Annex A of this IG.
  - 2.1.3 EVCS Provider – Service Communication (ESC) which facilitates the communication between EV users and one or multiple EVCS operated by EVCS Provider – Operators through a centralized cloud-based software solution or platform to provide interoperability between EV and EVCS, and among EVCS networks using mobile applications, web portal, or other access methods to support EVCS use and payment schemes shall be considered as EVCS Provider-Service and shall comply with the requirements in Annex B of this IG.

- 2.2 To ensure compliance with Sections 10.2 and 10.3 of DC2023-05-0011, EVCS Providers shall submit all required documents to the EV Industry Portal and authorize access to these submissions by relevant national government agencies, local government units (LGUs), and distribution utilities (DUs). This includes but is not limited to, permits, licenses, and certifications necessary for the operation of the EVCS, as well as any documents pertaining to compliance with applicable laws, regulations, and standards.
- 2.3 Proof of compliance with Sections 10.3 and 10.4 of DC2023-05-0011, shall be submitted annually through the EV Industry Portal. In case the business permit is valid for less than one (1) year, proof of business permit renewal shall be submitted within one (1) month following the expiration of the current permit.
- 2.4 Enforcement Monitoring, inspection, and verification (EMV) of EVCS Provider and EVCS shall observe the process outlined in Section 6 of this IG.
- 2.5 The submission of records of activities, reports related to changes in administration, operation, and management as EVCS Provider, and annual reportorial requirements, pursuant to Sections 10.6, 10.7, and 10.9 of DC2023-05-0011, shall be made through the EV Industry Portal.

Records of activities not being submitted to the EV Industry Portal shall be maintained for a period of three (3) years and shall be made available during inspection and/or reproduction upon request by the Energy Utilization Management Bureau – Electric Vehicle Industry Management Division (EUMB-EVIMD).

Any records of activities that are required but not previously submitted to the EV Industry Portal must be submitted and fully complied with within one (1) month from the date of inspection by the EUMB-EVIMD.

- 2.6 Displays of sufficient information and guides within the EVCS area, pursuant to Section 10.8 of DC2023-05-0011, shall comply with the checklist of requirements provided in Annexes C and D of this IG.
- 2.7 Additional requirements for the EV Industry Portal not included in this IG will be issued by the EUMB through a separate IG.

### **3. EVCS Specification and Installation Requirements**

- 3.1 EVCS Mode 1 shall be strictly prohibited to be installed, operated, and shared with the general public or any defined group of individuals except those that are used for LEVs; *Provided, That* it should have an additional fire protection system such as but not limited to a minimum of 3 kg (~6.6 lbs.) ABC dry powder fire extinguishers for flammable liquids and electrical equipment, or a fire hose cabinet that is available at the EVCS location.
- 3.2 EVCS Mode 2 and Mode 3 shall adopt the minimum specification of classified Type 2 connector as specified in PNS IEC 62196, in addition to any other connectors that will be installed.
- 3.3 EVCS Mode 4 shall be allowed to install and operate indoors and adopt the minimum specification of classified configuration FF connector (CCS Combo 2) as specified in PNS IEC 62196 in addition to any other connectors that will be installed.



3.4 EVCS shall comply with the minimum fire prevention and detection system, and safety requirements as follows:

Requirements	EVCS Compliance	
	For indoor or enclosed spaces	For outdoor or open spaces
3.4.1 Have adequate and operational fire protection and alarm systems with at least heat/smoke alarms, and either a fire suppression blanket, or a fire sprinkler, or a minimum of 6 kg (~15 lbs.) ABC dry powder fire extinguishers for flammable liquids and electrical equipment for every two (2) units of EV charging equipment, or a fire hose cabinet.	✓	Except heat/smoke alarm
3.4.2 Allowed to one (1) level below ground only and placed optimally to provide ease of access for firefighters to reach and perform effective manual firefighting within less than three (3) minutes.	✓	Not applicable
3.4.3 Charging equipment should be located on a raised island with a minimum height of 100 mm and should be protected against impact damage by kerbs, bollards, or metal barriers.	✓	✓
3.4.4 Properly trained attendant to handle vehicle fires using fire extinguishers or a vehicle fire blanket for initial response.	✓	✓
3.4.5 EVCS without attendant shall have a closed-circuit television (CCTV) system monitoring of the EVCS service area. The CCTV system shall have a thermal imaging capability, integrated with the fire detection and alarm system of the EVCS, and shall remain operational throughout EVCS operating hours to ensure an immediate response in case of emergencies or fire.	✓	✓ (with thermal imaging is optional)
3.4.6 Adapter connectors shall be prohibited for general use unless provided with both manufacturer's certification for safe use and EVCS Provider's clearance for use in their operated CUCS.	✓	✓
3.4.7 Minimum ingress protection (IP) rating shall be adopted for EVCS Modes 2, 3, and 4 to provide a protection against solid foreign objects/dust and water that may cause electric shock and abnormal operation of the EVCS.	IP41	IP54
3.4.8 Minimum IP rating for BSS shall be adopted for its enclosures providing protections against access to hazardous parts.	IP21C	IP44C

Requirements	EVCS Compliance	
	<i>For indoor or enclosed spaces</i>	<i>For outdoor or open spaces</i>
3.4.9 Minimum IP rating for BSS shall be adopted for its couplers located outside enclosures containing hazardous live parts.	<i>IP21B</i>	<i>IP44B</i>
3.4.10 EVCS shall be installed with a separate meter or sub-meter to allow for monitoring of the EVCS consumption.	✓	✓

- 3.5 BSS shall have rigid, properly fitted structural elements to prevent batteries from falling from the storage compartment. Structural supports shall be securely anchored to the ground or wall to prevent collapse due to battery weight, impacts, or external vibrations.
- 3.6 The EVCS service area, with more than one charging point, shall ensure the following measures to provide ease of access to senior citizens and persons with disabilities (PWD):
- 3.7.1 Priority access to charging at EVCS with designated charging slots/area for senior citizens and PWDs;
  - 3.7.2 Availability of assistance services (i.e., mobile applications, markings, and symbols, etc.) in the use of EVCS to aid senior citizens and PWDs with the charging process, when necessary; and
  - 3.7.3 Compliance with the provisions of the Accessibility Law (BP 344) to accommodate the mobility aids of senior citizens and PWDs, when applicable.

#### 4. Registration of EVCS

All Mobile EVCS Providers and Mobile EVCS Hubs shall comply with the registration requirements outlined in Section 12 of DC2023-05-0011. All EVCS shall be registered per location through the EV Industry Portal prior to operation and utilization and shall comply with the checklist of requirements provided in Annex E of this IG.

#### 5. EVCS Interconnectivity

Pursuant to Section 18 of DC2023-05-0011, all CUCS shall adopt the following protocol to enable EV users to access the functionalities of the EVCS, ensuring centralized data, interoperability, and facilitating communication between EVCS and EVCS Provider-Operators.

- 5.1 Equipped with an internet connection with a minimum bandwidth of 5mbps for EVCS Modes 2 and 3, and 10mbps for EVCS Mode 4 considering the concurrent usage by multiple users to ensure reliable connectivity, seamless data transmission, and efficient system operation.



- 5.2 Communication protocol for the EVCS and EVCS Provider-Operators shall be adopted to facilitate the connection to the EV Industry Portal, providing consolidated public data and information on the EVCS:
- 5.2.1 Open Charge Point Interface (OCPI) Protocol for the communication between charging networks and roaming platforms or other systems (i.e., service platforms) that will provide EVCS information, including real-time status, availability, session booking schedules, charging fees, and billing across different networks.
  - 5.2.2 Open Charge Point Protocol (OCPP) for the communication between EVCS and EVCS Provider Operator's management system that manages the operation and access to EVCS, firmware updates, monitoring, diagnostics, and status reporting.
- 5.3 Connection to the EV Industry Portal through an API that shall be provided by the EUMB for the purpose of transferring real-time data. The API key shall be secured to ensure the confidentiality, integrity, and availability of the data such as but not limited to:
- 5.3.1 EVCS operational status and availability (e.g., in-use, free, or out of service);
  - 5.3.2 EVCS Location;
  - 5.3.3 EVCS Mode;
  - 5.3.4 Charging fee;
  - 5.3.5 Charging Protocol;
  - 5.3.6 Operating time;
  - 5.3.7 Payment method;
  - 5.3.8 Photos of the EVCS;
  - 5.3.9 Energy consumption;
  - 5.3.10 Restrictions on the use of the EVCS, if any; and
  - 5.3.11 Hotline number for immediate assistance in case of emergencies.
- 5.4 Streamlined billing and payment systems to ensure accurate and efficient transaction processing;
- 5.5 Immediate notification to the DOE through EUMB of any suspected or confirmed security breaches or unauthorized access involving the API key. The DOE through EUMB shall rotate the necessary API keys to further manage the security of the EV Industry Portal;
- 5.6 The DOE through EUMB shall ensure the security and confidentiality of all data and information that will be submitted in the EV Industry Portal in compliance with the provisions and requirements under the Data Privacy Act of 2012.

## 6. Enforcement, Monitoring, Inspection, and Verification (EMV)

The following shall be observed for EMV Activities that will be conducted by the EVCS Monitoring Team under this IG:

- 6.1 **Approval of EMV Activity.** The EUMB Director shall approve the coverage of the EMV Activity (i.e., EVCS area: municipality/city/region) submitted by EUMB-EVIMD and shall issue a Memorandum Order to the EVCS Monitoring Team. The Memorandum Order shall contain the names of the EVCS Monitoring Team Conducting the EMV Activity, the municipality/city/region where the EVCS is located, and the schedule of the EMV Activity, among others.
- 6.2 **Conduct of EMV Activity.** The EVCS Monitoring Team shall conduct the EMV within the operating hours of the EVCS. The EVCS Monitoring Team shall complete the inspection on the date/s indicated in the Memorandum Order.

The EUMB-EVIMD Monitoring Team shall proceed with the scheduled inspection of an EVCS covered by the Memorandum Order notwithstanding the following:

1. Absence of stationed attendant in the EVCS location; and
2. EVCS Provider's refusal to allow access to records, whether indicated in the Memorandum Order or requested during the conduct of the EMV.

The EVCS Monitoring Team shall provide the EMV Activity Checklist and Report the details of the inspection of any relevant information shared by the stationed attendant during the EMV. The EVCS Monitoring Team shall indicate that the EMV proceeded based on available or preliminary data on the EVCS and the results of any interview of any stationed attendant or authorized representative of the EVCS Provider.

Inspection shall be completed within a reasonable period, which will cover the following activities:

1. Validation of EVCS Provider Accreditation and EVCS Registration Certificates;
  2. Validation of EVCS Provider – EVCS monitoring reports;
  3. Assessment of the EVCS installation and operational requirements (or other similar framework); and
  4. Validation of the EVCS compliance.
- 6.3 **Conclusion of EMV Activity.** Following the conclusion of the EMV, the EVCS Monitoring Team shall transmit the written results of the EMV activity to the EVCS Provider within twenty (20) working days. The written result may provide the EVCS Provider's compliance or a Show Cause Order to address any finding of non-compliance.

The process for the conduct of EMV Activity shall follow the procedures stated in Annex C of this IG. The EUMB may issue advisories for the effective and efficient implementation of this IG.



## 7. Monitoring Team

- 7.1 To conduct the EMV Activity of the EVCS, the EVCS Monitoring Team shall be composed of representatives from the following DOE units:

**Team Lead:** EUMB-EVIMD

**Members:** Legal Services

Financial Services

Luzon Field Office (LFO)

Visayas Field Office (VFO)

Mindanao Field Office (MFO)

- 7.2 The responsibility of the EVCS Monitoring Team shall be observed as follows:

7.2.1 Comply with the EMV Activity process under Section 5 of this IG;

7.2.2 Evaluate the EVCS compliance with the requirements provided under the DC2023-05-0011 and this IG;

7.2.3 Verify EVCS Provider and EVCS records, reports, and other documents related to compliance with its obligations under the DC2023-05-0011 and other relevant issuances;

7.2.4 Submit the EMV Activity Checklist and Report to the EUMB Director within seven (7) working days from the conclusion of the EMV Activity of EVCS Provider and/or EVCS with an endorsement for the issuance of a written compliance or Show Cause Order to the EVCS Provider;

7.2.5 Recommend to the EUMB Director the endorsement of administrative proceedings against an EVCS Provider for non-compliance with the Show Cause Order; and

7.2.6 Prepare feedback on the conducted inspections.

## 8. Administrative Proceedings

The administrative proceedings arising from the EMV Activity may be initiated by the transmittal of the EUMB Director to the DOE-Legal Services of the Memorandum Order, and EMV Activity Checklist and Report, and all supporting documents of an EVCS Provider and EVCS for non-compliance with the Show Cause Order within seven (7) working days from the expiration of the period indicated in the Show Cause Order.

The DOE may initiate, *motu proprio*, an administrative proceeding against any person or entity who commits any of the prohibited acts under the EVIDA, EVIDA-IRR, the DC2023-05-0011 and any of its subsequent issuances pursuant to the prevailing rules of procedure for administrative cases before the DOE for violations of the EVIDA.



## 9. Confidentiality Clause

All submitted information and data shall be treated with utmost confidentiality and can only be used for monitoring, planning, and policy development of the DOE and other activities geared towards the continued implementation of the EVIDA. No information and data shall be used for profit in any form.

## 10. Transitory Clause

All EVCS Providers are given one hundred eighty (180) days from the effectivity of this IG to comply with the provisions hereof.

## 11. Repealing Clause

The provisions of other circulars, orders, issuances, rules, and regulations, which are inconsistent with the provisions of this IG are hereby repealed, amended, modified, or superseded accordingly.

## 12. Separability Clause

If for any reason, any section or provision of this IG is declared unconstitutional or invalid, such parts not affected shall remain in full force and effect.

## 13. Effectivity

This IG shall take effect fifteen (15) days after its publication in at least two (2) newspapers of general circulation or the Official Gazette. Copy of this IG shall be filed with the University of the Philippines Law Center – Office of the National Administrative Register.

Issued at Energy Center, Bonifacio Global City, Taguig City.

  
**PATRICK T. AQUINO, CESO III**  
Director, Energy Utilization Management Bureau (EUMB)



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**Energy Utilization Management Bureau  
Quality Management System**

**MOBILE EVCS PROVIDER AND MOBILE  
EVCS HUB CHECKLIST OF  
REQUIREMENTS  
(ANNEX A)**

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Mobile EVCS Provider and Mobile EVCS Hub shall submit the following checklist of requirements through the EV Industry Portal:

1. Duly accomplished application form (Annex A of DC2023-05-0011);
2. Registration Certificate from SEC, DTI or CDA;
3. Detailed information of the office/area of operation:
  - i. Office address/Area of operation/location;
  - ii. Hotline contact number;
  - iii. Email address; and
  - iv. Organizational chart including the name and position of officers.

✓



**Energy Utilization Management Bureau  
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**EVCS PROVIDER – SERVICE  
COMMUNICATION (ESC) CHECKLIST OF  
REQUIREMENTS  
(ANNEX B)**

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EVCS Provider – Service Communication (ESC) shall submit the following checklist of requirements through the EV Industry Portal:

1. Duly accomplished application form with Undertaking/Warranty, minimum warranty of twelve (12) months (Annex A of DC2023-05-0011);
2. Registration Certificate from SEC, DTI or CDA;
3. Detailed information of the office/area of operation:
  - i. Office address/Area of operation/location;
  - ii. Hotline contact number;
  - iii. Email address;
  - iv. Organizational chart including the name and position of officers; and
  - v. Other information that may be requested by the EUMB, as applicable, such as but not limited to:
    - a. EVCS and EVCS Provider count compliance per location;
    - b. Number of covered/connected EVCS Provider/s;
    - c. Realtime EVCS status; and
    - d. EVCS Charging fee.





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## ON-SITE INSPECTION PROCESS

The DOE shall observe the following procedures in the conduct of EMV Activity:

### 1. EMV Activity

The Memorandum Order shall be signed by the EUMB-Director and include the following details:

- Inclusive dates of the EMV Activity;
- Coverage (Municipality/City/Region) of the EMV Activity;
- Names of the representatives from the Monitoring Team; and
- Duration of the on-site inspection.

### 2. Conduct of On-Site Inspection

- At least two (2) members of the EVCS Monitoring Team will be present during the on-site inspection. Members of the EVCS Monitoring Team are expected to be in the DOE Field Uniform and must present the following items to the EVCS Provider at the beginning of the on-site inspection:
  - Memorandum Order duly signed by the EUMB Director; and
  - DOE ID.
- In the event of a refusal by the EVCS Provider, the EVCS Monitoring Team will document the details/reasons for the refusal in the on-site inspection report.
- EVCS Provider are required to prepare and present the following Annexes of DC2023-05-0011 to the EVCS Monitoring Team during the on-site inspection. Provided, That the documents that are required by the EV Industry Portal were not submitted:
  - Annex C – List of Services Provided (EVCS Provider – Service);
  - Annex D – List of EVCS and Parts/Components for Sale (EVCS Provider – Supplier); and
  - Annex G – Monitoring and Operation Report Form (EVCS Providers).
- Should the EVCS Provider fail to comply with the submission and present the reportorial requirements under Section 15 of DC2023-05-0011, the EVCS Monitoring Team will record the non-compliance of the EVCS Provider in the on-site inspection report.
- The EVCS Monitoring Team shall conduct the on-site inspection within office hours and/or during the operations of the EVCS. Inspections are to be completed within a reasonable period, covering the following activities:
  - Validation of EVCS Provider Accreditation Certificate and EVCS Registration Certificate;
  - Validation of EVCS Provider – EVCS monitoring reports;



**Energy Utilization Management Bureau  
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**ENFORCEMENT, MONITORING,  
INSPECTION, AND VERIFICATION (EMV)  
ACTIVITY CHECKLIST AND REPORT  
(ANNEX C)**

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- c. Assessment of the EVCS installation and operational requirements (or other similar framework); and
- d. Validation of the EVCS compliance.

**3. Results**

- i. An EMV Activity Checklist Report will be prepared by the EVCS Monitoring Team upon returning to the DOE Central Office. The EVCS Monitoring Team shall also prepare a report for the EVCS Provider and EVCS, which shall include details on the EVCS Provider's compliance, a recommendation for the issuance of a Show Cause Order to address any non-compliance, and/or information on the alleged commission of prohibited act/s under the DC22023-05-0011 and this IG. A recommendation for improved compliance with the EVCS Provider obligations may also be included in the Show Cause Order.
- ii. The EVCS Provider shall receive the record of the on-site inspection twenty (20) working days following the team's return to the DOE Central Office.

**4. End of the Activity**

- i. The EVCS Monitoring Team shall evaluate the EVCS Provider's response to the Show Cause Order within twenty (20) working days from its receipt. A written confirmation will be sent to the EVCS Provider if its responses satisfactorily address the issues raised in the Show Cause Order, or the EVCS Monitoring Team may recommend that the EUMB Director initiate administrative proceedings.
- ii. The EUMB Director shall transmit to the DOE-LS the EMV Activity Checklist and report, and all supporting documents of an EVCS Provider for non-compliance with the Show Cause Order within seven (7) working days following the expiration of the period indicated in the Show Cause Order.





Energy Utilization Management Bureau  
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ENFORCEMENT, MONITORING,  
INSPECTION, AND VERIFICATION (EMV)  
ACTIVITY CHECKLIST AND REPORT  
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EVCS INSPECTION REPORT (page 1)



Republic of the Philippines  
DEPARTMENT OF ENERGY  
Energy Utilization Management Bureau



ENERGY UTILIZATION MANAGEMENT BUREAU (EUMB)  
Electric Vehicle Industry Management Division (EVIMD)  
Electric Vehicle Charging Station (EVCS) Inspection Report

Date of On Site Inspection: \_\_\_\_\_  
Name of EVCS Provider: \_\_\_\_\_  
Address: \_\_\_\_\_  
Contact Number: \_\_\_\_\_  
E mail Address: \_\_\_\_\_

Compliance Rating
Total % compliance

DC2023-05-0011 REQUIREMENTS FOR IMPLEMENTATION		Means of Verification	Compliant	Non-Compliant	Reason if N/A and Other Remarks
1. INSTITUTIONALIZATION OF ELECTRIC VEHICLE CHARGING STATION (EVCS) INFRASTRUCTURE					
1.1	Valid EVCS Provider Accreditation Certificate	EV Industry Portal Issuance	<input type="checkbox"/>	<input type="checkbox"/>	
1.2	Valid EVCS Registration Certificate	EV Industry Portal Issuance	<input type="checkbox"/>	<input type="checkbox"/>	
1.3	Number of declared charging points at the registered location	EV Industry Portal on-site validation (Identification/Serial No.)	<input type="checkbox"/>	<input type="checkbox"/>	
2. EVCS NETWORK SYSTEM REQUIREMENTS					
2.1	Location (longitude and latitude location)	Physical Inspection/Inventories/ Observation/ Interviews	<input type="checkbox"/>	<input type="checkbox"/>	
2.2	EVCS Provider — Operator Name		<input type="checkbox"/>	<input type="checkbox"/>	
2.3	EVCS identification (i.e., serial number, model)		<input type="checkbox"/>	<input type="checkbox"/>	
2.4	EVCS connector (Type 2 and/or CCS 2 Combo)		<input type="checkbox"/>	<input type="checkbox"/>	
2.5	EVCS classification		<input type="checkbox"/>	<input type="checkbox"/>	
2.6	Status and properties of the charging station		<input type="checkbox"/>	<input type="checkbox"/>	
2.7	Rated power capacity (kW)		<input type="checkbox"/>	<input type="checkbox"/>	
2.8	Rated voltage (V)		<input type="checkbox"/>	<input type="checkbox"/>	
2.9	Rated Current (A)		<input type="checkbox"/>	<input type="checkbox"/>	
2.10	Information on maximum supply current from the electric system to the charging station		<input type="checkbox"/>	<input type="checkbox"/>	
2.11	Information about the number of EV chargers/charge points at the EVCS		<input type="checkbox"/>	<input type="checkbox"/>	
3. LABELLING AND MARKING REQUIREMENTS					
3.1	EVCS manufacturer's name, initials, trademark, or distinctive marking	Physical Inspection/Inventories/ Observation/ Interviews	<input type="checkbox"/>	<input type="checkbox"/>	
3.2	Type designation of identification number or any other means of identification, making it possible to obtain relevant information from the EVCS manufacturer		<input type="checkbox"/>	<input type="checkbox"/>	
3.3	Indoor Use Only", or the equivalent, if intended or indoor use only		<input type="checkbox"/>	<input type="checkbox"/>	
3.4	Date of manufacture		<input type="checkbox"/>	<input type="checkbox"/>	
3.5	Type of current (i.e., AC and/or DC)		<input type="checkbox"/>	<input type="checkbox"/>	
3.6	Frequency and number of phases in case of alternating current		<input type="checkbox"/>	<input type="checkbox"/>	
3.7	Rated voltage (input and output if different)		<input type="checkbox"/>	<input type="checkbox"/>	
3.8	Rated current (input and output if different) and the ambient temperature used to determine the rated current		<input type="checkbox"/>	<input type="checkbox"/>	
3.9	Degree of protection		<input type="checkbox"/>	<input type="checkbox"/>	
4. POSTING OF SIGNAGES AND LABELS					
4.1	Updated EVCS charging price display board	Physical Inspection/Inventories/ Observation/ Interviews	<input type="checkbox"/>	<input type="checkbox"/>	
4.2	EVCS kWh capacity		<input type="checkbox"/>	<input type="checkbox"/>	
4.3	EVCS charging connector		<input type="checkbox"/>	<input type="checkbox"/>	



Energy Utilization Management Bureau  
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ENFORCEMENT, MONITORING,  
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4.4	EVCS signpost (as specified in Annex H of this DC2023-05-0011)	Physical Inspection/Inventories/ Observation/ Interviews	<input type="checkbox"/>	<input type="checkbox"/>	
4.5	EVCS Provider Accreditation Certificate		<input type="checkbox"/>	<input type="checkbox"/>	
4.6	EVCS Registration Certificate		<input type="checkbox"/>	<input type="checkbox"/>	
4.7	Hotline emergency number		<input type="checkbox"/>	<input type="checkbox"/>	
4.8	EVCS guides and information		<input type="checkbox"/>	<input type="checkbox"/>	
5. ELECTRICAL INSTALLATION					
5.1	Inclusion of meter/sub-meter	Physical Inspection/Inventories/ Observation/ Interviews	<input type="checkbox"/>	<input type="checkbox"/>	
5.2	With at least one convenience outlet for Light Electric Vehicle Charging		<input type="checkbox"/>	<input type="checkbox"/>	
5.3	With at least 8.00mm <sup>2</sup> THWN supply cable or its equivalent		<input type="checkbox"/>	<input type="checkbox"/>	
5.4	With at least 50 AT, 50 AF Circuit Breaker		<input type="checkbox"/>	<input type="checkbox"/>	
5.5	Supply cable inside the 1" PVC raceway		<input type="checkbox"/>	<input type="checkbox"/>	
5.6	3.5 mm <sup>2</sup> grounding cable		<input type="checkbox"/>	<input type="checkbox"/>	
5.7	Installed with Type 2 and/or CCS Combo 2 connector		<input type="checkbox"/>	<input type="checkbox"/>	
6. EVCS FIRE PREVENTION AND DETECTION SYSTEM, AND SAFETY REQUIREMENTS					
6.1	Heat/smoke alarms	Physical Inspection/Inventories/ Observation/ Interviews	<input type="checkbox"/>	<input type="checkbox"/>	
6.2	Fire suppression blanket/fire sprinkler/fire extinguisher/ fire hose cabinet		<input type="checkbox"/>	<input type="checkbox"/>	
6.3	Installed one (1) level below ground (for EVCS installed at multiple basement levels)		<input type="checkbox"/>	<input type="checkbox"/>	
6.4	Accessible within three (3) minutes		<input type="checkbox"/>	<input type="checkbox"/>	
6.5	Raised island with minimum height of 100 mm with kerbs/bollards/metal barriers		<input type="checkbox"/>	<input type="checkbox"/>	
6.6	Designated attendant/installed with CCTV		<input type="checkbox"/>	<input type="checkbox"/>	
6.7	Adapter connectors		<input type="checkbox"/>	<input type="checkbox"/>	
7. EVCS INTERCONNECTIVITY					
7.1	Equipped with internet connection	Physical Inspection/Inventories/ Observation/ Interviews	<input type="checkbox"/>	<input type="checkbox"/>	
8. DOCUMENTS / USER'S MANUAL					
8.1	Instruction Manual for Operation and Maintenance in English	Physical Inspection/Inventories/ Observation/ Interviews	<input type="checkbox"/>	<input type="checkbox"/>	
8.2	Unbundled Charging Fee	Physical Inspection/Official Receipt/ Observation	<input type="checkbox"/>	<input type="checkbox"/>	
9. OTHERS					
9.1	With sufficient access and working space for operation and maintenance of the EVCS equipment	Physical Inspection/Inventories/ Observation/ Interviews	<input type="checkbox"/>	<input type="checkbox"/>	
9.2	All work done in a neat and workmanlike manner		<input type="checkbox"/>	<input type="checkbox"/>	
9.3	Presence of Type 2 and/or CCS Combo 2 connectors		<input type="checkbox"/>	<input type="checkbox"/>	
OVER-ALL TOTAL					
RECOMMENDATION/S:					

NOTE: The EVCS On Site Inspection Form is subject to change upon further follow-up evaluation by the DOE EVCS Monitoring Team.

Conducted by:

EVCS Monitoring Team

EVCS Monitoring Team

EVCS Monitoring Team

EVCS Monitoring Team

Attested by:

Name of the Representative

Name of the Representative

Designation

Designation

9





Energy Utilization Management Bureau  
Quality Management System

ENFORCEMENT, MONITORING,  
INSPECTION, AND VERIFICATION (EMV)  
ACTIVITY CHECKLIST AND REPORT  
(ANNEX C)

Doc Ref No.:

EUMB-EVIMD-XX-XXXX

Effective Date:

XX-XXXX-XX

Revision No.:

0

Page No.:

Page 5 of 5

## MEMORANDUM ORDER IN THE CONDUCT OF EVCS INSPECTION



Republic of the Philippines  
Department of Energy  
(Kagawaran ng Enerhiya)



MEMORANDUM ORDER NO. \_\_\_\_\_

Series of: YYYY

DTS No:

Subject: **AUTHORITY TO CONDUCT PHYSICAL AND ONLINE ENFORCEMENT, MONITORING, INSPECTION, AND VERIFICATION (EMV) OF ELECTRIC VEHICLE CHARGING STATIONS (EVCS) AND OTHER EVCS RELATED REGULATIONS AND GUIDELINES**

The EVCS Monitoring Team, composed of the following personnel from the Department of Energy (DOE), is hereby authorized to conduct physical and online enforcement, monitoring, inspection, and verification (EMV) of electric vehicle charging stations (EVCS) compliance, pursuant to the mandate of the Energy Utilization Management Bureau (EUMB) under Section 7 (g) of the Electric Vehicle Industry Development Act (EVIDA), its Implementing Rules and Regulations (EVIDA-IRR), DC2023-05-0011 or the Electric Vehicle Charging Station (EVCS) Providers and EVCS Registration Guidelines and its Implementing Guidelines, and other EVCS related regulations and guidelines implemented by the DOE-EUMB:

Coverage: **Municipality/City/Region and vicinities**

Authorized Representatives:

DOE ID No.	Name	Designation

### Specific Purpose:

To ensure compliance with the obligations of EVCS Providers and the requirements for EVCS as outlined in the EVIDA, EVIDA-IRR, DC2023-05-0011, as well as other related regulations and implementing guidelines.

This Memorandum Order is effective and valid from **DD Month YYYY** to **DD Month YYYY**.

Issued this XX of Month YYYY.

Sincerely,

**PATRICK T. AQUINO, CESO III**  
Director IV



# Energy Utilization Management Bureau Quality Management System

## SAMPLE EVCS SIGNS, SYMBOLS, AND MARKINGS (ANNEX D)

Doc Ref No.:	EUMB-EVIMD-XX-XXXX
Effective Date:	XX-XXXX-XX
Revision No.:	0
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### 1. EVCS – Provider Accreditation Certificate

 **DEPARTMENT OF ENERGY**  
Energy Utilization Management Bureau

**CERTIFICATE OF ACCREDITATION**

Issued to

**DEPARTMENT OF ENERGY (DOE)**

3rd Floor, DOE Building, Energy Center Rural Drive Corner 34th Street, Bonifacio Global City, Brgy. Fort Bonifacio, Taguig, Taguig - Pateros, NCR

Meets and complied the requirements provided under Department of Energy's (DOE's) Department Circular No. 2023-05-0011 on the Electric Vehicle Charging Stations (EVCS) Providers and EVCS Registration Guidelines as:

EVCS Provider - Operator National Accreditation Level

Issued this 29th day of December 2023 upon the request of Dr. Patrick T. Aquino, CESO III

Signed,

PATRICK T. AQUINO, CESO III  
Director IV

This is a computer generated certificate. Signature is not required.



DOE-EUMB-ANA-20231229002

This Certificate is valid until December 29, 2026 and shall be renewed one (1) month before its expiration.

Energy Center, Rural Drive Corner 34th Street, Bonifacio Global City, Taguig City, Philippines 1631  
Tel No. (02) 8566-1000, 8566-1001  
Email: doe@doe.gov.ph

 **DEPARTMENT OF ENERGY**  
Energy Utilization Management Bureau

**CERTIFICATE OF EVCS REGISTRATION**

Issued to

**DEPARTMENT OF ENERGY - ROSALES, PANGASINAN**

Meets and complied the requirements provided under Department of Energy's (DOE's) Department Circular No. 2023-05-0011 on the Electric Vehicle Charging Stations (EVCS) Providers and EVCS Registration Guidelines on its charging station operating at Ground Floor in front of DOE Luzon Field Office Building, Government Center, Nueva Viscaya - Pangasinan Road, Brgy. Camay East, Rosales, Pangasinan, Region I.

Issued this 11th day of January 2024 upon the request of Dr. Patrick T. Aquino, CESO III

Signed,

PATRICK T. AQUINO CESO III  
Director IV

This is a computer generated certificate. Signature is not required.



DOE-EUMB-ANR-20240111152

This Certificate is valid until January 11, 2027 and shall be renewed one (1) month before its expiration.

Energy Center, Rural Drive Corner 34th Street, Bonifacio Global City, Taguig City, Philippines 1631  
Tel No. (02) 8566-1000, 8566-1001  
Email: doe@doe.gov.ph

SCAN TO ACCESS  
DOE CERTIFICATION:









## 2. EVCS Dos and Don'ts Sample Markings and Symbols


**DOS**



CONTACT THE  
TENANT TO CHARGE  
YOUR VEHICLE




USE THE SAME  
CONNECTOR  
COMPATIBLE WITH  
YOUR VEHICLE




CLICK START AFTER  
CONNECTING THE  
CHARGER TO YOUR  
VEHICLE


**DON'TS**



DON'T PRESS THE  
EMERGENCY BUTTON  
TO STOP CHARGING



DON'T LEAVE THE  
CHARGER ON THE  
FLOOR AFTER  
CHARGING



DON'T PARK IN THE  
AREA IF YOUR  
VEHICLE WILL NOT  
CHARGE


**IN CASE OF EMERGENCY CONTACT:**  
**0999-999-9999**




### 3. EVCS Charging Fee and Connector Compatibility

- EVCS rating shall be printed and shall have a minimum size of 100mm in standard Arial with indicator on the EVCS mode of output (i.e., AC or DC).
- For BSS, battery capacity rating shall be printed and shall have a minimum size of 100mm in standard Arial
- EVCS charging price lettering shall have a minimum size of 120mm in standard Arial text.
- EVCS charging connector compatibility shall have a white background indicating the charging connector design and identification.


AC  
**7kW**

  
Type 2

  
GB/T



**PHP 20.00/kWh**

DC  
**60kW**

  
CCS Combo 2

**PHP 40.00/kWh**

BSS  
**30kWh**  
per battery

 ↔ 

**PHP 100.00/month**

### 4. Mobile EVCS Provider

- Shall have the minimum following minimum markings:
  - Area of Operation
  - Operator Name
  - EVCS Registration Number
  - Hotline Number
  - QR Code to access the Registration Certificate Validity

**(AREA OF OPERATION)**

Operator: EVIMD EVCS Operator  
Reg. No.: DOE-EUMB-ANR-12341231234  
Hotline No.: 0999-999-999







**Energy Utilization Management Bureau  
Quality Management System**

**MOBILE EVCS PROVIDER AND MOBILE  
EVCS HUB REGISTRATION  
REQUIREMENTS  
(ANNEX E)**

Doc Ref No.:	EUMB-EVIMD-XX-XXXX
Effective Date:	xx-xxxx-xx
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All Mobile EVCS Provider and Mobile EVCS Hub shall comply the EVCS Registration requirements under Section 12 of DC2023-05-0011 and submit the following documents through the EV Industry Portal:

1. EVCS registration fee per mobile EVCS and/or mobile EVCS hub;
2. EVCS Provider – Operator Accreditation Certificate;
3. Location map/Area of operation and photos of the EVCS facility/ies to operate (Annex E of DC2023-05-0011); and
4. EVCS specifications Form (Annex F of DC2023-05-0011).