

XYZ Consultancy and Management Inc.

Project Managers • Construction Managers

Date: October 30, 2025

Project: A Proposed 5-Storey Dormitory Building

Owner: Immaculate Conception Realty and Development Inc.

Location: Angeles City, Pampanga

Attention: Ar. John Daniel B. Borjal

Reference No.:

ICRDCDORM-RFA-024

Request for Approval No.

024

Pages (incl. RFA): 4

For Approval Regarding:

☐	Architectural	☐	Mechanical	☒	Plumbing / Sanitary	☐	Others
☐	Structural	☐	Electrical	☐	Fire Protection	☐	

☐	Material	☒	Shop Drawing	☐	Methodology	☐	Others
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Transmitted Thru:

☐	Hand carry	☒	During meeting	☐	Online / Email	☐	Others
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Received By: Thru: Ar. John Daniel B. Borjal

Prepared By: Engr. Lois Jairam Llamas

Email Address:

Noted By: Engr. Franciz Escobar

Items Needed for Approval:

In the course of implementing the above-mentioned project, it has been observed that the as-built location of the septic tank as indicated on the approved plans is currently in conflict with an existing structure belonging to the adjacent building.
Upon site verification, the as-per-plan position encroaches on / is obstructed by the said existing structure, rendering the original design location infeasible for construction without impacting the neighboring property.
In view of the foregoing, we hereby request your approval for the relocation of the septic tank to an alternate position that does not conflict with the existing adjacent structure, while remaining compliant with applicable sanitary and plumbing code requirements. The proposed alternate location is indicated in the attached sketch/drawing for your reference and evaluation.

Attachments:

1	As Per Plan Location of Septic Tank Overlay to As Per Actual Condition
2	Proposed Location and Plan for Septic Tank
3	Invert Elevation and Cross Section

☐	Approved	☐	Approved as Noted	☐	Disapproved	☐	Revise
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Designer: _____

Date: _____

Project Management: _____

Date: _____

Contractor: _____

Date: _____