

Inter-Office Memo

FOR : ALL HEAD OFFICE (Makati) EMPLOYEES
FROM : HUMAN RESOURCE DEPARTMENT
RE : **MAKATI HEALTH CERTIFICATE REGISTRATION (2024)**
DATE : February 15, 2024
REF# : HRD-BEN-24-02-040
CC : All Department/DC/file

In compliance with Makati Health Permit requirements, kindly re-submit your existing requirements for Health Certificate Application. Please know that this is an individual requirement as an employee locator of Makati. Once you have successfully registered, you will receive an email from Makati Health providing you a copy of your Health Certificate. Upon receiving it, please provide a copy to HR-Benefits for record-keeping purposes and to comply with the business permit regulations. As stated in the previous memo regarding Makati Health Certificate Registration 2023, this process needs to be completed on a yearly basis through your online portal while you are employed at Kolin or in Makati City. Therefore, please ensure that you secure or save your email address and password for easy renewal.

Kindly proceed with the sequential instructions provided below:

1. In your browser, search for the official online portal of the Makati Health Certificate.



2. On the homepage, click on 'Employee'.



3. Provide your login details.

Login

Employee

LOGIN

@kolinphil.com.ph

Email Address*

Password*

Login

Forgot password? Sign up

For technical assistance, you may reach us at
Email: makaticitysupport@healthcert.ph
Mobile hotline/viber: +63 9176685811

4. In the 'Health Certificate Application' tab, kindly double-check your personal information. Scroll down to the bottom, click the small circle, and then click SUBMIT.

Health Certificate Application

EMPLOYEE

RAIZA ALIVEN

Health Certificate Application

Application Of Health Certificate

PERSONAL INFORMATION

Last Name* College Graduate

First Name* Educational Attainment*

Middle Name* NCR

Date of Birth* Province*

Gender* CITY OF MAKATI

City* Barangay*

Address*

Philhealth ID

Government issued ID Type*

SUBMIT

Health Certificate Application

EMPLOYEE

RAIZA ALIVEN

00247574

CTC Number*

371308115_58460810600054

CTC (max 10 MB)*

EMPLOYMENT INFORMATION

Show: 5 entries

Business ID	Business Name	Business Address	Category	Position
371308115	KOLIN PHILIPPINES PVT. INC.	Lot 6 Block 66 1834 Sta. Rita St. Guadalupe Heights, CITY OF MAKATI, NCR, Philippines	NON-FOOD	Office Personnel & Staff

Showing 1 to 1 of 1 entries

Submit

MAKATI
My City. My Makati.

Health Certificate Application

EMPLOYEE

RAIZA ALIVEN

00247574

CTC Number*

371308115_58460810600054

CTC (max 10 MB)*

EMPLOYMENT INFORMATION

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Showing 1 to 1 of 1 entries

Submit

MAKATI
My City. My Makati.

Server Message

Successfully created application

OK

5. Wait for the approval of your application before taking the seminar. Medical results from your APE 2023 will be uploaded by Sto. Domingo Diagnostic and Medical Center Corp.

6. Upon the approval of your application, you will receive an email from makaticitysupport@healthcert.ph, you may now proceed in completing the video orientation seminar.

Gmail

Search mail

Compose

Inbox 2

Starred

Snooded

Sent

Drafts 1

More

Labels +

Approved Medical Requirements for Makati Health Clearance Certification Inbox x

makaticitysupport@healthcert.ph
to me

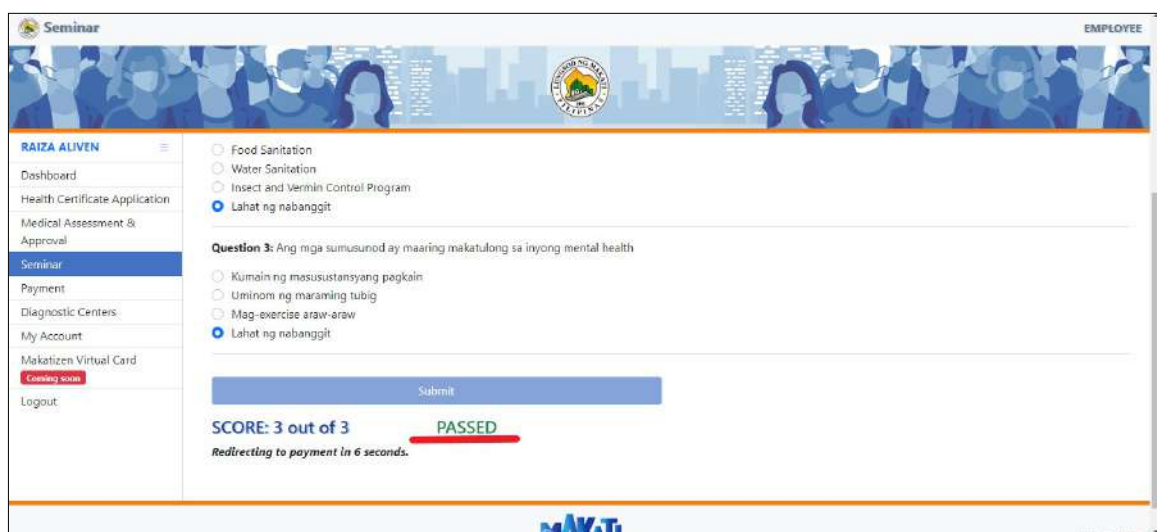
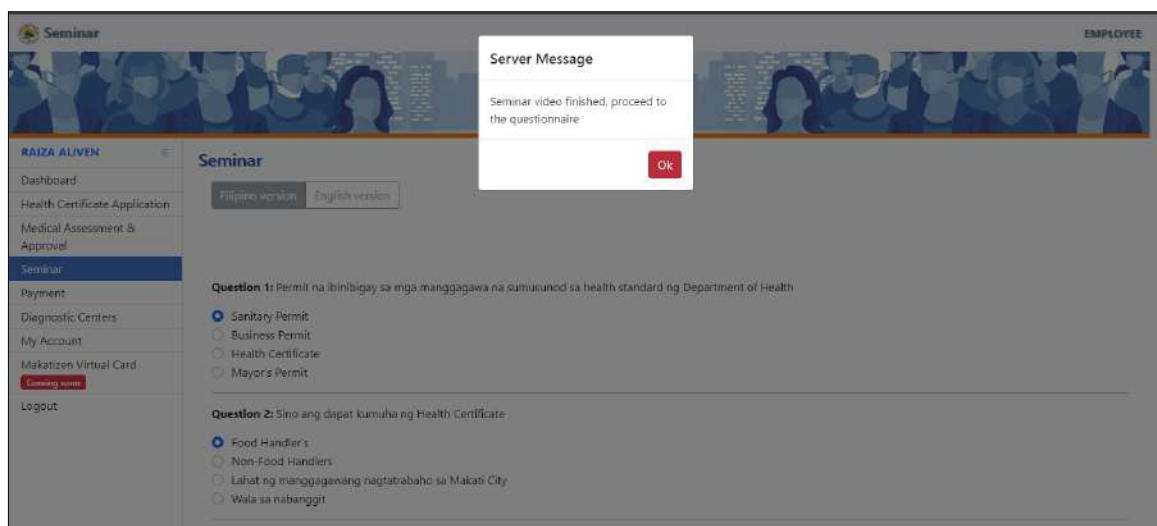
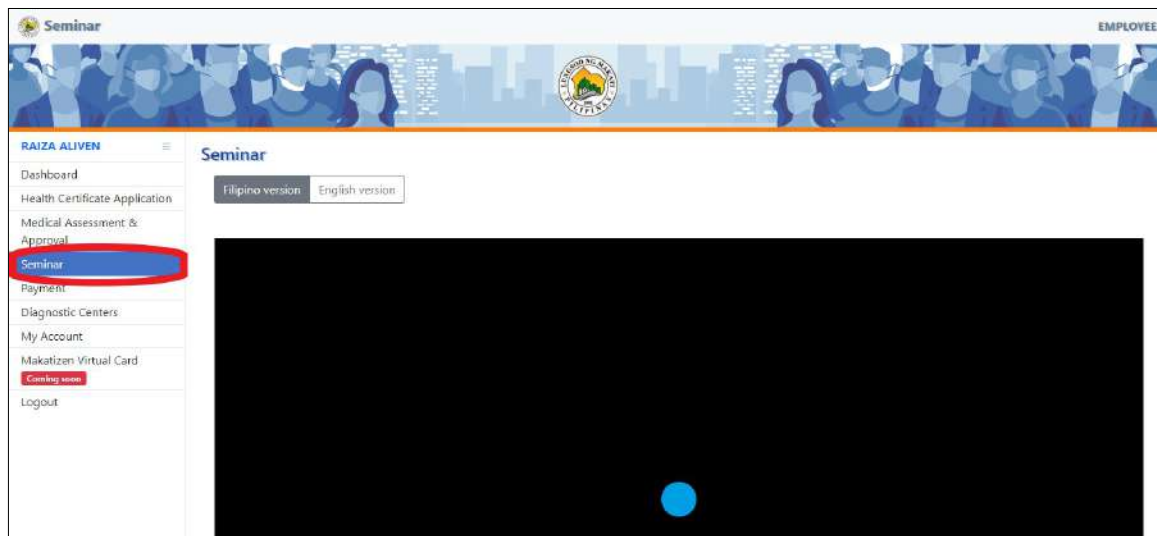
Good day! Mr./Ms. RAIZA ALIVEN

The test results submitted for you by the Diagnostic facility has been approved and you may now proceed in completing the video orientation seminar.

Thank you!

Reply Forward

7. In the 'Seminar' tab, kindly finish video orientation seminar so you may proceed to the questionnaire (3 Questions only)



8. Once you have passed the questionnaires, you may proceed to the ‘Payment’ tab. Input the details needed. A copy of the payment receipt will be provided.

9. Finally, wait for the confirmation email for the approval of your Makati Health Clearance Certificate. You may download and print the certificate.



Environmental Health & Sanitation Division

☐ NEW
☒ **RENEWAL**

Permit No: 515124012310000717

HEALTH CERTIFICATE



HOLDER

Address _____

Date of Birth _____ **Age** _____ **Sex** **FEMALE**

Nationality **FILIPINO** **Civil Status** **SINGLE**

Date Issued **02-12-2024** **Place Issued** **MAKATI CITY**

Expiration of Certificate

Name of Establishment: KOLIN PHILIPPINES INT'L, INC	Position: Office Personnel & Staff
Date of Issuance: 02-12-2024	Officer's Initial: J.E.J.
Date of Expiration: 02-12-2025	

10. You may also download the certificate and check your application status in the 'Dashboard' tab.

Dashboard
EMPLOYEE

RAIZA ALIVEN

Dashboard

Health Certificate Application

Medical Assessment & Approval

Seminar

Payment

Diagnostic Centers

My Account

Makatizen Virtual Card

Coming soon

Logout

Dashboard

COVERED PERIOD

Search

Filter: _____

Date Of Application	Application No.	Category	Business ID	Business Name	Position	Application Status	Status Date	Seminar	Health Certificate Status	Remarks
01/23/2024 11:43:46 AM		NON-FOOD	201200096	KOLIN PHILIPPINES INT'L, INC	Office Personnel & Staff	COMPLETED	02/12/2024 03:46:46 PM	PASSED	COMPLETED	Download Certificate Download ID

Showing 1 to 1 of 1 entries

Previous
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Next


show desktop

Prepared by:


ANDREA A. SUMINISTRADO
HR BENEFITS

Noted by:


MAMERTA F. TAGLE
HR SUPERVISOR