



METD ONLINE REQUEST FOR SERVICES AND PAYMENT OF FEES FOR METALLURGICAL TESTING AND CHEMICAL ANALYSIS

1

CLIENT

- Download Request for Analysis Form at www.mgb.gov.ph
- Submit accomplished Request form to met@mgb.gov.ph
For further inquiries, call **8667 6700 local 160** for Metallurgy or **local 149** for Chemistry
- Wait for issuance of Order of Payment

2

METD

Prepare Order of Payment Form

FMD

Verify and sign Order of Payment Form

METD

Issue Order of Payment to client

3

CLIENT

Pay fees in bank through **MGB (HRD) Landbank Account Number 0712100648** and send e-copy of bank deposit slip to METD

4

METD

Submit deposit slip to cashier for bank verification

CASHIER

Verify payment

METD

Advise client to submit samples to MGB or send thru courier

5

CLIENT

- Proceed to MGB Central Office to submit samples or send thru courier
- Wait for result/s which can be sent electronically or received physically at MGB