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Department of Environment and Natural Resources
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MEMORANDUM

DEC 09 2020

FOR : ALL UNDERSECRETARIES AND ASSISTANT SECRETARIES

FROM : THE DIRECTOR
Administrative Service and
Vice-Chairperson, EMS

**SUBJECT : ENVIRONMENTAL MANAGEMENT SYSTEM
MANAGEMENT REVIEW 2020**

In accordance with Clause 9.3 of ISO 14001:2015 and in part of our implementation of Environmental Management System (EMS), the EMS Core Team shall conduct a Management Review where the Top Management of DENR shall review the organization's implementation of EMS to ensure its continuing suitability, adequacy, and effectiveness.

The Management Review shall include the changes in the significant environmental aspects of DENR Central Office. It shall also include the results of the recently conducted EMS Internal Audit.

The output of the Management Review shall include decisions related to continual improvement of EMS implementation and decisions related to any need for changes to the EMS, including resources.

We expect and appreciate your continued support in the implementation of EMS in DENR Central Office. A copy of the Management Review presentation is also enclosed herewith.

For information and guidance.

ROLANDO R. CASTRO

MEMO NO. 2020-653

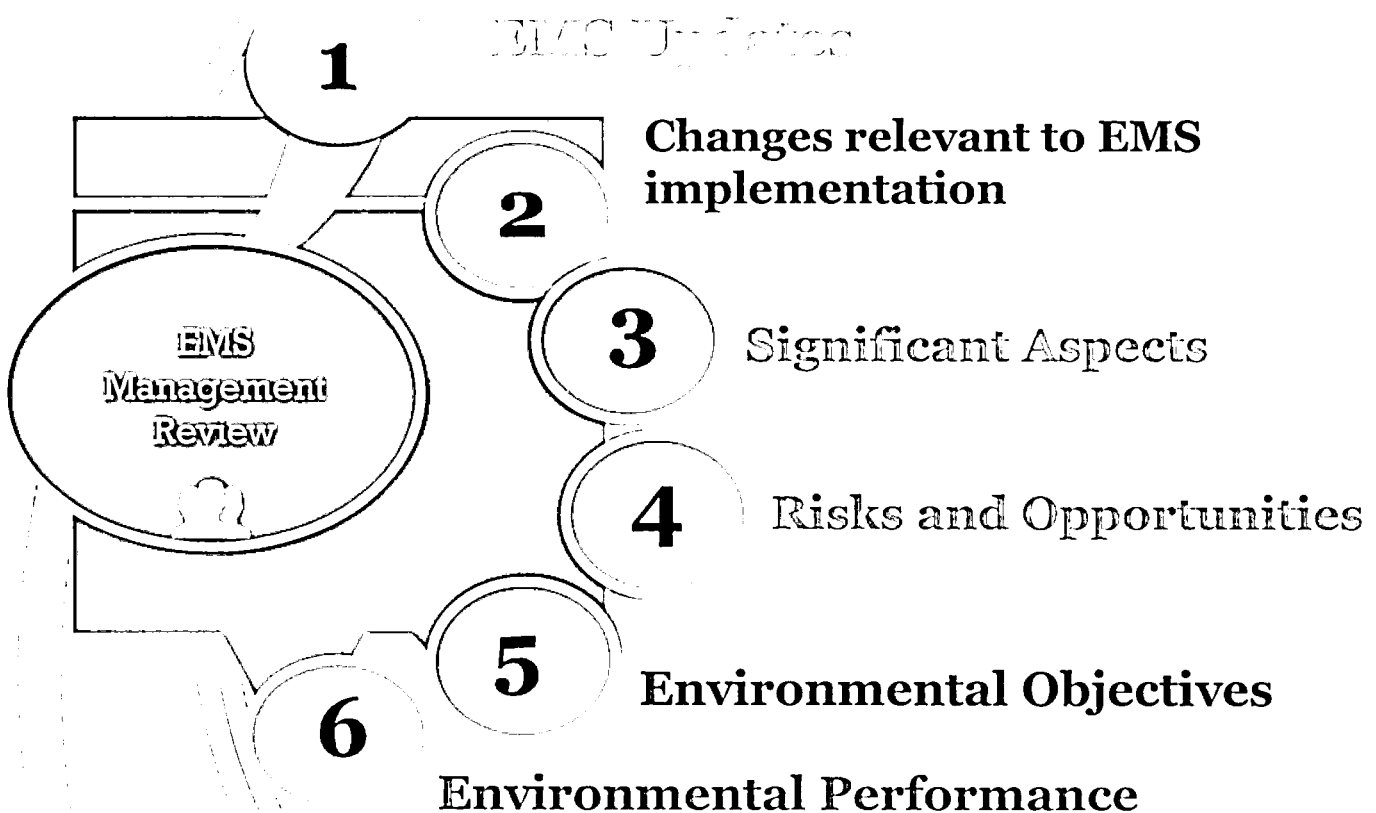
Environmental Management System (EMS)

ISO 14001:2015

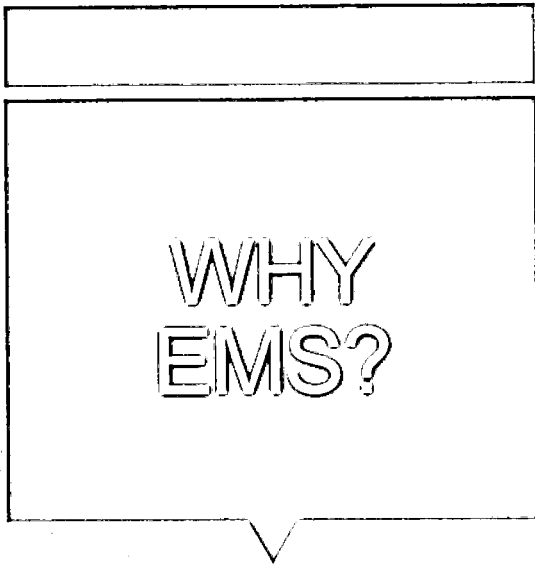


Environmental Management System

OUTLINE OF THE PRESENTATION



Environmental Management System



❖ DENR is the government's primary environmental agency mandated to protect the environment, and conserve natural resources.

- Role Model
- Moral Ascendancy



Environmental Management System



➤ DENR certified as ISO 14001:2015 compliant under Certificate PH16/1341 valid from 28 January 2019 until 27 January 2022

❖ *Certified as meeting the requirements of ISO 14001:2015 particularly on office based activities and services related to its mandate as the agency responsible for the conservation, management, development, and proper use of the country's environment and natural resources*

❖ Issued by SGS Systems and Services Certification under the UKAS Management System

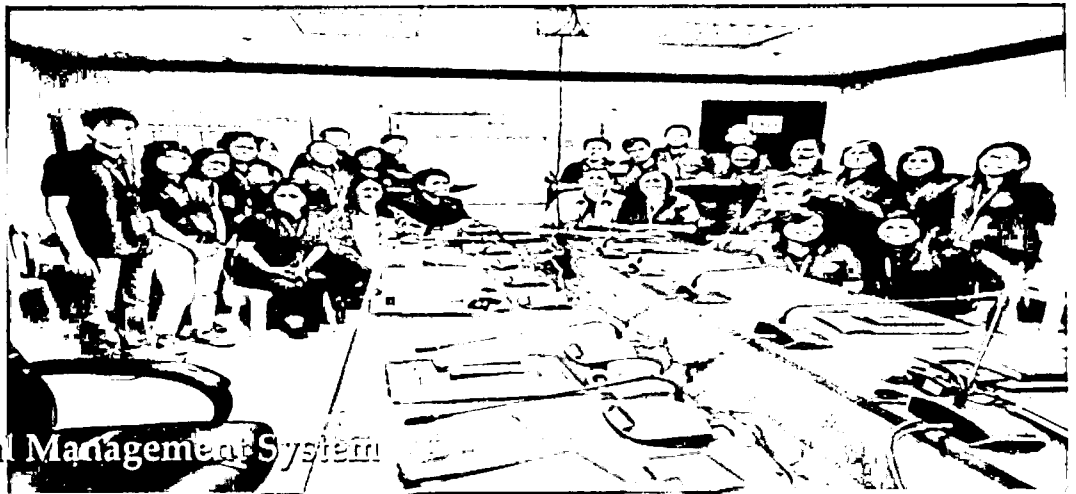


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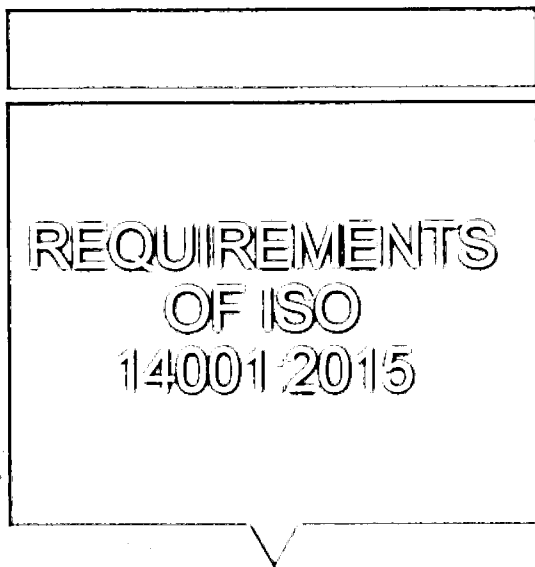


**EMS Re-Certification
Audit
December 2018**

**EMS Surveillance
Audit
December 2019**



Environmental Management System



- ❖ Clause 1 - Scope
- ❖ Clause 2 - Normative References
- ❖ Clause 3 - New Terms and Definitions
- ❖ Clause 4 - Context of Organization
- ❖ Clause 5 - Leadership
- ❖ Clause 6 - Planning
- ❖ Clause 7 - Support (Resources; Competence; Communication; Documented Information)
- ❖ Clause 8 - Operation (Operational Planning and Control ; Emergency Preparedness & Response)
- ❖ Clause 9 - Performance Evaluation
(sub-clause 9.3 - Management Review)
- ❖ Clause 10 - Continual Improvement



Environmental Management System

9.3 Management Review

- a) the status of actions from previous management reviews;
- b) changes in:
 - 1) external and internal issues that are relevant to the environmental management system;
 - 2) the needs and expectations of interested parties, including compliance obligations;
 - 3) its significant environmental aspects;
 - 4) risks and opportunities;
- c) the extent to which environmental objectives have been achieved;
- d) information on the organization's environmental performance, including trends in:
 - 1) nonconformities and corrective actions;
 - 2) monitoring and measurement results;
 - 3) fulfilment of its compliance obligations;
 - 4) audit results;
- e) adequacy of resources;
- f) relevant communication(s) from interested parties, including complaints;
- g) opportunities for continual improvement.



Environmental Management System

Changes that affected EIMS implementation

- 1) external and internal issues that are relevant to the environmental management system;
- 2) the needs and expectations of interested parties, including compliance obligations;
- 3) its significant environmental aspects;
- 4) risks and opportunities;



Environmental Management System

Changes that affected EIMS implementation

1) external and internal issues that are relevant to the environmental management system;

- - COVID 19 Pandemic resulted to a more stricter policy interms of physical contacts
- - encourage various working arrangements like work from home, staggered work arrangement, alternate office schedule and virtual meetings.
- Shuttle services were provided for the employees
- Disinfection chambers were installed and temperature scanner



Environmental Management System

Changes that affected EIMS implementation

2) the needs and expectations of interested parties, including compliance obligations;

- More stricter implementation of policy on follow up of documents
- Ensuring that covid pandemic responses were environment friendly and will not cause pollution (hand wash station, disinfection chambers and alcohol dispensers



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Changes that
affected EIMS
implementation

3) its significant environmental aspects;

- Higher water consumption due vehicle disinfection, disinfection chamber and hand wash stations.
- Encouraging employees to wash hand frequently
- Additional power consumption due to motor pump that supplies water on the above mentioned disinfection stations
- Accumulation of waste due to disposal of used facemask, face shield and other PPE.



Environmental Management System

Changes that
affected EIMS
implementation

4) risks and opportunities;

Risks – Increase in water,
electricity and fuel consumption

Accumulation of solid wastes

Opportunities – minimize/stop
spread of covid 19 virus.



Environmental Management System

ENVIRONMENTAL ASPECTS

RANKING OF ASPECTS ACCORDING TO SIGNIFICANCE			
ASPECTS	SCORE	RANK	RATING
Solid Waste Generation	85	1	Significant
Use of Water	80	2-3	Significant
Use of Energy (Electricity)	80	2-3	Significant
Use of Fuel	75	4	Significant
Use of Paper	70	5	Insignificant
Discharge to Water	65	6-7	Insignificant
Gunk Generation	60	8	Insignificant
Hazardous Waste Generation	55	9	Insignificant
Emissions to Air	50	10	Insignificant



Environmental Management System

SIGNIFICANT ASPECTS

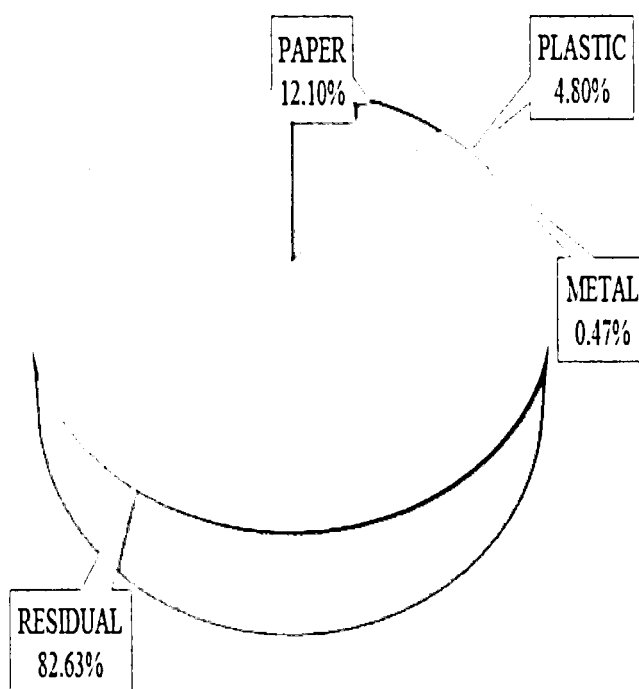
	2019 (average)	2020 (average)	DIFFERENCE
Water Consumption	4,146 m ³	3,983 m ³	3.38% decrease
Electricity Consumption	202,988 kWh	145,048 kWh	28.54% decrease
Fuel Consumption	11,031 L	9,548 L	13.45% decrease
Solid Wastes Generated	1,444 kg	618 kg	57.21% decrease



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SOLID WASTE GENERATED PER CATEGORY 2020

Highest solid waste generated is residual waste.



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ENVIRONMENTAL
OBJECTIVES

1. To reduce energy consumption
2. To reduce workplace accidents and promote health and wellness
3. To reduce generation of solid waste
4. To reduce hazardous waste disposal to land
5. To reduce water pollution
6. To regulate water usage
7. To reduce vehicular emissions of DENR and it's employees' vehicle
8. To reduce paper usage
9. To reduce fuel usage
10. To comply with environmental laws



Environmental Management System

GENERAL FINDINGS

**REMARKS/
RECOMMEN-
DATION**

[Redacted]

EMIS INTERNAL
AUDIT

Cluttered papers below/under
the desks/tables

Staff need orientation/EMS
awareness

Garbage bin set are
incomplete

Documents are not
updated/controlled

No emergency plan

Fire extinguishers

GENERAL FINDINGS

REMARKS

[Redacted]

EMIS INTERNAL
AUDIT

Cluttered papers below the
desks

Staff need orientation

Garbage bin set are incomplete

Documents are not
updated/controlled

No emergency exit plan posted
in strategic areas in the office

Fire extinguishers are either
expired or missing

SUMMARY OF FINDINGS BY FLOOR

Octopus connections of extension wires - need proper re-wiring	3rd Floor
Leaking of ceiling - requests was already made to GSD	3rd Floor
Loose/Broken tiles	5th Floor
No smoke/fire detector	PSMD
Hazardous wastes (broken battery and expired fire extinguishers)	Basement
No proper container for the diesel fuel of emergency water pump	Basement
Random stuff and boxes stocked near the stairway	Basement
Water leaks	RMD
Broken air exhaust vent	RMD
No SMR and CMR	Compliance/PCO
No incident report for the leak of diesel fuel in gen set	Compliance/PCO
No procedure for handling, storage and disposal of hazwastes	Compliance/PCO
No defined or specific tasks among PCOs	Compliance/PCO
Rainwater collected due to leak in roof - stagnant water	Hostel
Water leak may damage documents	EWB

ISSUED CORRECTIVE
ACTION REQUESTS


RESPONSIBLE
OFFICE

Oil leaks near Annex Building

GSD/PSMD

Diesel fuel leak on storage tank of
GenSet

GSD



Opportunities for Improvement

1. EMS Project Implementation Plan
2. Continuous Monitoring of the Significant Aspects



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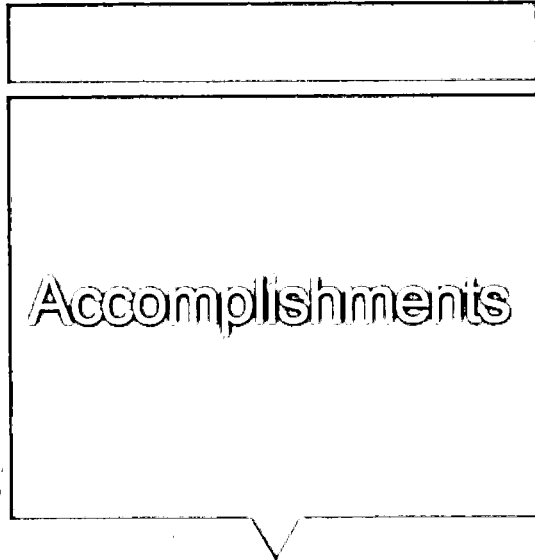


Accomplishments

1. Rehabilitation of DENR Material Recovery Facility (MRF).
2. Replacement of CFL Bulbs to LED Bulbs 100% installed, inspected and accepted on June 31, 2016.
3. Installation of Green Cladding at the back of DENR Main Building.
4. Establishment of Nursery for Composting and Plant Propagation.
5. Repainting of DENR Main Building, exterior walls from dark to light color.
6. Installation of water submeters for easy consumption monitoring.
7. Installation of Tint Film for Glass Windows and Door Panels.



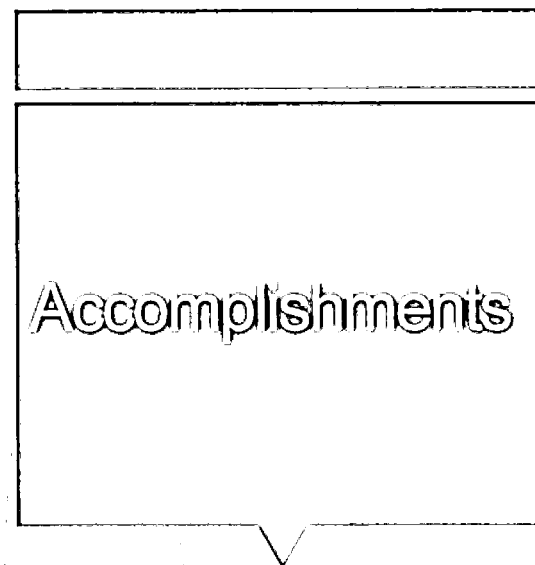
Environmental Management System



8. Conversion of Aircon Units to Inverter Type
9. Conduct Preventive Maintenance of Aircon Units as scheduled.
10. Rewiring of electrical outlets and switches.
11. Installation of wall mounted thermometers.
12. Installation of a System for proper handling of rallies and mass action for the safety of persons and properties of the Department Security.
13. Regulate the use of vehicles through issuance of trip tickets/gas allocation.
14. Monitoring of Environmental Performance of DENR Central Office on four (4) Significant Aspects (Use of Electricity, Disposal to Land, Use of Water and Use of Fuel)



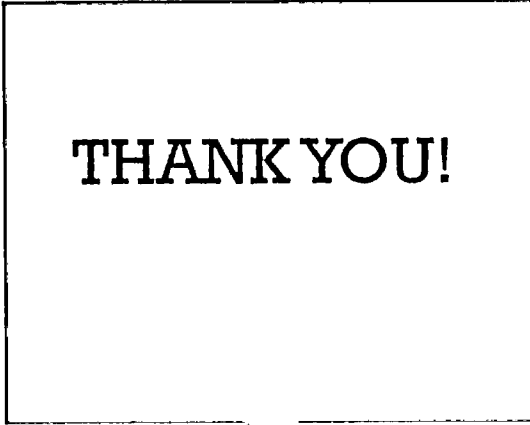
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15. Implementation of EMS Health and Wellness (Provision of Covid kits and health supplements)
16. Creation of Contact Tracing Teams for Covid 19
17. Installation of fire hydrants on strategic places within the compound
18. Development and Implementation of Pest Control Program



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THANK YOU!