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Department of Environment and Natural Resources
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SPECIAL ORDER
No. 2023- 622

SEP 25 2023

SUBJECT: **CREATION OF PROJECT STEERING COMMITTEE, INTER-AGENCY TECHNICAL WORKING GROUP AND PROJECT COORDINATING OFFICE FOR THE IMPLEMENTATION OF THE “ENHANCEMENT OF THE MARINE LITTER MANAGEMENT IN THE MANILA BAY” PROJECT**

In the interest of the service and in order to ensure the efficient and effective implementation of the project entitled, “**Enhancement of the Marine Litter Management in the Manila Bay**”, a Project Steering Committee (PSC), an Interagency Technical Working Group (IATWG), and a Project Coordinating Office (PCO) are hereby created with members and functions as follows:

A. Project Steering Committee (PSC)

Chair: Undersecretary for Policy, Planning, and International Affairs
Vice-Chair: KOICA Deputy Country Director
Members: Assistant Secretary for Policy, Planning and Foreign Assisted and Special Projects
Director, Environmental Management Bureau and concurrent OIC Assistant Secretary for Field Operations-Luzon and Visayas
Director, Foreign-Assisted and Special Projects Service (FASPS)
Director, Biodiversity Management Bureau
Director, DENR National Capital Region
Director, DENR Region 3
Director, DENR Region 4A
Director, Environmental Management Bureau NCR
Director, Environmental Management Bureau Region 3
Director, Environmental Management Bureau Region 4A
Executive Director, Manila Bay Coordinating Office
Representative, Philippine Coast Guard Fleet
Representative, Philippine Coast Guard Marine Environmental Protection Command
Representative, Coast Guard District National Capital Region – Central Luzon
Representatives from Local Government Units (Navotas, Las Piñas, Parañaque, Cavite and Bataan)
Chair, LPPWP Protected Area Management Board

Representatives from NEDA, DOF, and NAMRIA shall be invited as need arises.

In the absence of the Chair and alternate Chair, the DENR Assistant Secretary for Policy, Planning and Foreign-Assisted and Special Projects shall assume Chairmanship.

Secretariat: Project Coordinating Office

The PSC shall have the following functions and responsibilities:

1. Provide overall guidance and oversight functions in the implementation of the Project;
2. Provide guidance and advice on Project activities, strategies, and approaches to ensure harmonization with other projects of the DENR;
3. Provide strategic direction to ensure that outputs will contribute to the attainment of the objectives and desired outcomes of the Project;
4. Ensure participation of various government agencies and partners in the project activities;
5. Make consensus, management decisions for the Project and resolve issues that may arise during project implementation;
6. Approve the Project Inception Report, Operations Manual, Annual Work Plan, and other related plans;
7. Meet at least twice a year or as deemed necessary to discuss implementation status and define solutions to any implementation issues/concerns; and
8. Assess the overall performance of the Project at least two months before its termination.

B. Inter-Agency Technical Working Group (IATWG)

Chair: Assistant Director, Environmental Management Bureau
Vice-Chair: Project Coordinator
Members: Representative, Biodiversity Management Bureau
Representative, DENR National Capital Region
Representative, DENR Region 3
Representative, DENR Region 4A
Representative, Environmental Management Bureau NCR
Representative, Environmental Management Bureau Region 3
Representative, Environmental Management Bureau Region 4A
Administrator, Local Government Units concerned
Representatives from Philippine Coast Guard Fleet,
Marine Environmental Protection, Coast Guard Staff for Ships and Aircraft Engineering and Coast Guard Staff for Strategic Studies and Modernization

Secretariat: Project Coordinating Office

The IATWG shall provide technical assistance to the Project Coordinating Office on the information critical to the decision-making processes, including:

1. Assist the PSC in fulfilling its oversight responsibilities on specific technical matters;
2. Review and finalize the Terms of Reference of the local Project Contractors;
3. Review and provide recommendations on necessary plans, policies, operations manual, reports, and project activities and outputs;
4. Review the Project's deliverables and outputs, and provide recommendations to ensure that the agreed deliverables are produced satisfactorily according to the plans;
5. Invite resource persons from other offices/ agencies, as necessary; and
6. Undertake other relevant tasks as provided by the PSC.

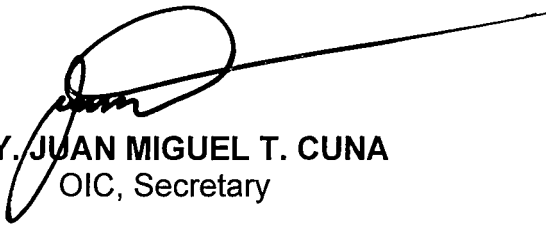
C. Project Coordinating Office (PCO)

The Environmental Management Bureau (EMB) shall act as the Project Coordinating Office. The PCO will be supported by the KOICA Project Management Consulting (PMC) firm. Other specific roles are as follows:

1. Coordinate the preparation and implementation of project work/activity plans consistent with the Project Design Matrix (PDM).
2. Provide guidance/coordination to the operations of the DENR/EMB Regional Offices, Philippine Coast Guard (PCG), Local Government Units (LGUs) and the PMC-Project Contractor/s (PCs) in the field.
3. Facilitate the monitoring of the Project Contractors' activities through DENR/EMB Regional Offices
4. Facilitate necessary inputs and recommendations in the Terms of Reference of the Project Contractors for the approval of the IATWG
5. Track and monitor the overall expenditure and disbursement of the project in consultation with the PMC;
6. Review and submit reports to the DENR-FASPS and other reportorial requirements.
7. Serve as the Secretariat to the PSC and IATWG to provide administrative support and responsible in the preparation of the project agreements.

All expenses to be incurred in the implementation of this Order shall be charged against the Enhancement of Marine Litter Management in the Manila Bay (EMLM) Project funds, subject to the accounting and auditing rules and regulations.

This Order shall take effect immediately and shall remain valid and in force until the termination of the DENR KOICA Enhancement of Marine Litter Management in the Manila Bay (EMLM) Project.


ATTY. JUAN MIGUEL T. CUNA
OIC, Secretary

