

**DENR Administrative Order
No. 2001 – 12
March 13, 2001**

SUBJECT : Creation of the Manila Bay Environmental Management Project Coordinating Committee and Project Management Office for the GEF/UNDP/IMO Regional Programme “Building Partnership in Environmental Management for the Seas of East Asia”.

In consonance with the provisions of Department Administrative Order No. 2000-38 and consistent with the provisions of the Project Document on “**Building Partnership for Environmental Protection and Management for the Seas of East Asia**”, otherwise known as “**PEMSEA**” which has identified the Manila Bay as one of the Region’s pollution hotspots, a Manila Bay Project Coordinating Committee and Project Management Office are hereby created for the Manila Bay Environmental Management Project (MBEMP).

Manila Bay Project Coordinating Committee (MBPCC) shall be composed of representatives of major stakeholders in Manila Bay such as the concerned government agencies, the private sector, nongovernmental organizations (NGOs), local community groups and other interest groups. The MBPCC shall be chaired by the Director of the Environmental Management Bureau (EMB) of the Department of Environment and Natural Resources (DENR). The Committee shall have the following responsibilities:

1. Oversee the planning, implementation, monitoring and evaluation of the MBEMP;
2. Provide policy and management guidance with respect to the implementation of various activities of the MBEMP;

3. Ensure smooth implementation of MBEMP activities by timely delivery of input (cash, kind and services) and outputs from participating institutions;
4. Review and approve the annual project work plans, budgets and progress reports pertaining to the MBEMP;
5. To ensure integration of project activities as part of national and local government's program of work;
6. To promote appropriate activities related to the MBEMP such as the encouragement of environmental investments, the establishment of institutional mechanisms, ensuring sustainability, the conduct of workshops, conferences and training and information, education and communication activities;
7. To integrate activities of the local government units, the private sector and NGOs to mobilize support for the MBEMP;
8. To provide expert guidance and assistance in resolving conflicts which may crop up in the process of project implementation;
9. To evaluate the progress of project implementation and the performance of the Manila Bay Project Management Office (MBPMO);
10. To coordinate the participation by local and national and government agencies operating in Manila Bay, industry, private sector, education and research institutions, NGOs and local community groups and other concerned stakeholders in the implementation of MBEMP; and
11. To provide any other assistance that could lead to smooth and effective implementation of the project.

Manila Bay Project Management Office (MBPMO) - A Manila Bay Project Management Office, composed of designated DENR personnel is hereby created to effect the Manila Bay Environmental Management Project in accordance with the Global Environmental Facility (GEF)- United Nations Development Programme (UNDP) Project Document RAS/98/G33/A/1G/19 for PEMSEA.

The MBPMO shall be under the administrative supervision of the PEMSEA-Philippines/DENR Project Management office (PPDPMO). It shall have the following functions:

1. Plan, develop and implement the Project in accordance with the objectives, management framework and strategies set out in the Manila Bay Environmental Management Project Concept Paper (the “Concept Paper”);
2. Develop an annual work plan for implementation of project activities, including milestones, counterpart budgets, timeframe, monitoring and reporting strategies and evaluation criteria for submission and approval by the MBPCC;
3. Assist in setting up the MBPCC composed of stakeholders from national and local governments as well as the private sector, industry, NGOs and the academe;
4. Ensure timely GEF/UNDP and other stakeholder inputs and delivery of outputs from the MBEMP;
5. Together with the DENR Regional Offices in Region 3 and 4 and the National Capital Region (NCR), coordinate activities with the provincial and other local government units;
6. Maintain a close working relationship and communications with PEMSEA-Philippines, the GEF/UNDP/IMO Regional Programme, and any other related national and regional projects;
7. Prepare quarterly and annual progress reports and other required reports for approval by the MBPCC and PEMSEA;
8. Organize and monitor progress of project activities in Manila Bay;
9. Serve as a Secretariat for the MBPCC;
10. In consultation with the Regional Project Offices (RPO), prepare a series of detailed work plans which include, for example, project activities, outputs, responsible parties, timeframes and resources, in order to receive funds from responsible parties, timeframes and resources, in order to receive funds from PEMSEA for the MBEMP operations and disburse, monitor and report on the same in accordance with pertinent IMO rules, regulations and agreed procedures;

11. Coordinate the activities of consultants and national professionals, review their reports and submissions and assist in the implementation of recommendations when accepted; and
12. Prepare technical reports and organize workshop to distill lessons learned from the MBEMP, and package the information for dissemination.

The MBPMO shall be headed by a Project Director whose functions and staff shall be recommended by the National Focal Point and approved by the DENR Secretary. It shall report under the supervision of the PEMSEA-Phil./DENR Programme Management Office (PPDPMO).

This Order shall take effect immediately and shall supersede, amend or revoke all previous orders and instructions inconsistent herewith.

(Sgd.) JOEMARI D.GEROCHI
Officer-in-Charge, Secretary