



**DEPARTMENT OF  
ENVIRONMENT AND  
NATURAL RESOURCES**

**DENR Administrative Order  
No. 2002- 08**

**FEB 20 2002**

**SUBJECT : STRENGTHENING THE COASTAL ENVIRONMENT PROGRAM (CEP) THROUGH THE ESTABLISHMENT OF THE COASTAL AND MARINE MANAGEMENT OFFICE (CMMO) AS THE NATIONAL COORDINATING OFFICE FOR ALL COASTAL AND MARINE ENVIRONMENT ACTIVITIES.**

Pursuant to Executive Order (EO) No. 192, and consistent with the on-going Department of Environment and Natural Resources (DENR) organizational development, the Department, by virtue of its mandate and in fulfillment of the objectives set forth in the Constitution; in accordance with the objectives set forth in Chapter 17 of the Agenda 21 of the United Nations Conference for Environment and Development (UNCED) and relevant sections of Philippine Agenda 21 (PA 21), and of such other international protocols and treaties to which the Philippines is a signatory including but not limited to the United Nations Conventions on the Law of the Sea (UNCLOS) and the Marine Pollution Convention (MARPOL); and in order to provide policy guidance and technical assistance and support the information needs for coastal resource management (CRM), a Coastal and Marine Management Office (CMMO) is hereby established as an interim administrative arrangement to ensure the efficiency and effectiveness of the Department in the delivery of services pending approval of congressional initiatives to strengthen the national government's programs in coastal management.

**SECTION 1. RATIONALE.** The challenge of sustainable development of the coastal and marine environment parallels that of terrestrial resource management in the critical need to achieve a balance between economic development and the protection of the environment. The expanding use of coastal and marine resources and the conflict between many of these uses have made it difficult to coordinate coastal and marine related activities. This calls for the adoption of coastal and marine environment strategies, which are integrated, cross-sectoral and holistic in nature. The creation of the CMMO is an action of the Department to strengthen and consolidate its role in coastal resources management both internally and externally. The Department has implemented coastal programs and projects over a decade in the form of grants, investments and regular programs ranging from watershed management systems, pollution prevention and abatement, biodiversity conservation, private sector investment, and community-based approaches. This broad arena of concerns in the coastal sector will become more complex in the long

run thus making it imperative for the Department to strengthen its organizational capacity to maintain sustainable development in the coastal areas. This will necessitate not only collaborative efforts between and among government agencies but also strengthening and building coordinative mechanisms that will support and advance coastal and marine related policies and programs. Externally, the CMMO shall enable the Department to assume the leadership function in coastal and marine management by setting a national framework for coastal management and providing supportive role to the Local Government Units (LGUs) in the implementation of programs and projects.

**SECTION 2. BASIC POLICY.** It is the policy of the Department to exert maximum effort to implement the spirit and letter of the Constitution and of laws defining its mandate related to pursuing the objectives of EO No. 192; the Philippine Fisheries Code (RA 8550); Joint DA-DENR Memorandum Order No. 2000-1, which defines areas of collaboration with the Department of Agriculture (DA) in the implementation of the Philippine Fisheries Code; the Agricultural and Fisheries Modernization Act (RA 8435) which mandates the Department, in collaboration with the DA to provide training in coastal resources management and sustainable fishing practices; and the Local Government Code (RA 7160), which provides for general guidelines in maintaining ecological balance for LGUs.

The Department upholds internationally accepted principles on integrated coastal and marine management. First, the precautionary approach shall be used in the management of coastal and marine resources. Second, a broad spectrum of stakeholders shall be involved in all stages of coastal and marine environment management planning. Third, the Department firmly supports the devolution of coastal management functions as provided by law and shall continuously assess which of its activities are best implemented by LGUs. Fourth, the Department shall support multi-sectoral and multi-institutional collaboration and cooperation that is intrinsic to coastal and marine environment management. Fifth, the maintenance of healthy and productive coastal and marine ecosystems shall be regarded as fundamental to the management of these areas. Lastly, coastal and marine resources shall be allocated to uses that provide long-term socio-economic benefits compatible with the maintenance of a sustainable ecosystem.

**SECTION 3. SCOPE AND COVERAGE.** The CMMO shall coordinate and integrate all activities of the Department on coastal and marine environment. It shall be responsible for the formulation of policies; coordination and integration of the development and implementation of coastal programs and projects; and establishment and maintenance of coastal and marine information management system.

**SECTION 4. ORGANIZATIONAL STRUCTURE.** The CMMO shall be headed by an Executive Director and Deputy Executive Director, both appointed by the Secretary. The Executive Director shall report directly to the Secretary.

The CMMO shall be composed of three (3) units, namely: 1) Planning and Policy Development (PPD); 2) Information Education and Communication (IEC); and 3) Information Management (IM). (See Annex A for the organizational chart of the CMMO)

There shall be a Coastal and Marine Management Division (CMMD) and Coastal and Marine Management Section (CMMS) at the regional and CENR offices, respectively, where there are coastal areas

**SECTION 5. FUNCTIONS AND RESPONSIBILITIES.** The CMMO shall be the national coordinating office of the Department for coastal and marine resource environment management and development. It shall enhance local government capacity for coastal and marine resource management.

The following are the functions and responsibilities of the CMMO, the Executive Director, and the three (3) units in the CMMO head office.

**The Coastal and Marine Management Office shall:**

1. Formulate and oversee the implementation of a national coastal and marine environment management framework;
2. Provide overall policy guidance to the Department on matters pertaining to a) coastal and marine environment management including the review of standards and policies; b) identification and establishment of mechanisms for adoption of best practices for coastal and marine environment management; and c) monitoring of compliance to International commitments and local development plans;
3. Provide technical assistance to other government agencies (OGAs), LGUs, non-government organizations (NGOs) and other parties in the implementation of programs and projects and in the conduct of trainings/workshops/seminars on matters related to coastal and marine environment;
4. Develop and supervise an information management system for coastal and marine environment;
5. Disseminate information materials pertaining to coastal and marine environment and regularly hold social marketing and advocacy events such as, but not limited to "Month of the Ocean" and "International Coastal Clean-up" celebrations;
6. Coordinate all DENR programs and projects related to coastal and marine environment including, but not limited to the following:
  - a. Coastal Resource Management Project (CRMP) of the Natural Resources Management Program (NRMP);

- b. Southern Mindanao Integrated Coastal Zone Management Project (SMICZMP);
  - c. Partnership in Environmental Management for the Seas of East Asia (PEMSEA) and the Manila Bay Environmental Management Project (MBEMP);
  - d. USAID-Assisted Ecogovernance Program (Coastal Component); and
  - e. All other DENR national and site-specific coastal and marine management and development programs and projects.
7. Coordinate with the DA-Bureau of Fisheries and Aquatic Resources (DA-BFAR), other government agencies (OGAs), NGOs, business/private sectors and the academe on matters pertaining to coastal and marine environment;
  8. Assist the Ecosystems Research and Development Bureau (ERDB) in developing a research agenda on coastal and marine environment issues; and
  9. Perform other related functions as deemed appropriate by the Secretary.

**The Executive Director shall:**

1. Supervise and coordinate all the tasks of the CMMO;
2. Coordinate with the REDs/AREDs through the Undersecretary for Environment and Natural Resources for Operations with respect to programs and activities implemented at the regional level; and
3. Perform other functions as deemed appropriate by the Secretary.

**The three (3) units of the CMMO shall:**

**A. Planning and Policy Development (PPD) Unit**

1. Planning and Policy Research
  - a. Formulate development plans for coastal and marine environment;
  - b. Review standards and benchmarks related to coastal and marine environment including small islands, foreshore, marine protected areas and seascapes;
  - c. Conduct policy research related to coastal and marine environment;
  - d. Identify responsibilities and commitments in relation to international conventions, treaties and protocols, and recommend official position on issues concerning coastal and marine environment;
  - e. Review and recommend revision of coastal and marine policies;
  - f. Ensure funding of CMMO national, regional, and local offices; and
  - g. Perform other related planning and policy research activities.
2. Project Development, Monitoring and Evaluation (PDME)
  - a. Design of specific projects for local and foreign funding;
  - b. Monitor and evaluate programs and projects based on formulated guidelines;

- c. Document field experiences/lessons learned and recommend best practices (local and international experiences); and
- d. Perform other related functions/activities.

**B. Information, Education and Communication (IEC) Unit**

1. Technical, Education and Capability Building
  - a. Identify requirements for capacity building;
  - b. Develop and conduct relevant training programs on coastal and marine environment to CMMO field offices; and
  - c. Facilitate technology transfer on matters related to coastal and marine environment to CMMO field offices; and
  - d. Perform other functions/activities.
2. Public Affairs
  - a. Develop information kits and other communication materials related to coastal and marine environment;
  - b. Issue press statements and handle media relations;
  - c. Develop and disseminate policy documents and guidebooks particularly Philippine Coastal Management Guidebook Series;
  - d. Spearhead activities for socio-civic action such as "Month of the Ocean", "International Coastal Clean-up" celebrations and other related coastal activities;
  - e. Coordinate with the LGUs and other agencies for advocacy and for awards/recognition; and
  - f. Perform other related functions/activities.

**C. Information Management Unit**

1. Establish and maintain database on coastal and marine environment;
2. Establish linkage with other information networks (local and international); and
3. Perform other related functions/activities.

**SECTION 6. COASTAL AND MARINE MANAGEMENT DIVISION.** A Coastal and Marine Management Division (CMMD) is hereby created in all Regional Environment and Natural Resource Offices (RENROs) except Cordillera Administrative Region (CAR), under the Office of the Assistant Regional Executive Director (ARED) for Technical Services. It shall be headed by a Division Chief to be appointed by the Secretary. In the interim, the OIC Division Chief shall be designated by the Secretary upon the recommendation of the Regional Executive Director (RED).

**The CMMD shall have the following functions and responsibilities:**

1. Prepare action programs and implementation strategies on coastal and marine environment;
2. Supervise and monitor the progress of all coastal and marine environment programs and projects;
3. Provide technical assistance to LGUs, NGOs and POs in program and project conceptualization/implementation, including sourcing of funds and other resources;

4. Coordinate with LGUs and other concerned sectors and agencies in the creation of task forces on coastal and marine environment;
5. Provide technical assistance and maintain pool of experts for Coastal and Marine Management Section (CMMS), LGUs, POs and all clientele;
6. Assist the RED/ARED on technical matters, and in linking/networking with other agencies and the private sector including regional representation in inter-agency task forces, councils/committees;
7. Conduct information and education campaign;
8. Compile and consolidate reports from CMMS before submission to the CMMO national office; and
9. Perform other related functions/activities.

**SECTION 7. COASTAL AND MARINE MANAGEMENT SECTION.** A Coastal and Marine Management Section (CMMS) in all Community Environment and Natural Resources Offices (CENROs) with coastal areas is hereby created. It shall be headed by a Section Head to be designated by the RED upon the recommendation of the Provincial Environment and Natural Resources Officer (PENRO). The Section Head shall supervise the implementation of all programs and projects on coastal and marine environment (See Annex B).

In provinces with coastal areas where the PENRO is the smallest unit, a CMMS shall likewise be created in the said office.

The PENRO shall monitor and coordinate the CMM activities at the provincial level.

In the case of the National Capital Region (NCR), the functions of the CMMS shall be integrated in the CMMD.

**The CMMS shall have the following functions and activities:**

**A. *Planning and Project Implementation Unit***

1. Assist the LGU in the preparation of coastal and marine environment profile, plans and formulation of local legislation/ordinances;
2. Implement coastal and marine environment projects in the localities;
3. Assist in the formulation of small island physical framework plan;
4. Establishment and monitoring of marine sanctuaries in coordination with LGUs and concerned agencies/NGOs;
5. Coordinate with concerned agencies and other sectors on coastal and marine activities;
6. Maintain coastal and marine database and compile related studies; and
7. Perform other related functions/activities.

**B. *Policy Compliance Unit***

1. Monitor the compliance of coastal and marine laws and regulations (national and local), and recommend appropriate measures (police, prosecution, etc.) on any violation;
2. Recommend abandoned, unutilized, undeveloped fishponds in the public domain for reversion to mangrove forest in collaboration with DA-BFAR and LGUs;

3. Monitor the compliance of community-based forest management agreement (CBFMA) in mangrove areas and foreshore lease agreement;
4. Monitor the deputation of ENR Officers; and
5. Perform other related functions/activities.

**C. IEC and Linkaging Unit**

1. Conduct/assist LGUs in information, education campaigns on coastal and marine environment programs;
2. Disseminate relevant laws, rules and regulations to LGUs, NGOs and other stakeholders; and
3. Maintain a network of interested NGAs, NGOs, private sector and the academe experts for coastal and marine environment protection and conservation.

**SECTION 8. COORDINATING MECHANISM.** The existing offices of the Department are required to provide support to the CMMO in the following areas:

1. For the Office of the Undersecretary for Environment and Natural Resources (ENR) for Operations to ensure that the Key Result Areas (KRAs) of the field offices reflect the targets and performance indicators relevant to coastal management as determined in consultation with the CMMO and that the policies and implementation activities of the Environmental Management Bureau (EMB) and the Mines Management Bureau (MGB) are consistent with and supportive of the mandate of the CMMO;
2. For the Office of the Undersecretary for Policy and Planning to ensure that appropriate policy support is provided to the CMMO by way of policy review and promulgation of issuances and directives in the areas of, but not limited to, mangrove management and protected seascapes as exercised by Forest Management Bureau (FMB) and Protected Areas and Wildlife Bureau (PAWB), respectively;
3. For the Office of the Undersecretary for ENR Legal and Legislative Affairs to monitor and liaise with Congress on pending bills related to coastal and marine resource management; and through the Land Management Bureau (LMB), coordinate with CMMO on the formulation of policies on foreshore management;
4. For the Office of the Undersecretary for Special Concerns (Focal Point or National Coordinator for Certain Commissions) to coordinate with the CMMO on matters relevant to coastal management such as, but not limited to, Lingayen Gulf Coastal Area Management Commission (LGCAMC) and the Presidential Commission on Integrated Conservation and Development of the Sulu-Celebes Seas (PCICDSCS);
5. For the Office of the Assistant Secretary for Finance and Management Services to provide the necessary financial and logistical support to the CMMO including but not limited to budgetary allocation, personnel complement, and office space, supplies and equipment; and

6. For the Foreign Assisted and Special Project Office (FASPO) to assist the CMMO in the determination of investment/financing gaps and opportunities for local and international funding.

**SECTION 9. TRANSITORY PROVISION.** The Coastal Environment Program Coordinating Office (CEPCO) shall serve as the core unit of the CMMO. The officials and staff working in the CEP in central and local offices will be temporarily designated to staff the newly created offices. Likewise, the CEP budget and equipment shall be turned-over to the said offices. The RED shall designate DENR personnel to temporarily staff the CMMD and CMMS offices until qualified personnel have been recruited/appointed as provided in Annexes C and D.

The new position items for the above offices shall be created out of the vacant position items in the concerned offices, upon the approval of the Department of Budget and Management (reclassification of position items).

The designated CMMO Executive Director shall prepare a one-year (1) plan for the full operationalization of the CMMO within ninety (90) days upon the signing of this Order. The CMMO shall use available and existing resources of the CEP, CRMP-PMO and other coastal related programs and projects for the full operationalization of the CMMO.

**SECTION 10. REPEALING CLAUSE.** DAO 19, s. 1993, Sections 5(l), (k) and (l) of DAO 2001-29 and all other orders, circulars, official instructions or parts thereof inconsistent with the provisions of this Order are hereby repealed.

**SECTION 11. EFFECTIVITY.** This Order shall take effect immediately.

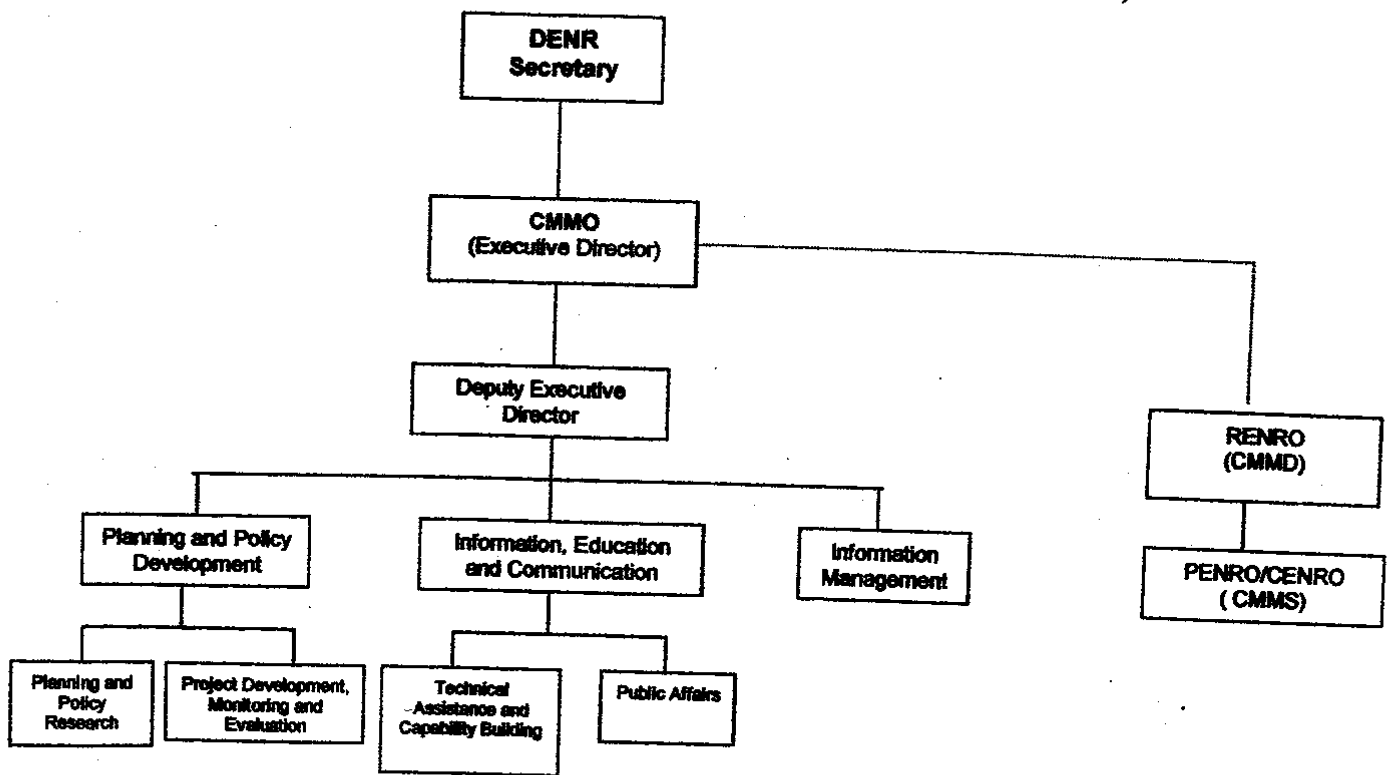


**MEHERSON T. ALVAREZ**  
Secretary

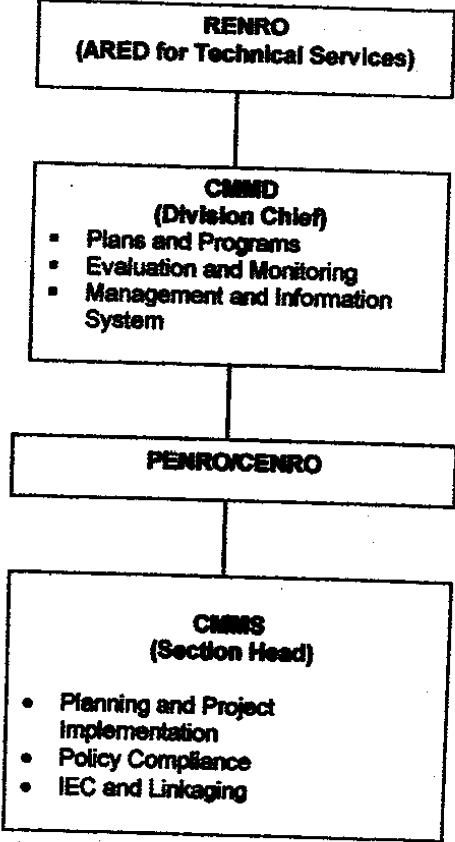


**ANNEX A**

**Organizational Structure of the Coastal and Marine Management Office (CMMO)**



**Organizational Structure of Coastal and Marine Management Office at the Region and CENROs**



## STAFFING PATTERN

## A. COASTAL AND MARINE MANAGEMENT OFFICE (CMMO) – Central Office

- |                              |   |       |
|------------------------------|---|-------|
| 1. Executive Director        | - | SG 27 |
| 2. Deputy Executive Director | - | SG 26 |
| 3. Administrative Officer II | - | SG 15 |
| 4. Budget Officer I          | - | SG 11 |
| 5. Accounting Clerk III      | - | SG 8  |
| 6. Driver/mechanic           | - | SG 7  |
| 7. Messenger/utility         | - | SG 2  |

**Planning and Policy Development**

- |                                 |   |       |
|---------------------------------|---|-------|
| 1. Coastal Ecosystem Officer IV | - | SG 22 |
|---------------------------------|---|-------|

***Planning and Policy Research***

- |                                     |   |       |
|-------------------------------------|---|-------|
| 1. Coastal Ecosystem Specialist III | - | SG 18 |
| 2. Coastal Ecosystem Specialist II  | - | SG 15 |

***Project Development, Monitoring and Evaluation***

- |                                     |   |       |
|-------------------------------------|---|-------|
| 1. Coastal Ecosystem Specialist III | - | SG 18 |
| 2. Coastal Ecosystem Specialist II  | - | SG 15 |

**Information, Education and Communication**

- |                                 |   |       |
|---------------------------------|---|-------|
| 1. Coastal Ecosystem Officer IV | - | SG 22 |
|---------------------------------|---|-------|

***Technical Assistance and Capability Building***

- |                                     |   |       |
|-------------------------------------|---|-------|
| 1. Coastal Ecosystem Specialist III | - | SG 18 |
| 2. Coastal Ecosystem Specialist II  | - | SG 15 |

**Public Affairs**

- |   |   |       |
|---|---|-------|
| 1. Coastal Ecosystem Communication Specialist III | - | SG 18 |
| 2. Coastal Ecosystem Communication Specialist II  | - | SG 15 |

**Information Management**

- |                                       |   |       |
|---------------------------------------|---|-------|
| 1. Information Technology Officer II  | - | SG 22 |
| 2. Database Management Specialist III | - | SG 18 |
| 3. Database Management Specialist II  | - | SG 15 |

**B. COASTAL AND MARINE MANAGEMENT DIVISION (CMMD) – Regional Office**

- 1. Coastal Ecosystem Officer V (Division Head) - SG 24
- 2. Administration Services Assistant - SG 10

**Plans and Programs**

- 1. Coastal Ecosystem Specialist III - SG 18
- 2. Coastal Ecosystem Specialist IA - SG 13

**Evaluation and Monitoring**

- 1. Coastal Ecosystem Specialist III - SG 18
- 2. Coastal Ecosystem Specialist IA - SG 13

**Management Information System**

- 1. Database Management Specialist III - SG 18
- 2. Database Specialist I - SG 13

**C. COASTAL AND MARINE MANAGEMENT SECTION (CMMS) - CENRO**

- 1. Coastal Ecosystem Officer III (Section Head) - SG 18
- 2. Administrative Assistant - SG 8

**Planning and Project Implementation**

- 1. Coastal Ecosystem Specialist II - SG 15
- 2. Coastal Ecosystem Specialist IB - SG 11

**Policy Compliance**

- 1. Coastal Ecosystem Specialist II - SG 15
- 2. Coastal Ecosystem Specialist IB - SG 11

**IEC and Linkaging**

- 1. Coastal Ecosystem Communication Specialist II - SG 15
- 2. Coastal Ecosystem Communication Specialist I - SG 11

## QUALIFICATION STANDARDS

| Position                                       | SG | Level | Education   | Experience  | Eligibility  |
|--|----|-------|---|---|--|
| Executive Director                             | 27 | 3     | BS Biology/ Marine Biology/ Environmental Science or related fields preferably with masters or doctorate degree | 5 years of supervisory experience                     |  |
| Deputy Executive Director                      | 28 | 3     | BS Biology/ Marine Biology/ Environmental Science or related fields preferably with masters or doctorate degree | 5 years of supervisory experience                     | Third Level Eligibility                                |
| Coastal Ecosystem Officer V                    | 24 | 2     | BS Biology/ Marine Biology/ Environmental Science or other fields relevant to the job with masters degree       | 4 years of relevant/ technical supervisory experience | Second Level Eligibility/Career Service (Professional) |
| Coastal Ecosystem Officer IV                   | 22 | 2     | BS Biology/ Marine Biology/ Environmental Science or related fields preferably with masters degree              | 4 years of relevant/ technical experience             | Second Level Eligibility/Career Service (Professional) |
| Coastal Ecosystem Officer III                  | 18 | 2     | BS Biology/ Marine Biology/ Environmental Science or related fields   | 3 years of relevant/ technical experience             | Second Level Eligibility/Career Service (Professional) |
| Coastal Ecosystem Specialist III               | 18 | 2     | BS Biology/ Marine Biology/ Environmental Science related fields  | 3 years of relevant/ technical experience             | Second Level Eligibility/Career Service (Professional) |
| Coastal Ecosystem Specialist II                | 15 | 2     | BS Biology/ Marine Biology/ Environmental Science or related fields   | 3 years of relevant/ technical experience             | Second Level Eligibility/Career Service (Professional) |
| Coastal Ecosystem Specialist IA                | 13 | 2     | BS Biology/ Marine Biology/ Environmental Science or related fields   | 2 years of relevant/ technical experience             | Second Level Eligibility/Career Service (Professional) |
| Coastal Ecosystem Specialist IB                | 11 | 2     | BS Biology/ Marine Biology/ Environmental Science or related fields   | 1 year of relevant/ technical experience              | Second Level Eligibility/Career Service (Professional) |
| Coastal Ecosystem Communication Specialist III | 18 | 2     | BS Community Development/ Mass Communication/ Journalism  | 3 years of relevant experience                        | Second Level Eligibility/Career Service (Professional) |
| Coastal Ecosystem Communication Specialist II  | 15 | 2     | BS Community Development/ Mass Communication/ Journalism  | 3 years of relevant experience                        | Second Level Eligibility/Career Service (Professional) |

\* Related fields are fisheries, oceanography, marine resource management, and others which shall be determined by the Executive Director and approved by the Secretary.