



Republic of the Philippines
DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES

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JUL 24 2002

DENR ADMINISTRATIVE ORDER NO. 2002 - 17
Series of 2002

SUBJECT: Defining the Organizational Structure and Major Responsibilities of the Environmental Management Bureau as a Line Bureau by virtue of Section 34 of the Philippine Clean Air Act of 1999 (RA 8749)

Pursuant to Section 34 of Republic Act No. 8749, otherwise known as the Philippine Clean Air Act of 1999, and Section 2, Rule XLIV of DENR Administrative Order No. 2000-81, its Implementing Rules and Regulations, the following organizational structure of the Environmental Management Bureau (EMB) central, regional, provincial and other pertinent offices as a line bureau is hereby provided and defined.

Section 1. MANDATE

The EMB shall be the primary government agency under the Department of Environment and Natural Resources (DENR) to formulate, integrate, coordinate, supervise and implement all policies, plans, programs, projects and activities relative to the prevention and control of pollution as well as the management and enhancement of environment.

Section 2. OBJECTIVES

To accomplish its mandate, the Bureau shall be guided by the following objectives:

2.1 General Objective - To properly manage and protect the environment in order to attain sustainable development while recognizing the primary responsibility of local government units, non-government agencies, private and business organizations in dealing with environmental problems.

2.2. Specific Objectives

2.2.1. To formulate, review and update environmental policies, programs and projects on environmental management and pollution control.

2.2.2. To establish and enforce environmental quality standards such as the quality standards for water, air, land and noise for the protection and sustainable use of natural resources consistent with the national environmental goals and enforceable at the local government units.

- 2.2.3** To strengthen enforcement capability to handle violations of the laws, rules, regulations and policies for protection of the environment and promote the sustainable use of environmental resources.
- 2.2.4** Promote public information and education to encourage participation of an informed citizenry in environmental quality planning and monitoring.
- 2.2.5** To develop and implement Pollution Research and Development Program in support of the following:
- environmental criteria and standards formulation
 - environmental monitoring and compliance monitoring
 - study of existing and potential environmental problems and issues
- 2.2.6** To strengthen the enforcement and implementation of major environmental laws, among others:

Presidential Decree 984 – Pollution Control Law

Presidential Decree 1586 – The Environmental Impact Assessment Law

Republic Act 6969 – Toxic Substances and Hazardous and Nuclear Wastes Control Act

Republic Act 8749 – Philippine Clean Air Act of 1999

Republic Act 9003 – Ecological Solid Wastes Management Act

Section 3. ORGANIZATIONAL STRUCTURE

Consistent with its conversion from a staff to a line agency, the Bureau's organizational structure shall consist of the central and regional offices, as well as provincial and other pertinent offices that may hereinafter be created.

The Bureau, which shall be directly supervised by the DENR Undersecretary for Operations, shall likewise exercise supervision and control over its regional, provincial and other field offices, which shall, in turn, constitute the operating/implementing arms of the Bureau for the direct implementation of plans and programs in accordance with approved policies and standards.

The Chief Executive of the Bureau shall be the Executive Director who has the primary authority to discharge its powers and functions as well as the responsibility to carry out the mandates vested by law to the Bureau.



The Regional Director, with a rank equivalent to that of a Regional Technical Director, shall discharge the mandate of the Bureau at the regional level and be directly responsible to the Bureau Director.

The different organizational subdivisions and their major functional responsibilities are as follows:

CENTRAL OFFICE

3.1 Office of the Director

The Director shall exercise supervision and control over all services, divisions, sections and other units including the regional offices of the Bureau; establish policies and standards for the operation of the Bureau pursuant to DENR plans and programs; promulgate rules and regulations necessary to carry out the Bureau objectives; and perform such other duties and functions as may be assigned/provided by laws, DENR rules and regulations.

The Office of the Director shall take direct charge in the implementation of policies, programs and projects for the effective and efficient environmental management and pollution control; recommend to the Secretary the adoption of policies relating to enhancement of air and water quality, proper disposition and management of solid wastes, toxic and hazardous substances, appropriate penal sanctions against violators of environmental laws; and manage the overall operations of the Bureau .

The Office of the Director shall exercise supervision over the following environmental services/offices:

3.1.1 Pollution Adjudication Board (PAB) Technical Secretariat

The PAB Technical Secretariat shall provide support to the Board in the adjudication of industrial pollution cases.

3.1.2 National Solid Waste Management Commission (NSWMC) Secretariat

The NSWMC Secretariat shall provide support to the NSWMC in the implementation of solid waste management plans and the issuance of policies to achieve the objectives of the Ecological Solid Waste Management Act (RA 9003).

3.1.3 National Ecology Center (NEC)

The NEC shall handle information dissemination, consultation, education and training of various local government units on ecological waste management.

3.1.4 Administrative & Finance Service

The Administrative & Finance Service shall provide the administrative and financial functions of the Bureau. This shall be composed of the administrative and finance divisions.

3.1.4.1 Administrative Division

The Administrative Division shall establish bureau-wide policies on personnel management, general services, communications, logistics, property, safety, records management and documentation.

This Division shall be composed of the following sections:

- 3.1.4.1.1 Human Resource Management**
- 3.1.4.1.2 Records**
- 3.1.4.1.3 General and Property Services**

3.1.4.2 Finance Division

The Finance Division shall develop, maintain and improve a cost and financial accounting system for all projects of the Bureau, formulate basic policies and guidelines for the preparation of budget; and exercise over-all supervision over the financial management functions and activities of the Bureau and its Regional Offices.

This Division shall be composed of the following sections:

- 3.1.4.2.1 Budget**
- 3.1.4.2.2 Accounting**
- 3.1.4.2.3 Cashier**



3.1.5 Environmental Planning & Policy Service

The Environmental Planning & Policy Service shall be composed of three (3) Divisions, namely:

3.1.5.1 Environmental Impact and Risk Assessment and Management (EIRAM) Division

The EIRAM Division shall serve as the focal point to achieve its mission to carry out the Philippine Environmental Impact Statement (EIS) System Policy (PD 1586) to attain and maintain a rational and orderly balance between socioeconomic growth and environmental protection; and promote and strengthen Environmental Impact assessment (EIA) networking/linkages and coordination with the government, non-government and private entities.

The EIRAM Division shall be composed of the following sections:

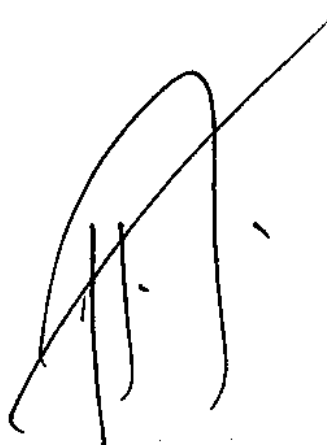
3.1.5.1.1 Review and Evaluation Section

The Section shall be in charge of screening of projects for coverage under the EIS System, handling EIS Scoping, Environmental Compliance Certificate (ECC) applications review/evaluation and related functions of the Division.

3.1.5.1.2 Monitoring and Validation Section

The Section shall be in charge of monitoring of projects' compliance to ECC conditions and implementation of the Environmental Management Program (EMP) and validation of the impacts as a basis for evaluating environmental performance or the effectiveness of the EMP.

The two previous Sections shall each have Infrastructure Units, Heavy and Energy Industries Units and Resource Extractive Industries Units.



3.1.5.1.3 System Coordination and Management Section

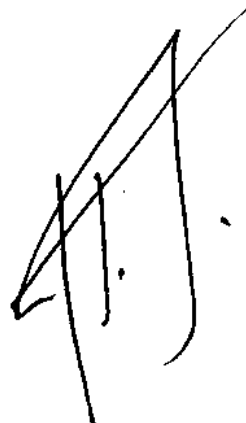
The Section in coordination with the Environmental Planning and Policy division is in charge of assuring that the present internal policies in the review and evaluation as well as monitoring of projects/programs are consistent with the national policies and shall monitor and document specific decisions on certain cases encountered during day-to-day operations which has policy implications. It shall also be responsible with the integration of the voluminous environmental data gathered from the implementation of the system into useful information for input into the environmental planning and policy formulation function of the EMB. It shall integrate commitments made in various meetings with the other government agencies in the Division's internal policies. The Section shall have two Units representing the systems and coordination level concerns, namely: Project Level Systems Planning and Management Unit and Program and Policy Level Systems Planning and Management Unit.

3.1.5.2 Planning and Policy Division

The Planning and Policy Division shall be responsible for integrating the short, medium and long-term plans of the Bureau; provide planning standards and guidelines for integrating sectoral and regional plans in the preparation of the Bureau's budget; provide a mechanism for monitoring and assessment of physical and financial accomplishments. It shall also design and install a national and regional development planning and management system; develop/evaluate and monitor programs/local and foreign-assisted projects of the Bureau, undertake policy studies for effective, efficient, and economical operations of the Bureau.

The Planning and Policy Division shall be composed of the following sections:

- 3.1.5.2.1 Planning and Programming**
- 3.1.5.2.2 Program Monitoring and Evaluation**
- 3.1.5.2.3 Policy Analysis and Legislative Liaison**
- 3.1.5.2.4 Project Management of Foreign-Assisted and Special Projects**



3.1.5.3 Information Technology & Statistics Division

The Information Technology & Statistics Division shall coordinate over-all activities of the Bureau on establishing and maintaining management information systems and databases that will provide up-to-date information necessary for management's policy formulation and decision-making functions. This division shall be composed of the following sections:

3.1.5.3.1 Environmental Statistics

3.1.5.3.2 Systems Development and Maintenance

3.1.6 Standard Setting & Monitoring Service

The Standard Setting & Monitoring Service shall formulate standards/monitoring guidelines for acceptable quality of air and water and management of chemicals and hazardous wastes in the country. The service shall be composed of the following divisions, namely:

3.1.6.1 Laboratory Services & Pollution Research Division

The laboratory Services & Pollution Research Division shall formulate, develop, coordinate, and implement short-term and long-term research programs on existing and potential environmental issues; aim to provide the scientific data to be used as basis for policy formulation, environmental monitoring, and enforcement of rules and regulations, and in dealing with potential environmental issues and problems; focus on priority areas such as the following: environmental quality standards and criteria, global phenomena, environmental technology assessment and application, coastal environment management, and special areas of concern and laboratory support services.

The Laboratory Services and Pollution Research Division shall be composed of the following sections:

3.1.6.1.1 Research and Development Section

3.1.6.1.2 Laboratory Support Services Section



3.1.6.2 Air Quality Management Division

This Division shall undertake the implementation of a holistic national program for air pollution management including the establishment and supervision of airsheds throughout the country; formulate air quality surveillance and monitoring/schemes for the implementation by the regional offices; conduct emission source inventory for the entire country in coordination with the regional offices; evaluate plans, technologies/control facilities relevant to the issuance of permits and clearances.

This Division shall be composed of the following sections:

- 3.1.6.2.1 Inspection and Monitoring**
- 3.1.6.2.2 Emission Inventory**
- 3.1.6.2.3 Standards Setting**

3.1.6.3 Water Quality Management Division

The Water Quality Management Division shall undertake water quality surveillance and monitoring program for the implementation by the regional offices; conduct water pollution discharge inventory from point and non-point sources; develop and validate dispersion model through simulation and validation of available models for predicting pollutant levels in coordination with the Pollution Research Division; review, formulate and update the country's water quality and industrial effluent standards; monitor the activities of the regional offices regarding the effective implementation of pollution control law and oversee the river classification program.

The Division shall be composed of the following sections:

- 3.1.6.3.1 Inspection and Monitoring**
- 3.1.6.3.2 Water Quality Assessment**
- 3.1.6.3.3 Standards Setting**

3.1.6.4 Chemicals and Hazardous Waste Management Division

The Division shall undertake implementation of policies, plans and programs to achieve the objectives of the Toxic Substances and Hazardous and Nuclear Wastes Control Act (R.A. 6969). It shall be composed of five (5) Sections, namely:

3.1.6.4.1 Toxic Chemicals Monitoring and Investigation Section

The Toxic Chemicals Monitoring Section shall conduct regular industrial inspection and compliance monitoring of the condition stipulated in issued permits and clearances to maintain safe use and management of chemicals and chemical substances; investigate complaints and other related issues and concerns regarding the improper use and management of chemicals and chemical substances and recommend sanctions for non-complying industry; and provide inputs and assistance to develop a compliance monitoring scheme to enforce and promote observance of the provision of RA 6969.

3.1.6.4.2 Toxic Chemicals Permits/Clearances Issuance Section

The Toxic Chemicals Permits/Clearances Issuance Section shall review/evaluate environmental hazards and risks of industrial chemicals and issue permits to chemicals and chemical substances under CCO and PCL; review/evaluate chemicals and chemical substances subject to PMPIN requirements and issue Importation Clearance and/or Interim Status Permits; establish and maintain database for chemical and chemical substances in PCL and CCO; and spearhead the review and updating of PICCS together with MIID and PCTD.

3.1.6.4.3 Hazardous Wastes Monitoring/Inspection Section

The Hazardous Wastes Monitoring/Inspection Section shall conduct regular inspection and compliance monitoring of facilities generating, recycling and treating hazardous wastes including disposal facilities and survey of possible sites contaminated by hazardous wastes; act on complaints and information on illegal dumping and traffic of hazardous wastes and recommend/impose sanctions against violators of RA 6969 and Basel Convention.



3.1.6.4.4 Hazardous Wastes Permits/Clearances issuance Section

The Hazardous Wastes Permits/Clearance Issuance Section shall prepare checklist of information requirements for the issuance of permits and clearances; review/evaluate applications for transport, storage, and disposal of hazardous wastes for treatment and disposal and recommend issuance or denied permits and clearances. It shall also implement the requirements and procedures of the Basel Convention and DAOs 92-29, 94-28 and 97-27.

3.1.6.4.5 Toxic Chemicals and Hazardous Wastes Standard Setting Section

The Toxic Chemicals and Hazardous Wastes Standard Setting Section shall develop guidelines and standards/procedures for the proper storage, transport and disposal of toxic chemicals and hazardous wastes. It shall establish a national system to link existing sources of information on chemicals and hazardous wastes; develop standard criteria for risk assessment and other related toxic chemicals and hazardous wastes management standards. It shall coordinate within the Department, other government agencies and private institutions for effective implementation of rules and regulations under RA 6969.

3.1.7 Legal and Environmental Education Services

The Legal and Environmental Education Service shall provide counsel/advice/comments and reports on certain issues pertaining to legal matters for appropriate action of the Director. It shall also provide support to the intensive information and environmental campaign in the country. It shall be composed of two (2) Divisions, namely:

3.1.7.1 Legal Division

The Legal Division shall direct the Bureau's legal operations. It shall provide legal counsel/advice; review issuance of licenses, permits, notices of violations, Orders/Resolutions, contracts involving EMB's mandate; file indictment cases against violators and assist in the formulation of policies, programs,

guidelines, memorandum circulars, standards and rules and regulations. Likewise it shall render comments on certain issues that touched on legal matters, conduct continuing legal studies and researches, draft decisions, orders and reports for appropriate action of the Executive Director.

The Division shall be composed of the following Sections, namely:

3.1.7.1.1 Litigation and Prosecution, Evaluation & Enforcement Section

3.1.7.1.2 Investigation, Research & Legislative Liaison Section

3.1.7.2 Environmental Education & Information Division

The Division shall be composed of the following Sections:

3.1.7.2.1 Information and Public Advocacy Section

The Information and Public Advocacy Section shall undertake activities that will create public awareness through the use of print and broadcast media, conduct of seminars, symposia, lectures, briefings and other related information activities; prepares environmental quality report; conduct in-house training needs analysis; and conduct regular career orientation seminars on environment and conduct capability training to Regional Offices.

3.1.7.2.2 Environmental Education & Capability Building Section

This Section shall undertake programs that will strategically inculcate awareness, understanding, as well as promote skills, positive attitudes, commitments and active participation for the protection of the environment, through the integration of environmental concerns in the school, government and private sectors. It shall also conduct training needs analysis and actual training programs for the afore-cited sectors.



3.1.7.2.3 Global Environment Commitment Coordination Section

The Global Environment Commitment Coordination Section shall set as a priority the coordination of the development, negotiation and ratification of international environmental conventions, agreements/protocols to deal effectively with environmental degradation and protection of shared global resources; promote awareness among stakeholders/general public on international conventions its status and impacts on the country's programs/projects.

REGIONAL OFFICE

3.2 Office of the Regional Director

The Regional Director shall implement the pertinent laws, policies, rules and regulations; implement the Bureau's programs in the region; exercise the management functions of planning, organizing, directing and controlling; and perform other duties and functions as may be provided by law or further delegated by the Director.

The Office of the Regional Director shall take charge of environmental management and pollution control functions in the region and render staff and technical support to Environmental Regional Offices and other Boards created for Environmental Management.

This Office shall exercise supervision over the following Divisions:

3.2.1 Administrative and Finance Division

The Administrative and Finance Division shall provide general administrative services pertaining to human resources management, records, property and other forms of support to operations; and render budgeting, cashing and accounting services.

This Division shall be composed of the following Sections:

3.2.1.1 Administrative

3.2.1.2 Finance

3.2.2 Pollution Control Division

The Pollution Control Division shall be tasked to implement all programs and activities in accordance to PD 984, RA 8749, and RA 6969. It shall undertake regular monitoring of sampling stations to determine the air and water quality of the region; conduct compliance monitoring of firms to environmental laws; survey of air pollution sources and hazardous wastes generators; evaluate and process applications for permits pursuant to PD 984, RA 8749 and RA 6969.

This Division shall be composed of the following sections:

- 3.2.2.1 Toxic Chemicals and Hazardous Waste Management Section**
- 3.2.2.2 Air Quality Management Section**
- 3.2.2.3 Water Quality Management Section**
- 3.2.2.4 Laboratory Section**

3.2.3 Environmental Impact and Monitoring Division

The Environmental Impact and Monitoring Division shall undertake all activities relative to the implementation of the Environmental Impact Statement System (PD1586). It shall take charge of the review and processing of applications for *Environmental Compliance Certificates (ECCs)* for projects under Environmentally Critical Areas, conduct compliance monitoring of projects to PD 1586, and provide assistance to local government units for vigorous and coordinated solid waste management.

The Division shall be composed of the following sections:

- 3.2.3.1 Environmental Impact Assessment Section**
- 3.2.3.2 Field Monitoring Section**
- 3.2.3.3 Solid Waste Management Section**

3.2.4 Legal and Environmental Education Division

The Legal and Environmental Education Division shall provide counsel/advice/comments and reports on certain issues pertaining to legal matters for appropriate action of the Regional Director. It shall review and evaluate pollution cases prior to its elevation to Pollution Adjudication Board (PAB). It shall also provide support to the intensive information and environmental campaign in the regions.

This Division shall be composed of the following sections:

3.2.4.1 Legal Section

3.2.4.2 Education and Information Section

3.2.5 Planning & Programming, MIS and Statistics Division

The Division shall undertake planning and programming, monitoring and assessment of programs/activities of the region. It shall also coordinate over-all activities of the region on establishing and maintaining management information systems and databases that will provide up-to-date information; provide updated and timely statistics and information for planning purposes and information dissemination.

3.2.5.1 Planning and Programming Section

3.2.5.2 MIS Section

3.2.5.3 Statistics Section

3.3 Provincial and Other Pertinent Offices

Provincial and other field offices as may be hereinafter created by the Secretary upon recommendation by the Director and the Undersecretary for Operations shall be an extension of the Regional Office, particularly in the IEC Campaign and provision of monitoring services.

Other pertinent Offices as may be likewise hereinafter created shall be responsible for other specific functions as may be warranted later on.

The Environmental Management Provincial Offices shall be composed of the following units:

3.3.1 Environmental Monitoring Unit

3.3.2 Environmental Information and Education Unit

The Bureau Regional Director shall exercise control over environmental management and pollution activities and shall perform technical coordination with the Regional Executive Director (RED) in all aspects of environmental management. In case of differences/conflicts of interpretation, opinion and/or perception, the issue shall be elevated by the RED to the Undersecretary for Operations for resolution. Regarding the issuance of permits under PD 984 and PD 1586, specifically ECC and other permits will be the responsibility of the Regional Director.

Section 4. Geographical Jurisdiction of the Regional Office

With the conversion of the EMB as a Line Bureau, there shall be 16 Regional Offices, each for Regions 1 to 13, NCR, Cordillera Administrative Region (CAR) and Region IV-B. Further, the Provincial Environmental Offices will be created in all provinces except those under the jurisdiction of ARMM.

Section 5. Staffing

The EMB Central Office shall initially be complemented with additional one hundred forty-six (146) positions to be created on top of its existing plantilla positions.

The sixteen (16) EMB Regional Offices shall initially be complemented with a total additional eight hundred thirty-seven (837) positions to be created on top of their existing plantilla positions, which shall be allocated in accordance with their respective staffing patterns.

The appropriate staffing pattern, position classification and organizational structure in accordance with the preceding premises are shown in Annexes A and B and shall be approved by the DENR Secretary for implementation. The positions shall be filled in accordance with Civil Service Rules and Regulations.

Section 6. Transitory Provision

Pending the approval of the new staffing pattern and position classification, all permanent and casual employees of the Bureau shall continue to perform their respective duties and responsibilities and receive the corresponding salaries and benefits due them, unless otherwise separated from the service.

The Bureau shall internally adopt the new organization in the interim. In this regard, the Undersecretary for Operations is hereby authorized to reassign Bureau/Regional personnel, subject to existing rules and regulations, through an appropriate Office Order.

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

Meantime, the support services staff of the Regional Offices (ROs) shall be provided by the DENR ROs as designated by the Regional Executive Director.

Section 7. Repealing Clause

All Orders, Circulars, or Instructions of the DENR inconsistent herewith are hereby repealed or amended accordingly.

Section 8. Effectivity

This Order shall take effect immediately.

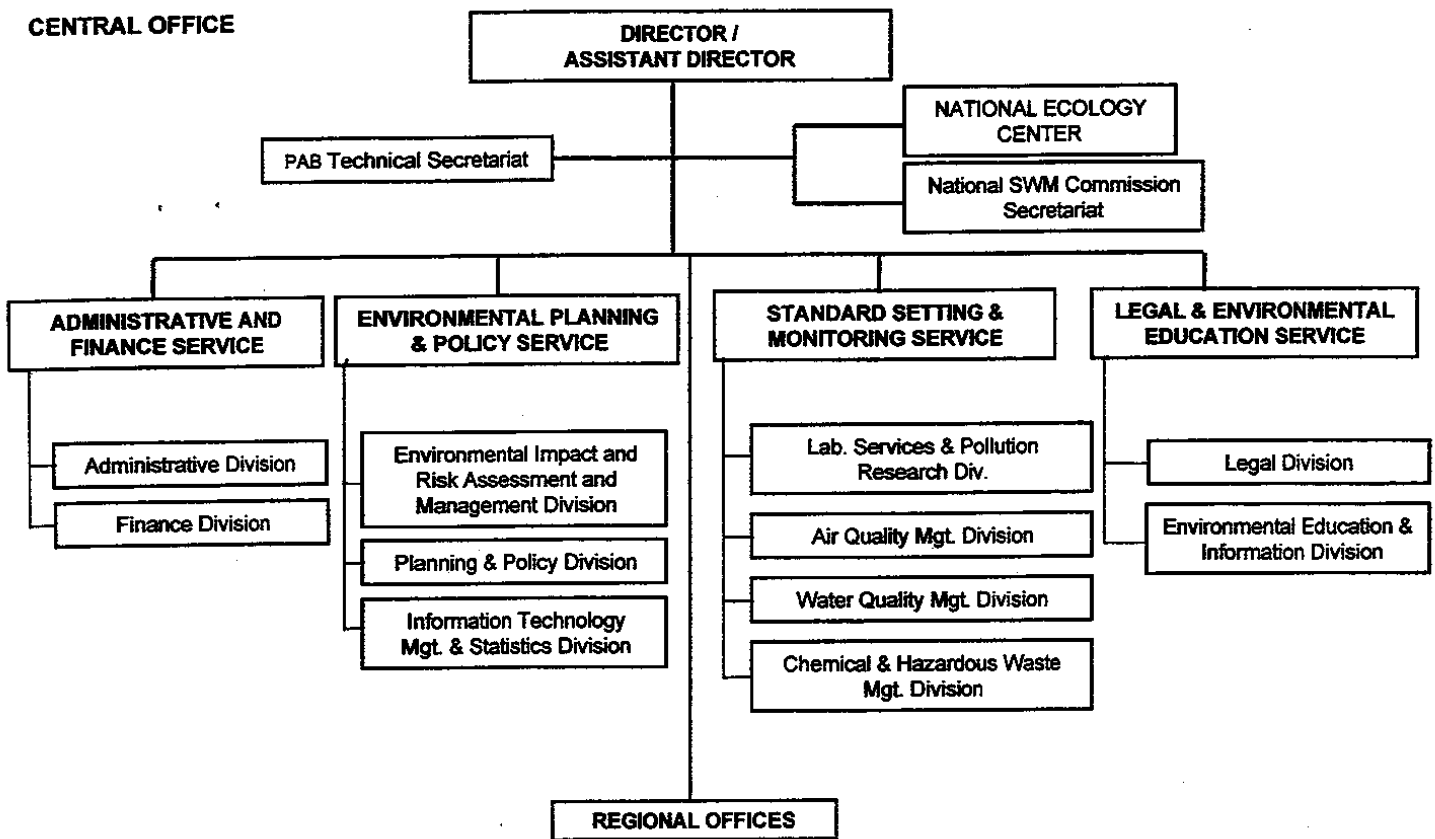


HEHERSON T. ALVAREZ
Secretary

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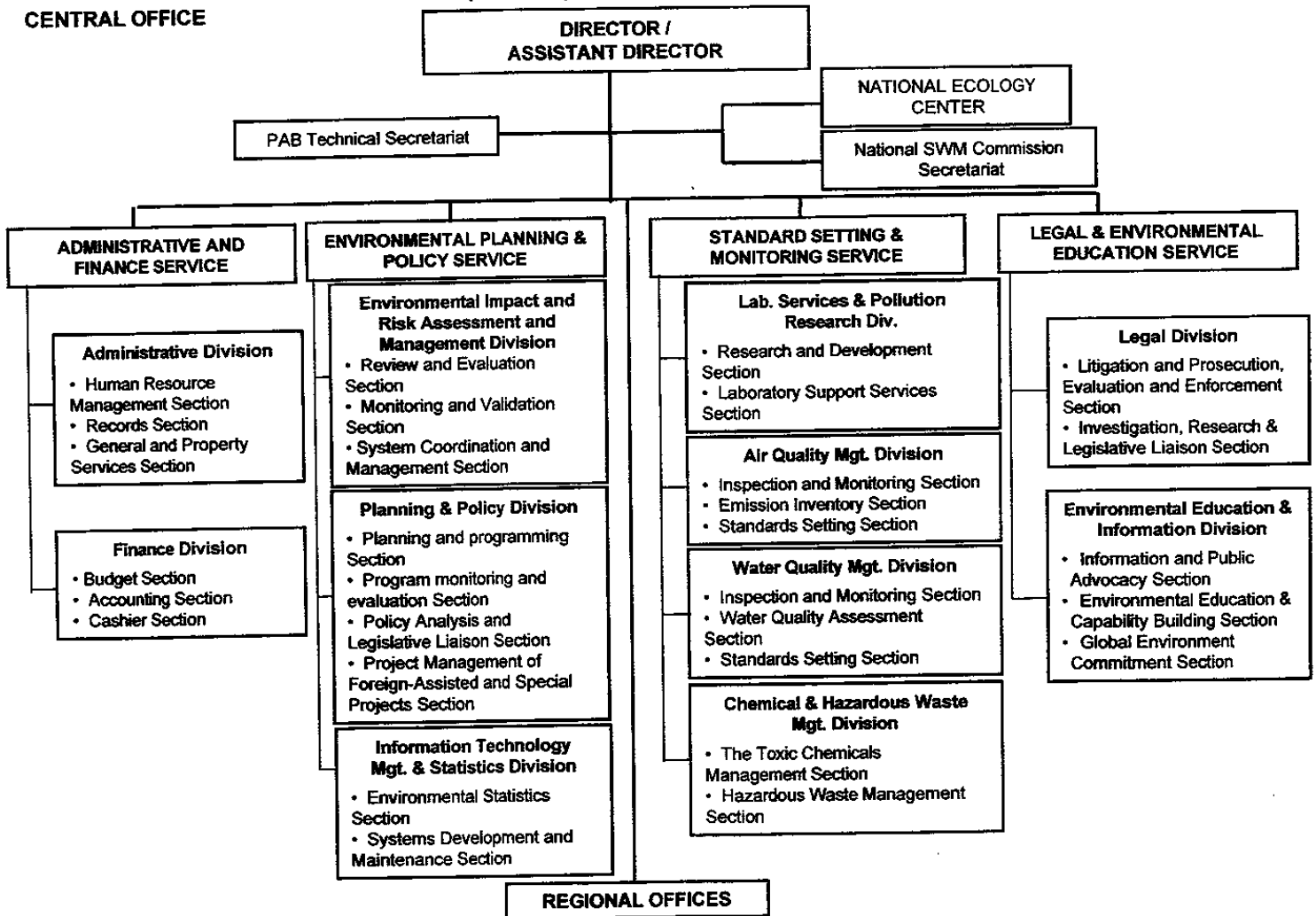
ENVIRONMENTAL MANAGEMENT BUREAU
Proposed Organizational Structure

CENTRAL OFFICE



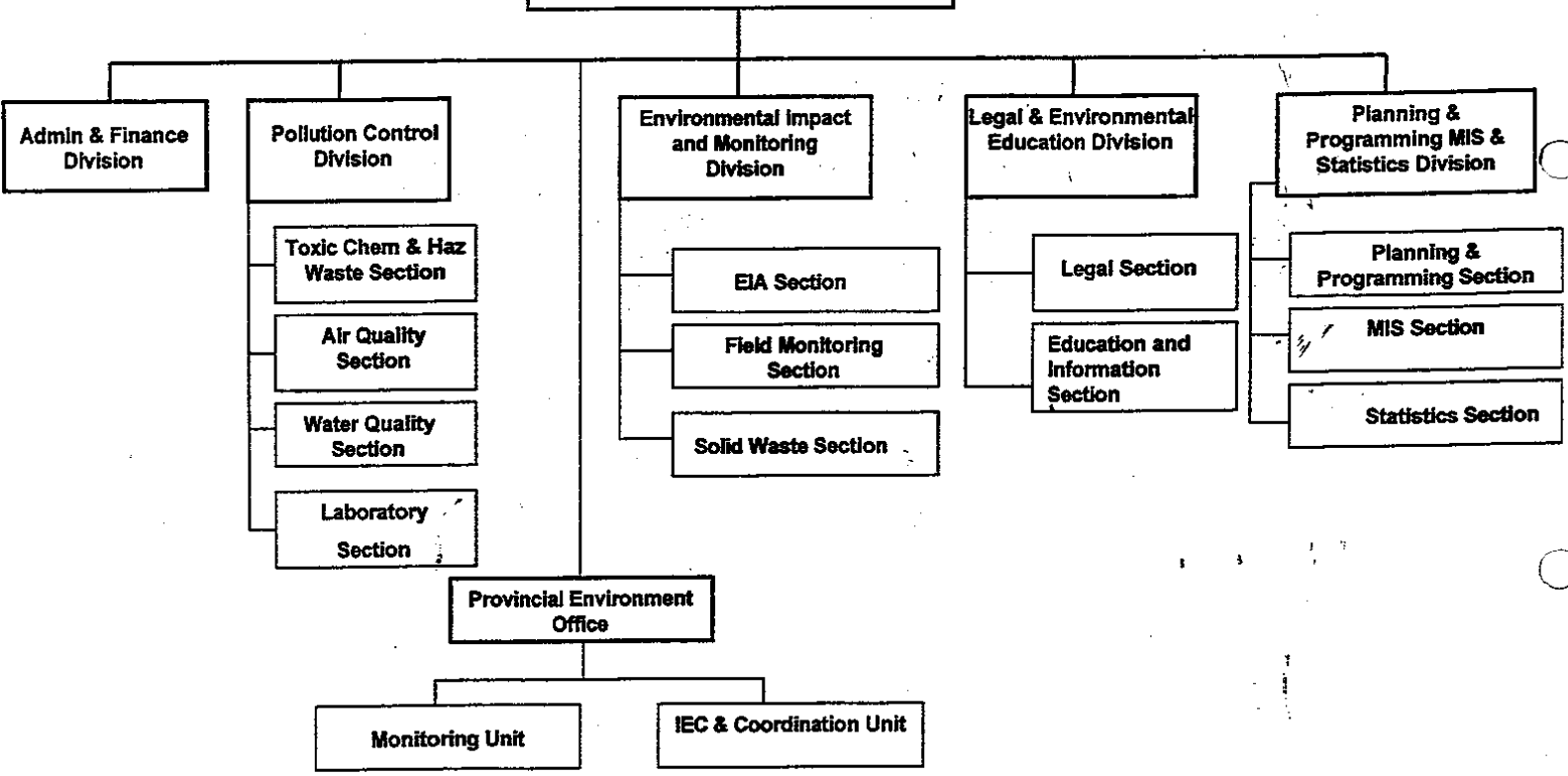
**ENVIRONMENTAL MANAGEMENT BUREAU
Proposed Organizational Structure**

CENTRAL OFFICE



EMB REGIONAL OFFICE

REGIONAL DIRECTOR



POLLUTION ADJUDICATION BOARD TECHNICAL SECRETARIAT

• The PAB secretariat shall provide support to the Board in the adjudication of industrial pollution cases.

Special Assistant to the Board Secretary

Special Action Unit

• This group shall be in charge of special cases that include among others the implementation of Board Orders challenged by respondents. The group shall also act as a Quick Reaction Team in the inspection and investigation of complaints that need immediate attention.

Water Pollution Unit

• The unit shall be in charge of monitoring, inspection, and evaluation of water pollution cases brought before the PAB. The unit shall also determine the proper amount of fines impassable against respondent firms in accordance with existing guidelines of the PAB.

Air Pollution Unit

• The unit shall be in charge of monitoring, inspection, and evaluation of air pollution cases brought before the PAB. The unit shall also determine the proper amount of fines impassable against respondent firms in accordance with existing guidelines of the PAB

NATIONAL SOLID WASTE MANAGEMENT COMMISSION SECRETARIAT

- The NSWMC Secretariat shall provide support to the National Solid Waste Management Commission in the implementation of solid waste management plans and prescribe policies to achieve the objectives of the Ecological Solid Waste Management Act (RA 9003).

NATIONAL ECOLOGY CENTER

- The NEC shall handle information dissemination, consultation, education and training of various local government units on ecological waste management.
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ADMINISTRATIVE AND FINANCE SERVICE

• The *Administrative & Finance Service* shall provide the administrative and financial functions of the Bureau.

ADMINISTRATIVE DIVISION

• The Administrative Division shall establish bureau-wide policies on personnel management, general services, communications, logistics, property, safety, records management and documentation.

FINANCE DIVISION

• The finance division shall develop, maintain and improve a cost and financial accounting system for all projects of the Bureau, formulate basic policies and guidelines for the preparation of budget; and exercise over-all supervision over the financial management functions and activities of the Bureau and its Regional Offices.

Human Resource Management Section

• Responsible for the development and maintenance of personnel program which includes recruitment, selection, appointment, performance evaluation, employee claims and welfare services.

Records Section

• Responsible for the maintenance of the records and provides messengerial services.

General and Property Services Section

• Responsible for the implementation and monitoring of supply and property management program of the Bureau; repair and maintenance of equipment and property; keep and update inventory of properties and recommend its approval; and proper maintenance of motor vehicles, including its insurance and registration.

Budget Section

• Responsible for the preparation and administration of the Bureau's budget.

Accounting Section

• Responsible for the maintenance of books of accounts including its subsidiary records in accordance with existing accounting and auditing rules and regulations and submission of financial reports.

Cashier Section

• Responsible for the collection and deposit of cash, payment of vouchers and submission of accountability reports.

ENVIRONMENTAL PLANNING AND POLICY SERVICE

ENVIRONMENTAL IMPACT AND RISK ASSESSMENT AND MANAGEMENT DIVISION

• Serve as the focal point to achieve its mission to carry out the Philippine EIS System Policy (PD1586) to attain and maintain a rational orderly balance between socio-economic growth and environmental protection; and promote and strengthen ELA networking/linkages and coordination with the government, and non-government and private entities.

Review and Evaluation Section

• The section shall be in charge of screening of projects for coverage under the EIS System, handling EIS Scoping, ECC applications review/evaluation and other related functions of the division.

Monitoring and Validation Section

• The Section shall be in charge of monitoring of projects' compliance to ECC conditions and implementation of the Environmental Management Program (EMP) and validation of the impacts as a basis for evaluating environmental performance or the effectiveness of the EMP.

System Coordination and Management Section

• The section in coordination with the environmental planning and policy division is in charge of assuring that the present internal policies in the review and evaluation as well as monitoring of projects/programs are consistent with the national policies and shall monitor and document specific decisions on certain cases encountered during day to day operations which has policy implications. It shall also be responsible with the integration of the voluminous environmental data gathered from the implementation of the system into useful information for input into the environmental planning and policy formulation function of the EMB. It shall integrate commitments made in various meetings with the other government agencies in the division's internal policies.

PLANNING AND POLICY DIVISION

• The Division shall be responsible for integrating the short, medium and long-term plans of the Bureau; provide planning standards and guidelines for integrating sectoral and regional plans in the preparation of the Bureau's budget, provide a mechanism for monitoring and assessment of physical and financial accomplishments. It shall also design and install a national and regional development planning and management system; develop/evaluate and monitor programs/projects of the Bureau, undertake policy studies for effective and efficient and economical operations of the Bureau.

Planning and Programming Section

• The Section shall be responsible for integrating the short, medium and long-term plans of the Bureau; provide planning standards and guidelines including workloads in the preparation of the Bureau's budget.

Program Monitoring and Evaluation Section

• The Section shall conduct monitoring and assessment of env'tl programs/projects/activities/accomplishments.

Policy Analysis and Legislative Liaison Section

• The Section shall formulate policy recommendations and strategies for environmental management; review and evaluate the implementation of policies concerning environmental management and pollution control; formulate alternative global and national scenarios as bases for long-term resource policy agenda; coordinate and maintain liaison with other government agencies on policy matters affecting environment and with the Congress regarding legislative inquiries and enactment of environmental proposals into laws.

Project Management of Foreign-Assisted and Special Projects Section

• The Section takes charge of project development, monitoring and evaluation in coordination with various divisions of the Central and Regional Offices.

INFORMATION TECHNOLOGY & STATISTICS DIVISION

• The *Information Technology & Statistics* Division shall coordinate over-all activities of the Bureau on establishing and maintaining management information systems and databases that will provide up-to-date information necessary for management's policy formulation and decision-making functions.

Environmental Statistics Section

• The Section shall be responsible for studying, compiling and analyzing the quality of the environment and undertake comprehensive review and assessment of statistical reports pertaining to the environment for planning purposes and information dissemination.

Systems Development and Maintenance Section

• This Section shall establish and maintain management information systems and databases that will provide updated and timely statistics and information necessary for management's policy formulation and decision-making functions.

STANDARD SETTING AND MONITORING SERVICE

- The Standard Setting & Monitoring Service shall formulate standards/monitoring guidelines for acceptable quality of air and water and management of chemicals and hazardous wastes in the country.

LABORATORY SERVICES AND POLLUTION RESEARCH DIVISION

- The Laboratory Services & Pollution Research Division shall formulate, develop, coordinate and implement short-term and long-term, research programs on existing and potential environmental issues; aims to provide the scientific data to be used as basis for policy formulation, environmental monitoring, and enforcement of rules and regulations, and in dealing with potential environmental issues and problems; priority areas are the following: environmental quality standards and criteria, global phenomena, environmental technology assessment and application, coastal environment management, and special areas of concern and laboratory support services.

Research and Development Section

- The Research and Development Section shall formulate, develop, coordinate and implement short-term and long-term research programs on existing and potential environmental issues. It aims to provide the scientific data to be used as a basis for policy formulation, environmental monitoring, and enforcement of rules and regulations, and in dealing with potential environmental issues and problems.

Laboratory Support Services Section

- The Laboratory Support Services Section shall primarily generate data from the analysis of environmental samples. It shall likewise adopt and/or develop alternative procedures and methods for assessing environmental quality which are applicable to local conditions. In addition, the Section shall implement the DENR scheme for the recognition of environmental laboratories.

AIR QUALITY MANAGEMENT DIVISION

- The Air Quality Management Division shall undertake the implementation of a holistic national program for air pollution management including the establishment and supervision of airsheds throughout the country; formulate air quality surveillance and monitoring/schemes for the implementation by the regional offices; conduct emission source inventory for the entire country in coordination with the regional offices; evaluate plans, technologies/control facilities relevant to issuance of permits/clearances.

Inspection and Monitoring Section

- The Section shall conduct inspection, surveillance, monitoring and test of ambient air as well as establishments which are potential/actual sources of pollution; determine and assess compliance with the air quality standards/requirements of the office; investigate air pollution complaints and cases; and identify critical areas that need close monitoring.

Emission Inventory Section

- The Section shall prepare survey forms, conduct researches, evaluate air quality management studies and undertake other activities relevant to emission inventory. It shall also prepare annual inventory and assessment report of air quality; establish emission database; and recommend plans and programs needed in policy, standard setting and other aspects of air quality management.

Standards Setting Section

- The Section shall formulate air quality standards and policies on air quality management; conduct researches, literatures survey, collate information from the other units of the service and other sources relevant to standards-settings activities; and recommend periodic updating of air quality standards consistent with the approved Clean Air Act (CAA).

Water Quality Management
Division

Chemical and Hazardous Waste
Quality Management Division

WATER QUALITY MANAGEMENT DIVISION

• The Water Quality Management Division shall undertake water quality surveillance and monitoring program for the implementation by the regional offices; conduct water pollution discharge inventory from point and non-point sources; develop and validate dispersion model through simulation and validation of available models for predicting pollutant levels in coordination with the Pollution Research Division; review, formulate and update the country's water quality and industrial effluent standards; monitor the activities of the regional offices regarding the effective implementation of pollution control law and oversee the river classification program.

Inspection and Monitoring Section

• The Section shall conduct inspection or surveillance of ambient water as well as establishments which are potential sources of pollution; draft/finalize appropriate manuals and procedures in the conduct of water quality inspection; coordinate with other agencies concerned with quality inspection/monitoring; act on complaints related to water quality guidelines violations; determine and assess compliance with the standards/requirements; and identify critical water bodies that need close monitoring.

Standards Setting Section

• The Section shall formulate water quality standards and policies on water quality management; coordinate with concerned government agencies, industries and individuals technically knowledgeable in standard setting; evaluate water quality standard and recommend periodic updating of standard; and conduct researches, literature surveys, and information relevant to standard settings.

Water Quality Assessment Section

• The Section shall conduct categorization of rivers, lakes, bays and other water bodies; oversee the program on classification of water bodies; conduct special response and monitoring of pollution emergencies and catastrophes; conduct researches and evaluate water quality management studies and prepare annual inventory and assessment report of water quality and database.

CHEMICALS AND HAZARDOUS WASTE MANAGEMENT DIVISION

The Toxic Chemicals Management Section

• The Toxic Chemicals Management Section shall maintain and update a national inventory of chemicals and chemical substances; formulate a comprehensive program and policies on safe use and management of industrial chemicals and chemical substances; control manufacture, importation, and use of industrial chemicals scientifically found to have deleterious effect to public health and environment through the issuance of permits and clearances; issue chemical orders and prepare a phase-out program on the manufacture, importation and use of chemicals which poses risks to public health and the environment; and harmonizes the Philippine's obligation under international agreements related to the regularization of chemicals.

Monitoring/Inspection and Investigation Unit

• The Unit shall conduct regular industrial inspection and compliance monitoring on the condition stipulated in issued permits and clearances to maintain safe use and management of chemicals and chemical substances; investigate complaints and other related issues and concerns regarding the improper use and management of chemicals and chemical substances and recommend sanctions for non-complying industry; and provide inputs and assistance to develop a compliance monitoring scheme to enforce and promote observance of the provision of RA 6969. It shall also provide technical assistance to the Regional Offices regarding the implementation of RA 6969.

Permits/Clearances Issuance Unit

• The Unit shall review/evaluate environmental hazards and risks of industrial chemicals and issue permits to chemicals and chemical substances under CCO and PCL; review/evaluate chemicals and chemical substances subject to PMPIN requirements and issue Importation Clearance and/or Interim Status Permits; establish and maintain database for chemical and chemical substances in PCL and CCO; spearhead the review and updating of PICCS together with MIID and PCTD; and provide inputs and assistance to the policy group (PCTD) in the formulation of policies and development training activities on chemical management.

Standard Setting Unit

• The Unit shall develop manuals, codes of practice guidelines and procedures for proper storage and transport and disposal of chemicals; issue CCO for chemicals and chemical substances which poses to public health; review and update the PCL; establish a national system to link existing sources of information on chemicals; develop standard criteria for risk assessment and other related chemical management standards; provide seminar and training programs for industries and regional offices; coordinate within the Department, other government agencies and private institutions for effective implementation of rules and regulations under RA 6969; and also harmonizes activities related to our local and international commitments and obligations, i.e. Prior Informed Consent (PIC), Persistent Organic Pollutants (POPs), International Forum for Chemical Safety (IFCS), Montreal Protocol.

Hazardous Waste Management Section

• The Hazardous Waste Management Section shall provide for the implementation of a comprehensive program for the waste management; monitoring and optimize methods, system and strategies for monitoring and assessment of exposure of man and the environment to wastes; coordinate an inter-agency technical advisory council to ensure effective program implementation and information dissemination; prepare compliance monitoring guidelines for hazardous/domestic waste generators; conduct inventory of Hazardous Waste Generators/Treaters; develop procedures for registration/accreditation of Waste Transporter and Develop hazardous Waste, Treatment, Storage and Disposal (TSD) Facility Permitting Procedure.

Monitoring/Inspection and Investigation Unit

• The Unit shall conduct regular inspection and compliance monitoring of facilities generating, recycling and treating hazardous wastes including disposal facilities and survey of possible sites contaminated by hazardous wastes; act on complaints and information on illegal dumping and traffic of hazardous wastes and recommend/impose sanctions against violators of RA 6969 and Basel Convention.

Permits/Clearances Issuance Unit

• The Unit shall prepare checklist of information requirements for the issuance of permits and clearances; review evaluate applications for transport, storage, and disposal of hazardous wastes for treatment and disposal and recommend issuance or denied permits and clearances. It shall also implement the requirements and procedures of the Basel Convention and DAO 92-29, 94-28 and 97-28.

Standard Setting Unit

• The Unit shall update/operate and update the National Hazardous Waste Tracking System (HWTS); review and evaluate reports/manifests and proposals submitted by hazardous wastes generators, transporters and treaters/recyclers; evaluate and consolidate data and information on waste generation reported by hazardous waste generators and prepare matrix of compliance on the requirements of RA 6969 and Basel Convention. It shall also prepare guidelines and standards for treatment storage and disposal facility.

LEGAL AND ENVIRONMENTAL EDUCATION SERVICE

LEGAL DIVISION

• The Legal Division shall direct the Bureau's legal operation. It shall provide legal counsel/advice; review issuance of licenses, permits, notices of violations, Orders/Resolutions, contracts involving EMB's mandate; file indictment cases against violators and assists in the formulation of policies, programs, guidelines, memorandum circulars, standards, and rules and regulations. Likewise, it shall render comments on certain issues that touched on legal matters, conduct continuing legal studies and researches, and draft decisions, orders and reports for appropriate action of the Executive Director.

Litigation and Prosecution, Evaluation and Enforcement Section

• This Section shall be responsible in filing indictment cases and in assisting public prosecutors/Office of the Solicitor General in prosecuting violators of environmental laws as per recommendation of the Investigation, Research and Legislative Liaison Section.

Investigation, Research and Legislative Liaison Section

• The Investigation, Research & Legislative Liaison Section shall be responsible in gathering data such as case histories of person/industry/developer found violating environmental laws. Based on its findings/researches, it shall recommend cases for hearing, issuance of appropriate orders imposing the penalties provided by law. It shall likewise oversee the legality of actions being executed by EMB; and review contracts, permits and drafts orders.

ENVIRONMENTAL EDUCATION AND INFORMATION DIVISION

Information and Public Advocacy Section

• The Information and Public Advocacy Section shall undertake activities that will create public awareness through the use of print and broadcast media, conduct seminars, symposia, lectures, briefings and other related information activities. The section shall also be responsible in the preparation of environmental quality report.

Environmental Education and Capability Building Section

• This Section shall undertake programs that will inculcate awareness, understanding, as well as promote skills, positive attitudes, commitments and active participation for the protection of the environment, through the integration of environmental concerns in the school, government and private sectors. It shall also conduct training needs analysis, and actual training programs for the afore-cited sectors.

Global Environment Commitment Coordination Section

• The Global Environment Commitment Coordination Section shall set as a priority to coordinate the development, negotiation and ratification of international environmental conventions, agreements/protocols to deal effectively with environmental degradation and protection of shared global resources; promote awareness among stakeholders/general public on international conventions its status and impacts on the country's programs/project.