

DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
SOCIAL AND ENVIRONMENTAL MANAGEMENT SYSTEMS OPERATIONS MANUAL
DECEMBER 2016

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Annex 1: List of Annexes of the Revised Procedural Manual of DAO 2003-30

Annex No.	ANNEX TITLE
	PROJECT SCREENING
2-1a	EIA Coverage & Requirements Screening Checklist
2-1b	Project Grouping Matrix for Determination of EIA Report Types for New Single & Co-located Projects
2-1c	Decision Chart for Determination of Requirements for Project Modification (Revised under EMB MC 2014-005)
	STAKEHOLDER IDENTIFICATION
2-2	Guidelines on Delineation of Direct and Indirect Impact Areas
2-3	Pro-forma Stakeholder Identification Matrix with Supplementing Guidelines
2-4	Information, Education and Communication (IEC) Activities
	SCOPING
2-5	Pro-forma Letter-Request for Scoping
2-6	Outline for Project Description for Scoping (PDS)
2-7a	Scoping and Procedural Screening Checklist for EIS
2-7b	Scoping and Procedural Screening Checklist for EPRMP
2-7c	Pro-forma Public Scoping List of Issues
2-7d	Project Environmental Monitoring and Audit Prioritization Scheme (PEMAPS) Questionnaire
2-7e	Procedural Guidelines for Scoping of Environmental Risk Assessment (ERA)
2-8	Generic Criteria for Selection of EIA Review Committee Members, EIARC Chair and Resource Persons
2-9	Pro-forma Program for Public Scoping with Supplementing Guidelines
2-10	Relationship of EIA with LGU and Other Government Requirements
	EIA REPORT PREPARATION
2-11	Programmatic Environmental Impact Statement (PEIS) Outline
2-12	Environmental Impact Statement (EIS) Outline
2-13	Programmatic Environmental Performance Report and Management Plan (PEPRMP) Outline
2-14	Environmental Performance Report and Management Plan (EPRMP) Outline
2-15	Initial Environmental Examination Report (IEER) Outline
2-16	Project Description Report (PDR) Outline
2-17	Sample Impact Management Plan (IMP) Template
2-18	Sample Template for Social Development Plan/Framework
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	EIA REPORT REVIEW
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2-25	Pro-forma Program for EIARC Meetings with Supplementing Guidelines on Substantive Review and Review Team's Roles, Responsibilities and Authorities
2-26	Pro-forma Notice of Public Hearing/Public Consultation
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2-29	Review Process Report (RPR) Outline/Content
	DECISION MAKING / ISSUANCE OF EIA CERTIFICATES
2-30a	Standard ECC Format and Content with Supplementing Guidelines on Decision Making
2-30b	Sample Letter of Transmittal of ECC Recommendations to LGUs & Government Agencies
2-31	Standard Format and Content of Certificate of Non-Coverage (CNC)
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3-1	Pro-forma Proponent Compliance Monitoring Report

Annex No.	ANNEX TITLE
3-2	Pro-forma MMT Compliance Monitoring and Validation Report (CMVR)
3-3	Pro-forma EMB Compliance Evaluation Report (CER)
3-4	Pro-forma MOA on the Creation of the MMT, EMF and EGF
3-5	EMF Administration and Management Guidelines
3-6	EGF Administration and Management Guidelines

Annex 2: Screening Table for Project Environmental and Social Impact

PART I. Basic Project Information

(Note: Adapted from the application for Certificate of Non-Coverage)

1. Name of Project			
2. Project Location	Street/Sitio/Barangay		Zone/Classification (i.e. industrial, residential)
	City/Municipality	Province	Region
3. Proponent Name			
4. Proponent Address			
5. Contact Person	Name	Designation	
6. Proponent Means of Contact	Landline No.	Fax No.	
	Mobile No.	Emal	
7. Project Type/ Undertaking			
8. Project Size	Capacity/Others: (i.e. MW, m ³ , heads)	Space Allocation/Area (i.e. km, ha, sqm)	
	Quantity to be Processed (i.e. MT of raw material)	Others:	
	Production Rate (i.e. MT/year)		
9. Description of Project Activities (i.e. during pre-construction, construction, operation and abandonment)			
	Prepared/Submitted by:	Concurred/Approved by:	
	Signature over Printed Name	Owner's/Proponent's Signature over Printed Name	

Part II. Screening Table

Environmental and Social Impacts	Indicate level of project impact (and corresponding EA type)			Identify mitigating measures in project design and in SEMP/RAP/IPP*
	High– major change (EIS/ SEMP)	Medium– manageable (EIS or IEE/ SEMP)	Low– minimal (SEMP)	
Site sensitivity				
Intrusion in environmentally sensitive areas or key biodiversity area (natural forest, watersheds, mangroves)			x	n/a
Land conversion; consistency with Land Use/ Zoning			x	
Vulnerability to natural hazards (flood/landslide/erosion prone)			x	
Harvesting/Extraction of water, trees, minerals, gravel, sand, etc.				
Geology/Soils				
Change in surface landform /topography/terrain/slope				
Change in sub-surface conditions				
Inducement of subsidence				
Inducement of landslides or other natural hazards				
Soil Erosion				
Terrestrial Biology				
Vegetation removal; loss of productive lands, natural habitats or loss of access to parks				
Disturbance to natural ecosystem/ wildlife				
Hydrology/Hydrogeology				
Change in drainage flow				
Inducement of flooding				
Restriction of natural waterways				
Water Quality and Water Resource availability				
Surface- or groundwater pollution				
Limited access to potable water				
Water resource competition				
Waste generation				
Domestic sewage				
Solid wastes				
Construction debris				
Freshwater / Coastal / Marine Ecology				
Threat to aquatic plants and animals				
Loss of natural habitat				
Air Quality and Traffic congestion				
Air pollution / increase in greenhouse gas				
Traffic congestion				
Increase in noise				

Environmental and Social Impacts	Indicate level of project impact (and corresponding EA type)			Identify mitigating measures in project design and in SEMP/RAP/IPP*
	High– major change (EIS/ SEMP)	Medium-manage-able (EIS or IEE/ SEMP)	Low-minimal (SEMP)	
Increase in vibration				
SOCIAL IMPACTS				
Land acquisition and Involuntary resettlement				
Land acquisition				
Change in land ownership				
Displacement of property/ livelihoods				
Involuntary resettlement/ displacement of settlers				
Indigenous Peoples				
Presence or Impact (+ or -) Indigenous People				
Located in area/s covered by a Certificate of Ancestral Domain Title or existing claim to one?				
Require land used by IPs for productive (food gathering, gardening, farming, pasture, fishing, forests) and/or cultural purposes (sacred ground, place of rites, etc.)?				
Public health				
Effect on Community health and safety				
Effect on Occupational health and safety				

Annex 3: Technical Definition of Environmentally Critical Areas and Corresponding Operationalization Guide

ECA Category (Proclamation 2146)	Operationalization Guide
<p>1. Areas declared by law as national parks, watershed reserves, wildlife preserves, and sanctuaries</p> <ul style="list-style-type: none"> • Areas declared as such under Republic Act No. 7586 or the National Integrated protected Areas System (NIPAS) act. • Areas declared as such through other issuances from pertinent national and local government agencies such as presidential proclamations and executive orders, local ordinances and international commitments and declarations 	<ul style="list-style-type: none"> • ECA maps shall be exclusively based on data provided by <ul style="list-style-type: none"> ◦ BMB (formerly PAWB) from the Registry of NIPAS Protected Areas ◦ BMB records of presidential proclamation and executive orders ◦ BFAR for the fish sanctuaries • For LGU-declared reserves and other protected areas, the basis shall be a local ordinance passed by the LGU's council (e.g. SP). Such ordinance shall be submitted to BMB for inclusion in a registry to be established by BMB. • Updating of this category shall be done every three (3) years or as may be necessary subject to notification by BMB.
<p>2. Areas set aside as aesthetic, potential tourist spots</p> <ul style="list-style-type: none"> • Aesthetic potential tourist spots declared and reserved by the LGU, DOT or other appropriate authorities for tourism development. • Class 1 and 2 caves are cited in EMB MC 2014-004 and defined under DENR MC 2012-03 and significant caves as may be determined by BMB and EMB. 	<ul style="list-style-type: none"> • ECA maps shall be based on data as provided by <ul style="list-style-type: none"> ◦ BMB for significant caved ◦ DOT for tourism development area ◦ TIEZA for tourism enterprise zone • For LGU-declared tourism areas or zones, the basis shall be a local ordinance passed by the LGU's council (e.g., SP). Such ordinance shall be submitted to DOT/TIEZA for inclusion in a registry to be established by DOT/TIEZA • Updating of this category shall be done every three (3) years or as may be necessary subject to notification by BMB/DOT/TIEZA.
<p>3. Areas which constitute the habitat for any endangered or threatened species of indigenous Philippine wildlife (flora and fauna)</p> <ul style="list-style-type: none"> • Areas identified as key biodiversity areas (KBAs by BMB, • Areas declared as Local conservation areas (LCA) through issuances from pertinent national and local government agencies such as presidential proclamations and executive orders, local ordinances and international commitments and declarations. 	<ul style="list-style-type: none"> • ECA maps shall be based on data as provided by <ul style="list-style-type: none"> ◦ BMB from their Registry of KBAs. ◦ BFAR for significant fishing grounds • For LGU-declared LBAs, the basis shall be a local ordinance passed by the LGU's council (e.g., SP). Such ordinance shall be submitted to BMB for inclusion in registry to be established by BMB. • Updating of this category shall be done every three (3) years or as may be necessary subject to notification by BMB.
<p>4. Areas of unique historic, archeological, geological, or scientific interests</p> <ul style="list-style-type: none"> • All areas declared as historic site under RA 10066 by the NHCP • The whole barangay or municipality, as may be applicable, where archaeological, paleontological and anthropological sites/reservations are located as proclaimed by the National Museum. • The whole barangay or municipality, as may be applicable, of cultural and scientific significance to 	<ul style="list-style-type: none"> • ECA maps shall be based on data as provided by <ul style="list-style-type: none"> ◦ NHCP for historical centers/zones ◦ National Museum (for archaeological, paleontological and anthropological sites) ◦ MGB (for geological monuments) • For LGU-declared zones/areas the basis shall be a local ordinance passed by the LGU's council (e.g., SP). Such ordinance shall be submitted to NHCP/NM/MGB for inclusion in registry to be established by the agency. • Updating of this category shall be done every three (3) years or as may be necessary subject to notification by the

ECA Category (Proclamation 2146)	Operationalization Guide
the nation as recognized through national or local laws or ordinances (e.g. declared geological monuments and scientific research areas and areas with cultural heritage significance as declared by the LGUs or NCCA)	agency concerned.
<p>5. Areas which are traditionally occupied by cultural communities or tribes</p> <ul style="list-style-type: none"> • Areas issued Certificates of Ancestral Domain Title (CADT) or Certificate of Ancestral Land Title (CALT) by National Commission on Indigenous Peoples (NCIP) • Areas issued Certificate of Ancestral Domain Claim (CADC) or Certificate of Ancestral Land Claim (CALC) by the DENR • Areas that are historically/traditionally occupied as ancestral lands or ancestral domains by indigenous communities as documented in reputable publication or certified by NCIP. 	<ul style="list-style-type: none"> • ECA maps shall be based on data as provided by NCIP (for CADT) and CALT) and DENR (for CADC and CALC) • Updating of this category shall be done every three (3) years or as may be necessary subject to notification by NCIP or DENR.
<p>6. Areas frequently visited and or hard-hit by natural calamities</p> <ul style="list-style-type: none"> • The area shall be so characterized if any of the following conditions exists: 	
<p>6.1. Geologic hazard areas:</p> <ul style="list-style-type: none"> • Areas classified by the MGB as susceptible to landslide • Areas identified as prone to land subsidence and ground setting, areas with sinkholes and sags as determined by the MGB or as certified by other competent authorities. 	<ul style="list-style-type: none"> • ECA maps shall be based on data as provided by MGB. • Updating of this category shall be done every three (3) years or as may be necessary subject to notification by MGB.
<p>6.2. Flood-prone areas :</p> <ul style="list-style-type: none"> • Areas with identified or classified by MGB or PAGASA as susceptible or prone to flood 	<ul style="list-style-type: none"> • ECA maps shall be based on data as provided by MGB or PAGASA. • Updating of this category shall be done every three (3) years or as may be necessary subject to notification by MGB or PAGASA.
<p>6.3. Areas frequently visited or hard-hit by typhoons:</p> <ul style="list-style-type: none"> • For purposes of coverage, depressions, storms and typhoons will be covered in the category • This shall refer to all provinces affected by a tropical cyclone in the past.. 	<ul style="list-style-type: none"> • ECA maps shall be based on data as provided by PAGASA (Tropical Cyclone Frequency Map). • Updating of this category shall be done every three (3) years or as may be necessary subject to notification by PAGASA.
<p>6.4. Areas prone to volcanic activities/earthquakes</p> <ul style="list-style-type: none"> • This refers to all areas around active volcanoes designated by Philippine Institute of Volcanology and Seismology (PHIVOLS) as Permanent Danger Zone as well as areas delineated to be prone to pyroclastic flow hazards, lava flow hazard, lahar hazard and other volcanic hazard as found 	<ul style="list-style-type: none"> • ECA maps shall be based on data as provided by PHIVOLCS. • Updating of this category shall be done every three (3) years or as may be necessary subject to notification by PHIVOLCS.

ECA Category (Proclamation 2146)	Operationalization Guide
<p>applicable per active volcano</p> <ul style="list-style-type: none"> This refers to all areas identified by Philippine Institute of Volcanology and Seismology. 	
<p>7. Areas with critical slope:</p> <ul style="list-style-type: none"> This shall refer to all lands with slope of 50% or more as determined from the latest official topographic map from NAMRIA 	<ul style="list-style-type: none"> ECA maps shall be based on data as provided by NAMRIA. Updating of this category shall be done as may be necessary.
<p>8. Areas classified as prime agricultural lands</p> <ul style="list-style-type: none"> Prime Agricultural lands shall refer to lands that can be used for various or specific agricultural activities and can provide optimum sustainable yield with a minimum of inputs and developments costs as determine by DA, NIA or concerned LGU through their zoning ordinance 	<ul style="list-style-type: none"> ECA maps shall be based on data as provided by <ul style="list-style-type: none"> NIA for irrigated and/or irrigable lands BSWM for prime agricultural land based on land suitability maps Updating of this category shall be done every three (3) years or as may be necessary subject to notification by DA/NIA.
<p>9. Recharge areas of aquifers</p> <ul style="list-style-type: none"> Recharge areas of aquifers shall refer to sources of water replenishment where rainwater or seepage actually enters the aquifers Areas under this classification shall be limited to all local on non-national watersheds and geothermal reservations 	<ul style="list-style-type: none"> ECA maps shall be based on data as provided by <ul style="list-style-type: none"> DOE for geothermal reservations NWRB for aquifers/recharge areas Updating of this category shall be done every three (3) years or as may be necessary subject to notification by DOE and/or NWRB
<p>10. Water bodies</p> <ul style="list-style-type: none"> All natural water bodies (e.g., rivers, lake, bay) that have been classified or not. 	<ul style="list-style-type: none"> ECA maps shall be based on data as provided by EMB Updating of this category shall be done every three (3) years or as many be necessary subject to notification by EMB.
<p>11. Mangrove Areas:</p> <p>Mangrove areas as mapped or identified by DENR</p>	<ul style="list-style-type: none"> ECA maps shall be based on data as provided by BMB For mangrove areas managed by LGUs, tha basis shall be a local ordinance passed by the LGU's council (e.g. SP). Such ordinance shall be submitted to BMB for inclusion in a registry to be established by BMB. Updating of this category shall be done every three (3) years or as may be necessary subject to notification by BMB.
<p>12. Coral Reefs</p> <p>Coral reefs as mapped or identified by DENR and/or DA-BFAR</p>	<ul style="list-style-type: none"> ECA maps shall be based on data as provided by BMB and/or DA-BFAR. Updating of this category shall be done every (3) years or as may be necessary subject to notification by BMB and/or DA BFAR.

Source: EMB MC 2014-005.

Annex 4: Project Thresholds for Coverage Screening and Categorization

(Extract from EMB MC 2014-005)

Projects/Description	Covered (Required to Secure ECC)			Not Covered (May secure CNC)	Project Size parameters/Remarks
	Category A: ECP	Category B: Non-ECP		Category D	
	EIS	EIS	IEE Checklist	PD (Part I only)	
Dams (including those for irrigation, flood control, water source and hydropower project/including run-of-river typw)	≥25 hectares or ≥20 million m ³	>5 hectares but < 25 hectares OR >5 million m ³ but < 20 million m ³	≤ 5 hectares AND ≤ 5 million m ³	None	Reservoir flooded/inundated area or/and water storage capacity
Water supply projects (without dams)	None	With water source (e.g. irrigation gallery, etc.) and water treatment facilities, including desalination, reverse osmosis (RO)	Level III (distribution system only)		
Reclamation and other land restoration projects	≥25 hectares	≥ 5 hectares but < 25 hectares	<5 hectares	None	Area reclaimed/restored
Roads, new construction	NATIONAL ROAD ≥20.0 km (length with no critical slope) OR ≥10 km (length with critical slope)	PROVINCIAL ROAD and OTHER TYPES of ROADS: ≥20.0 km (length with no critical slope) OR ≥10 km (length with critical slope)	All types of road: >2 but <20.0 km, km (length with no critical slope) OR >2km but <10km.0 km (length with critical slope)	≤2 km	
Road, widening, rehabilitation and/or improvement	None	>50% increase in capacity (or in terms of length/width) AND ≥ 20.0 km (length with no critical slope) OR ≥ 10.0 km (length with critical slope)	>50% increase in capacity (or in terms of length/width) AND >2 km but < 20.0 km (length with no critical slope) OR > 2km but < 10.0 km (length with critical slope)	>50% increase in capacity (or in terms of length/width) but ≤ 2 km increase in length	
Bridges and viaducts (including elevated roads) new construction	≥10.0km	≥ 5km but < 10.0km	> 50 m but <50 km	≤50m Regardless of length for footbridges or for pedestrian only	
Bridges and viaducts (including elevated roads), rehabilitation and/or improvement	None	≥50% increase in capacity (in terms of length/width) OR ≥ 10 km	≥50% increase in capacity (in terms of length/width) <total length of 10km	≥50% increase in capacity (in terms of length/width) but ≤2km increase in length	
Roads-flyover/cloverleaf/interchanges	None	None	Regardless of length or width	None	
Pedestrian passages	None	None	All underpass projects	All overpass projects	
Tunnels and sub-grade roads and railways	≥1.0 km	<1.0 km	None	None	
On-grade railway system, new	Regardless of length and width	None	None	None	
Airports	None	International airports	Domestic airports	Private airstrips	
Land transportation terminal (for buses, jeepneys and other modes of transportation)	None	None	< 1 hectare or regardless of size of with service	≤1 hectare without service facility	Based on project area (e.g. title, lease contract)

Projects/Description	Covered (Required to Secure ECC)			Not Covered (May secure CNC)	Project Size parameters/Remarks
	Category A: ECP	Category B: Non-ECP		Category D	
	EIS	EIS	IEE Checklist	PD (Part I only)	
			facilities		
Sea port, causeways and harbors (including RORO facilities)	None	≥15.0 hectares with reclamation OR ≥ 25.0 ha w/o reclamation	<15 ha with reclamation OR 1 ha but <250 ha w/o reclamation	≤ 1.0 ha w/o reclamation	Based on project area (e.g. title, lease contract)
Institutional and other structures with laboratory facilities	None	None	Primary, secondary. Tertiary hospitals or Medical facilities	Clinics (outpatient health centers, including rural Health units, Xray clinics, diagnostic laboratory, assay laboratory)	
Subdivision and other housing projects in areas with critical slope	none	≥5 hectares	>1 ha but < 5 ha	≤ 1 ha	Based on project area (e.g. title, lease contract)
Subdivision and other housing projects in areas with flat areas	None	None	≥25 ha	>1 ha but <25 ha	Based on project area (e.g. title, lease contract)
Cemetery, memorial park and similar projects	None	None	> 5.0 ha	≤50 ha	Based on project area (e.g. title, lease contract)
Sanitary Landfill for industrial and other wastes	None	Multi-users	Single-user	None	(commercial TSD facilities are considered as "multi-user")
Sanitary Landfill for domestic wastes only	None	Categories 2 to 4 Disposal Facility OR Category 1 with capacity ≥15 tons	Category 1 disposal facility < 15 tons	None	Waste handling per day (categories based on DAO 2006-10)
Materials Recovery Facility and Recovery Facility (for paper, plastics and other materials)	None	None	With composting facilities > 3,750 MT annual rated/production rate	≤3,750 MT (compost annual production rate) or no composting facility (material segregation/sorting only)	
Domestic wastewater treatment facility (including septage treatment facility)	None	≥5,000 m ³	> 30 m ³ but <5,000 m ³	≤30 m ³	Based on system capacity
Materials Recovery Facility using pyrolysis or similar technology	None	≥10.0 MT	<10.0 MT	None	Annual Treatment/processing capacity

Annex 5: Guidelines for Determining Direct and Indirect Impact Areas

Guidelines for Determining Direct and Indirect Impact Areas DMC 2010-14, Annex 3

1. Direct impact area (DIA) is initially delimited during the Pre-EIA Study Stage as the area where ALL project facilities are proposed to be constructed/situated and where all operations are proposed to be undertaken, e.g. in a mining project proposal, this can include the entire block proposed to be mined and all areas outside the block where auxiliary facilities may be sited such as a power plant, access roads, the administrative building site, any coastal stockyard, pier/causeway. For most projects, the DIA is equivalent to the total area applied for an ECC.
2. Indirect Impact Area (IIA) during the pre-EIA Study can only be assumed or qualitatively estimated but may be guided by secondary data and information from key interviews of reliable local authorities, e.g. Based on a NAMRIA topographic map, an IIA can be the stretch of the river/s OUTSIDE the project area but draining the project site which can potentially transport Total Suspended Solids and other discharges from the project towards downstream communities.
3. Once the EIA Study is done, the impact areas are more technically defined. The impact areas may now be derived based on the environmental assessment, e.g. thru dispersion/transport modeling results. The DIA may include mixing or buffer zone areas delimited by the point or isopleths where ambient standards/guidelines are met, e.g. In a geothermal project, the DIA may cover the project site plus the stretch of the river up to the point where the level of boron (critical parameter for irrigation waters) meets the water quality criteria of 0.75 ppm; The DIA may also include the land area around the geothermal power plant site which may be exposed to Ground Level Concentrations (GLCs) of more than the 0.07 ppm hydrogen sulfide ambient air quality standard. Further, the interphase/overlap of the biophysical DIA with socio-cultural environment shall define the socio-cultural DIA after the EIA is completed.
4. The Indirect Impact Area (IIA) is clearly delineated only after the EIA Study is done, and is more accurately established during post-ECC monitoring. For the biophysical environment, the IIA may be the area from the outer boundary of the mixing or buffer zone to the point or area where the baseline environmental quality is calculated or monitored to be met. The socio-cultural IIA shall be based on the area of influence of the biophysical IIA.
5. If baseline environmental values are higher than any of the DENR-EMB standards, criteria or ambient guideline values, the project's DIA and IIA may still be reckoned from the modeling results, with subsequent validation of the mixing/buffer zones, cumulative levels of critical parameters during post-ECC monitoring, and with subsequent adjustment of the EMP. The assumption is that all projects with significant air and water discharges are supposed to be regulated at the effluent or emission discharge points.

Annex 6: Sample Matrix for the Listing of Project Stakeholders

Potential Impact Areas ¹		Basis for selection of sector as a stakeholder of the project	Sectors/Sub-sectors Identified by Proponent to be Likely Stakeholders of the Project	Specific Organizations/Entities Likely to be Invited to IEC/Site Scoping as Representing the Sectoral Stakeholders
A.	Direct Impact Area (e.g. barangays within the project area)			
	1	Barangay #1	Ex of criteria: a) LGU is a "must" invitee due to its direct political jurisdiction over the area b) Agency has mandate over the project or its components	Ex. Barangay LGU, Ex. List of local Govt Agencies Ex. List of likely invited positions from barangay; from GAs
	2	Barangay #2	c) Entities will be physically displaced by project construction & operations d) Sectors' livelihood source may be threatened by the project	Ex. List specific sub-sector from worker sector (laborers, farmers, fishermen, etc); Ex. List specific sub-sector from business/industry sector Ex. list of likely invited reps from selected workers organizations (labor rep, farmer, fisherman, etc), Rep of business organization,
	3	Barangay #3	e) Project poses threat to environmental resources and health	Ex. List specific sub-sector from the NGO/ PO sector; Women sector, Youth , IP, Academe, etc... NGO rep, rep of women's org, youth rep, IP rep
B.	LGUs with political jurisdiction over the project area (other than the barangays listed in A)			
	1	Municipalities/Cities where the listed barangays in Item A belong	Ex of Criteria for Item B: a) LGU with political jurisdiction over the project	e.g. Municipal Office Mayor'/Rep
	2	Province/s where the municipalities listed in Item B1 belong	b) NGOs with community-based activities at the project site	e.g. Provincial Office, locally-active NGOs Governor's rep, NGO Reps
C	Other evident pre-identified areas of potential impact (may be candidates for Indirect Impact Areas , subject to EIA Findings)			

Annex 7: Guidelines for Stakeholder Identification

Consistent with the basic policy and operating principle of the PEISS wherein the EIA Process is based on a timely, well-informed public participation of potentially affected communities, identified stakeholders in both direct and indirect impact areas need to be informed of, and consulted on, the project proposal at the earliest EIA stage as possible.

1. Public participation of the stakeholders, particularly in the direct impact areas, is to be sustained during the EIA Study and in the conduct of multi-sectoral monitoring of EIS-based projects during the project implementation.
2. At the pre-EIA Study stage, persons/households/communities within the smallest unit of local government (e.g. sitio/s or barangay/s) where project facilities are to be sited (comprising the DIRECT Impact) shall be considered the direct/primary stakeholders of the project. They shall be covered at the minimum by the project's social preparations/IEC and shall comprise the reference/coverage of socio-economic/perception surveys. On the other hand, persons/households/communities immediate to the DIA stakeholders and those within the next level of local government unit where the project is to be sited (e.g. other sitios, barangays, municipality) may be initially considered the stakeholders of the Indirect Impact Area (IIA), e.g. communities along the stretch of the rivers outside the project boundary but draining the site and can transport effluent downstream. The LGU officials in the DIA as well as designated leaders of sectoral/community organizations are the priority invitees to participate in the project's conduct of Public Scoping to surface issues which will contribute to the Terms of Reference of the EIA Study.
3. Once the EIA Study is done, stakeholders in the DIA and IIA are more accurately identified since the process can be based on the findings of the environmental assessment, e.g. thru dispersion/transport modeling studies. Communities/LGUs outside the project area but along the modeled water quality mixing zones (river stretches or coastal areas where there are levels of environmental parameters higher than the water quality criteria) or within the projected air quality buffer zones (areas with Ground Level Concentration (GLCs) of emissions higher than the ambient standard) are considered additional DIA stakeholders to those identified during the pre-EIA Study stage. Communities/LGUs downstream/beyond the boundaries of the mixing or buffer zones up to the points where the baseline environmental values are met may be considered the IIA stakeholders.
4. Other legitimate stakeholders of a project may be as follows:
 - a. Households deriving their primary livelihood from both DIA and IIA
 - b. Organizations/Sectors who are locally-active (e.g. with community-based activities) within the DIA and IIA
 - c. Agencies who have mandates or exercise authority over the project (e.g. those who issue permits or are mandated to regulate/monitor the project for compliance to government regulations)
 - d. Other entities who may be identified as having legitimate interest in the project as validated by the EIA Study findings
5. Identified stakeholder LGUs/communities in the DIA and those agencies/organizations who have direct mandates or activities on the DIA are the preferred invitees to participate in the post-Scoping EIA processes such as during the conduct of the EIA Study, public consultations/hearing and post-ECC monitoring. It is further preferred that stakeholders who have attended the Scoping session should be prioritized in the representation in subsequent EIA activities for continuity of stakeholder participation.

Annex 8: Sample Template IEC Plan

TEMPLATE FOR INFORMATION, EDUCATION AND COMMUNICATION (IEC) PLAN/Framework

Target Sector Identified as Needing Project IEC	Major Topic/s of concern in Relation to Project	IEC Scheme / Strategy / Methods	Information Medium	Indicative Timelines and Frequency	Indicative Cost
<i>Examples:</i> 1. LGU 2. Project affected families 3. POs 4. NGOs 5. Schools	<i>Examples:</i> <ul style="list-style-type: none"> • Project description & status • EIA findings • Performance against ECC / EMP • Actual Impacts & Measures 	<i>Examples:</i> <ul style="list-style-type: none"> • Individual methods • Group methods • Multi-media 	<i>Examples:</i> <ul style="list-style-type: none"> • Invitation letters • Focus Interviews • Authority figures & Key Informant Interviews • Focus Group Interviews • Focus Group Discussion • Multi -sectoral Cluster Meetings • Hand-outs • Audio-visual presentations • Comics on EIA in local language • Illustrative primer about the project • News paper publication • Radio broadcast • Posters • Flyers 	<i>Example:</i> At least 1 month prior to start of project construction; or Annually	<i>Examples:</i> <ul style="list-style-type: none"> • Project expected number of attendees • Cost of meals • Cost of venue • Cost of IEC Materials

Guidelines on the Conduct of Information, Education and Communication (IEC)

- 1) The objective of conducting IEC is to inform through the process of education using communication mediums. The communication processes shall provide feedbacks to the preparer and the proponent about the stakeholders' understanding of the EIA process and project, the issues and concerns about the project, as well as their suggestions and other inputs.
- 2) IEC methods may include the following:
 - a) Individual methods, e.g. home visits, personal letters, focus interviews
 - b) Group methods, e.g. meetings, study tours, group workshops, Focus Group Discussions
 - c) Multi- media, e.g. newspaper publication, radio broadcast, web posting
- 3) The proponent or preparer may use any or all kinds of information materials in conducting IEC campaigns. These may be in print (e.g. flyers, pamphlets, comics, posters, newspapers, banners) or in other forms, such as video, film, and sound slides.
- 4) These materials should be:
 - a) Prepared in a manner and language that can be easily understood by everybody and should contain balanced and complete information. The information material on EIA should, as much as practical, be in the local language or dialect.
 - b) Contain sufficient information including a description of the proposed project, the proponent, the EIA process, and the expected outputs. It shall also include such appropriate studies as evaluation of public health, environment, population, gender, socio-economic, and cultural impacts of the project or undertaking and the appropriate mitigation and enhancement measures.
- 5) The information drive should at the same time inculcate value formation by making the members of the community aware of their responsibilities as stakeholders.
- 6) In the conduct of IEC, it is beneficial to the proponent to engage the services of locally based Communication or Language Teachers or Community Organizers in planning, implementing, assessing and documenting the conduct of IEC.

Annex 9: Summary List of Pre-Scoping IEC Activities and Issues

Summary List of Pre-Scoping IEC Activities and Issues

LGUs Covered by IEC	Actual IEC Schedule / Dates	Issues Raised /Suggestions Provided	Proponent's Response
Sitios, Barangays, Municipalities within the Impact Areas			

Purpose of the LGU IEC

- 1) Priority in IEC shall be given to the LGUs within the Direct Impact Areas (DIAs) followed by LGUs in the estimated Indirect Impact Areas (IIAs). Refer to **Annex 2-2** for definition and examples of DIA and IIA.
- 2) LGUs are required to be covered by IEC at the Pre-Scoping stage as a requirement for preliminary identification of sectoral stakeholders who shall be invited to attend the Public Scoping Proper (for projects which shall undergo Public Scoping).
- 3) LGU IEC is also intended to surface preliminary key environmental issues by sectoral stakeholders from the perspective of the LGUs covered by the IEC. The information will help Proponent appropriately prepare for the Public Scoping. For projects which will not undergo Public Scoping, the key issues will be a critical input to the Technical Scoping with the EIA Review Team.

Annex 10: Complete CNC Application Form

1. Name of Project			
2. Project Location	Street/Sitio/Barangay		Zone/Classification (i.e. industrial, residential)
	City/Municipality	Province	Region
3. Proponent Name			
4. Proponent Address			
5. Contact Person	Name	Designation	
6. Proponent Means of Contact	Landline No.	Fax No.	
	Mobile No.	Emal	
7. Project Type/ Undertaking			
8. Project Size	Capacity/Others: (i.e. MW, m ³ , heads)	Space Allocation/Area (i.e. km, ha, sqm)	
	Quantity to be Processed (i.e. MT of raw material)	Others:	
	Production Rate (i.e. MT/year)		
9. Description of Project Activities (i.e. during pre-construction, construction, operation and abandonment)			
	Prepared/Submitted by:	Concurred/Approved by:	
	Signature over Printed Name	Owner's/Proponent's Signature over Printed Name	

**The only requirement for CNC Application is to fill-up this form. No attachments are necessary. If additional space is needed for "Description of Project Activities," a maximum of 1 page may be attached.*

***As a general rule, DENR-EMB will process CNC Applications within the same day of receipt at the designated office.*

****Be sure to secure the computer-generated tracking code assigned to your application, to be provided after presentation of proof of payment for the application fee. It will serve as assurance that your application has already been inputted into the DENR-EMB's Automated Processing System and will be decided upon immediately.*

Annex 11: Initial Environmental Examination (IEE) Checklist¹

ROAD AND BRIDGE PROJECTS

Project Name or Title

Below is the IEE Checklist Report for Road and Bridge Projects.
Please check applicable project category:

✓	Projects	Project Size Parameter	Corresponding Project Size/Threshold
	Bridges and viaducts, new construction	length	≥ 80 m but < 10.0 km
	Roads, new construction, widening (including RO-RO facilities)	length with no critical slope, OR length with critical slope	≥ 2 km but < 20.0 km, OR ≥ 2 km but < 10.0 km
	Elevated roads, flyover/cloverleaf/ interchanges		Regardless of length and width
	Tunnels and sub-grade roads and railways	length	< 1.0 km
	Pedestrian passages		All underpass projects

For ECC applications, this IEE Checklist Report shall be submitted with:

- Proof of Compatibility with the existing Land Use Plan
- Proof of Authority over the Project Site
- Accountability Statements of Proponent (see attached form) and the Preparer (if any, following Annexes 2-22 of Revised Procedural Manual for DAO 2003-30)
- Photographs or plates/vicinity map of the project site showing impact areas and affected areas and communities
- Duly Accomplished Project Environmental Monitoring and Audit Prioritization Scheme (PEMAPS) Questionnaire (see Annex 2-7d of Revised Procedural Manual for DAO 2003-30)

(No other documents shall be required as pre-requisite to ECC applications per DENR MC 2010-14)

Read the questions carefully and write the required information on the blank spaces provided or otherwise check (✓) the appropriate boxes □ or parenthesis (). Boxes with check marks(☑) are automatically required. Use additional sheets if necessary and indicate this in the appropriate space.

Project proponents are strongly **discouraged** to engage the services of consultants/facilitators/preparers to accomplish/fill-up the IEE Checklist Report Form. The Report Forms have been designed to be user-friendly.

Furthermore, EMB Regional Office is required to complete the processing of an ECC application using the IEE Checklist Report within twenty (20) working days upon receipt for duly-accomplished forms with complete attachments

Misleading or erroneous answers are basis for legal actions and/or denial of ECC issuance.

¹ The IEE checklist is based on the latest available from the Environmental Management Bureau. However, some components may change based on the Online ECC Application and Issuance System under EMB MC 2015-008. Nonetheless, the general requirements are presented in this checklist.

PROJECT FACT SHEET

Project Name: _____

Project Location: _____

Road/Bridge Width : _____

Road/Bridge Length : _____

Project Proponent: _____

Office Address:

Contact Person: _____

Designation: _____

Contact Information

Telephone Number: _____

Fax Number: _____

Mobile Number: _____

E-mail Address: _____

I. PROJECT DESCRIPTION

1.1 PROJECT LOCATION AND AREA: Street Name, Barangay, and Municipality/City, Province

See attached vicinity map/s and photographs of the project site including alignment and design.

Geographic coordinates of the project area (Preferably use WGS 84 datum, otherwise specify datum used).

[illegible]

1.2 PROJECT COMPONENTS

Facilities	Length / Area (meters)	Specification/Description/Remarks
1. Road		
2. Intersections		
3. Bridge/s		
4. Access Roads/Ramp		
5. Drainage Facilities (i.e. Reinforced Concrete Box Culverts (RCBC); Reinforced Concrete Pipe Culverts (RCPC), others)		
6. Associated Facilities (i.e. Guardrails, Traffic signs, etc.)		
7. Solid Waste Management Facility		
8. Others, specify _____		

(Use additional sheets if needed)

1.3 UTILITIES/REQUIREMENTS (Construction Phase):

Utilities	Source	Estimated Demand/Consumption
Power/Electricity (Total)		KWh
Power/Electricity (From Renewable Energy Sources)		KWh
Water (Total) (Fill-up table below if water is not obtained from the local water utility)		m ³ /day
Water (Rainwater Collection System)		m ³ /day

Water Source

☐ ground water ☐ well ☐ spring ☐ others: _____

☐ Surface water ☐ river ☐ lake ☐ others: _____

Location of water source

(Sitio/Zone, Barangay, Municipality/City, Province, Region)

Energy/Water Efficiency

Utilities	Estimated Savings	Proposed Efficiency/Conservation Measures
Power/Electricity	KWh	
Water	m ³ /day	

1.4 MANPOWER

a. Construction Phase

Manpower Requirement	Expertise/Skills	Total

1.5 INDICATIVE PROJECT COST

Project Cost (PhP): _____

II. ENVIRONMENTAL IMPACTS AND MANAGEMENT PLAN

Possible Environmental/ Social Impacts	Baseline Environment	Preventive/ Mitigating Measures	Monitoring Parameters/ Implementation	Cost of Mitigation/ Monitoring
LAND				
<input checked="" type="checkbox"/> Consistency with land use	Current land use w/in 1km radius (as per zoning ordinance): <input type="checkbox"/> Residential <input type="checkbox"/> Commercial/ Institutional <input type="checkbox"/> Industrial <input type="checkbox"/> Agricultural/ Recreational <input type="checkbox"/> Protected Areas <input type="checkbox"/> Others, specify _____ Actual land uses w/in 1km radius: <input type="checkbox"/> Residential <input type="checkbox"/> Commercial/ Institutional <input type="checkbox"/> Industrial <input type="checkbox"/> Agricultural/ Recreational <input type="checkbox"/> Protected Areas <input type="checkbox"/> Others, specify _____	<input checked="" type="checkbox"/> See attached proof of compatibility with land use		
<input type="checkbox"/> Disturbance to wildlife due to vegetation clearing	Existing vegetation in the area: <input type="checkbox"/> Forestland <input type="checkbox"/> Marshland <input type="checkbox"/> Grassland <input type="checkbox"/> Mangrove <input type="checkbox"/> Wetland <input type="checkbox"/> Others, specify _____	<input checked="" type="checkbox"/> Compliance with conditions of DENR/LGU SLUP, Tree Cutting Permit, ROW, PCA Permit <input checked="" type="checkbox"/> Limit land clearing as much as possible <input checked="" type="checkbox"/> Provide temporary fencing to vegetation that will be retained <input checked="" type="checkbox"/> Promote restoration of damaged or destroyed vegetation where possible (e.g., road side tree planting);	<input checked="" type="checkbox"/> Annual inspection of area replanted/ revegetated	<input checked="" type="checkbox"/> Cost integrated in the construction /operation cost

Possible Environmental/ Social Impacts	Baseline Environment	Preventive/ Mitigating Measures	Monitoring Parameters/ Implementation	Cost of Mitigation/ Monitoring
<input type="checkbox"/> Change in surface landform/ topography/ terrain/slope <input type="checkbox"/> Soil Erosion	Slope: <input type="checkbox"/> flat (0-3%) <input type="checkbox"/> gently sloping to rolling (3-18%) <input type="checkbox"/> steep (>18%) Is the project site located in an area identified by MGB/PAGASA/PHIVOLCS as hazard prone? <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Provide erosion control and slope protection measures <input type="checkbox"/> Designate a Spoils Storage Area, with topsoil set aside for later use and allow maximum re-use of spoils <input type="checkbox"/> Construction during dry season <input type="checkbox"/> Stabilization of embankment with grasses, trees or other soil cover /construction of rip-rap <input type="checkbox"/> Others, specify _____ <input type="checkbox"/> Compliance with the DENR Administrative Order No. 2003-30 and DENR Administrative Order No. 2000-28, Implementing Guidelines on Engineering Geological and Geo-hazard Assessment (EGGA).	<input type="checkbox"/> Regular inspection of slope protection measures in erosion-prone areas <input type="checkbox"/> Regular inspection for new eroded areas near the site <input type="checkbox"/> Others, specify _____	<input type="checkbox"/> Slope/ Erosion Control Cost: _____ <input type="checkbox"/> Others, specify _____
<input checked="" type="checkbox"/> Soil/Land contamination due to improper solid waste disposal	Existing soil type in the area: <input type="checkbox"/> sandy <input type="checkbox"/> clay <input type="checkbox"/> sandy-loam <input type="checkbox"/> Others, specify _____	<input checked="" type="checkbox"/> Implementation of the Ecological Solid Waste Management Plan (ESWMP); <input type="checkbox"/> Set-up temporary fence around the construction area <input checked="" type="checkbox"/> Implement re-use and recycling of waste materials <input checked="" type="checkbox"/> Implement proper segregation, collection and disposal of domestic wastes in designated areas <input type="checkbox"/> Implement proper collection, labeling and storage of hazardous waste <input type="checkbox"/> Provide receptacles / bins for solid wastes <input type="checkbox"/> Coordinate with the municipal / city waste collectors <input type="checkbox"/> Engage third party company for waste collection	<input checked="" type="checkbox"/> Daily inspection of waste/recycling bins for segregation <input checked="" type="checkbox"/> Daily inspection for presence of mixed garbage in the facility <input checked="" type="checkbox"/> Weekly inspection of waste accumulated <input type="checkbox"/> Others, specify _____	<input checked="" type="checkbox"/> Cost integrated in the construction /operation cost

Possible Environmental/ Social Impacts	Baseline Environment	Preventive/ Mitigating Measures	Monitoring Parameters/ Implementation	Cost of Mitigation/ Monitoring
		<input type="checkbox"/> Others, specify _____		
<input type="checkbox"/> Encroachment into protected areas or ecologically-sensitive areas	Is the project area near protected areas or ecologically-sensitive areas? <input type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Obtain appropriate permits/clearances from concerned agencies <input type="checkbox"/> Provide adequate buffer <input type="checkbox"/> Others, specify _____	<input checked="" type="checkbox"/> Regular coordination with concerned agencies	<input checked="" type="checkbox"/> Cost integrated in the construction/ operation cost
<input type="checkbox"/> Impairment of visual aesthetics <input type="checkbox"/> Devaluation of land values	Presence of visually significant landforms/landscape/structures? <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Implement landscaping and other beautification measures <input type="checkbox"/> Provide adequate buffer <input type="checkbox"/> Compensate adjacent property owners <input type="checkbox"/> Others, specify _____	<input type="checkbox"/> Regular inspection of landscaping and other beautification activities <input type="checkbox"/> Regular monitoring of buffer zones <input checked="" type="checkbox"/> Regularly monitor presence/absence of complaints from adjacent property owners	<input checked="" type="checkbox"/> Cost integrated in the construction/ operation cost
WATER				
<input type="checkbox"/> Increased siltation due to project activities <input type="checkbox"/> Water quality degradation <input type="checkbox"/> Others, specify _____	Specify nearest/receiving water body: _____ Distance to nearest/receiving water body: <input type="checkbox"/> 0 to less than 0.5 km <input type="checkbox"/> 0.5 to 1 km <input type="checkbox"/> More than 1 km If nearest/receiving water body is	<input checked="" type="checkbox"/> Set-up proper and adequate sanitary facilities <input type="checkbox"/> Strictly require the contractor and its workers to observe proper waste disposal and proper sanitation <input checked="" type="checkbox"/> Strictly observe proper waste handling and disposal <input type="checkbox"/> Set up silt trap(Gabions, Fascines)/settling ponds to minimize downstream siltation	Regular (ocular) inspection of: <input type="checkbox"/> Drainage / canal systems <input type="checkbox"/> Sanitation facilities Regular (ocular) inspection of water body for: <input type="checkbox"/> Turbidity and/or silted condition <input type="checkbox"/> Floating wastes or debris	<input checked="" type="checkbox"/> Cost integrated in the construction/ operation cost

Possible Environmental/ Social Impacts	Baseline Environment	Preventive/ Mitigating Measures	Monitoring Parameters/ Implementation	Cost of Mitigation/ Monitoring
	<p>fresh water, specify classification:</p> <p><input type="checkbox"/> AA</p> <p><input type="checkbox"/> A</p> <p><input type="checkbox"/> B</p> <p><input type="checkbox"/> C</p> <p><input type="checkbox"/> D</p> <p>If nearest/receiving water body is coastal or marine water, specify classification:</p> <p><input type="checkbox"/> SA</p> <p><input type="checkbox"/> SB</p> <p><input type="checkbox"/> SC</p> <p><input type="checkbox"/> SD</p> <p>Current Water Use:</p> <p><input type="checkbox"/> Fishery</p> <p><input type="checkbox"/> Tourist Zone / Park</p> <p><input type="checkbox"/> Recreational</p> <p><input type="checkbox"/> Industrial</p> <p><input type="checkbox"/> Agricultural</p>	<p><input type="checkbox"/> Others, specify _____</p>		
	<p>Distance of project area to the nearest well used:</p> <p><input type="checkbox"/> 0 to less than 0.5 km</p> <p><input type="checkbox"/> 0.5 to 1 km</p> <p><input type="checkbox"/> More than 1 km</p> <p>Use of the nearest well:</p> <p><input type="checkbox"/> Drinking/Domestic</p> <p><input type="checkbox"/> Industrial</p>			

Possible Environmental/ Social Impacts	Baseline Environment	Preventive/ Mitigating Measures	Monitoring Parameters/ Implementation	Cost of Mitigation/ Monitoring
	<input type="checkbox"/> Agricultural			
<input type="checkbox"/> Competition in water use <input type="checkbox"/> Depletion of water resources	Size of population using receiving surface water: <input type="checkbox"/> ≤ 1,000 persons <input type="checkbox"/> >1,000 and ≤ 5,000persons <input type="checkbox"/> >5,000person Available/nearest water source. <input type="checkbox"/> Deepwell <input type="checkbox"/> Water district/LGU <input type="checkbox"/> Surface water <input type="checkbox"/> Others, specify _____	<input type="checkbox"/> Implement rainwater harvesting and similar measures as an alternative source of water <input checked="" type="checkbox"/> Observe water conservation measures <input type="checkbox"/> Others, specify _____	<input checked="" type="checkbox"/> Regularly monitor for presence/absence of complaints <input checked="" type="checkbox"/> Regular coordination with concerned agencies <input checked="" type="checkbox"/> Regularly monitor for occurrences of water shortages <input type="checkbox"/> Others, specify _____	<input checked="" type="checkbox"/> Cost integrated in the construction/ operation cost
<input type="checkbox"/> Increased occurrence of flooding	Is the project site located in an area identified by MGB/PAGASA as flood prone? <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Use appropriate design for project facilities <input type="checkbox"/> Implement appropriate drainage system <input type="checkbox"/> Regularly remove debris and other materials that may obstruct water flow <input type="checkbox"/> Others, specify _____	<input checked="" type="checkbox"/> Regularly monitor for presence/absence of complaints <input checked="" type="checkbox"/> Regular coordination with concerned agencies <input checked="" type="checkbox"/> Regularly monitor for increased frequency of flooding <input type="checkbox"/> Others, specify _____	<input checked="" type="checkbox"/> Cost integrated in the construction/ operation cost

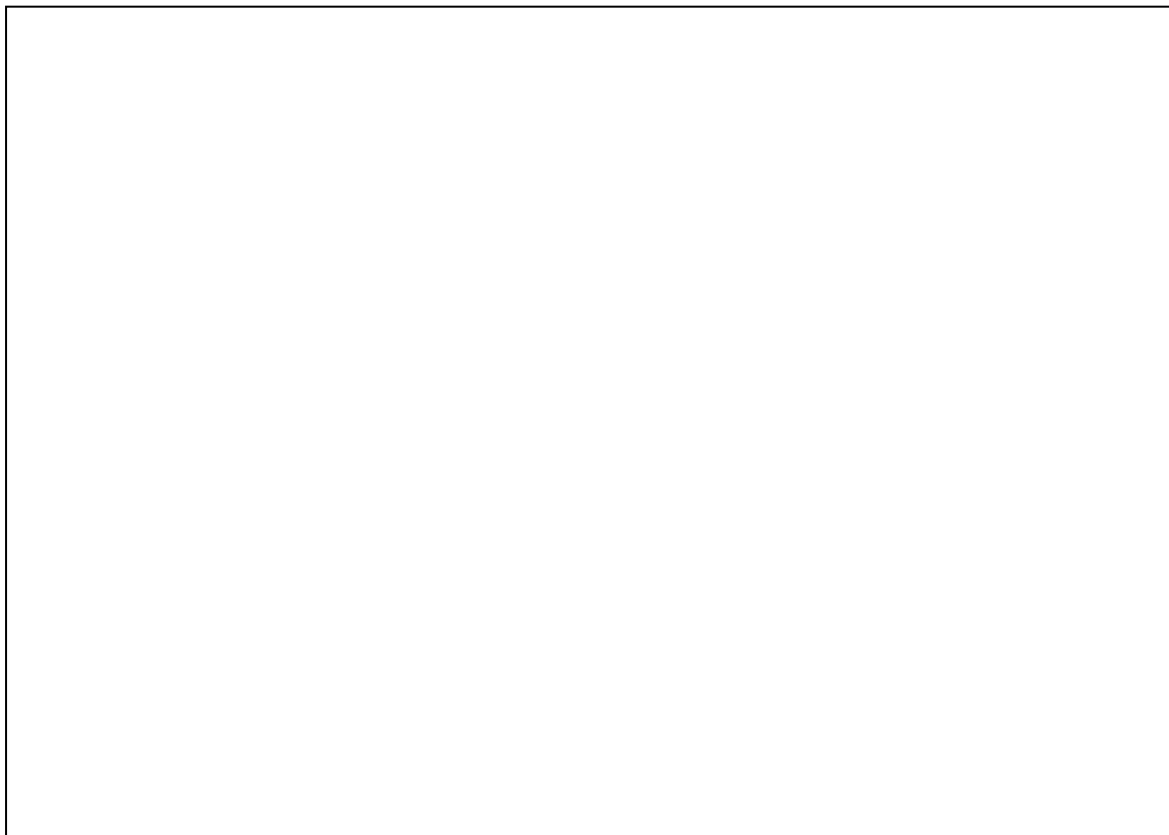
Possible Environmental/ Social Impacts	Baseline Environment	Preventive/ Mitigating Measures	Monitoring Parameters/ Implementation	Cost of Mitigation/ Monitoring
AIR / NOISE				
<input type="checkbox"/> Air quality degradation	Distance to nearest community: <input type="checkbox"/> 0 to less than 0.5 km <input type="checkbox"/> 0.5 to 1 km <input type="checkbox"/> More than 1 km	<input type="checkbox"/> Properly operate and maintain all emission sources (e.g. vehicles, generator, etc) <input type="checkbox"/> Install when applicable, the appropriate air pollution control device/s <input type="checkbox"/> Strictly enforce good housekeeping practices <input type="checkbox"/> Control vehicle speed to lessen suspension of road dust <input type="checkbox"/> Conduct water spraying to suppress dust sources and minimize discomfort to nearby residents <input type="checkbox"/> Use covered vehicles to deliver materials that may generate dust <input type="checkbox"/> Other, specify _____	<input checked="" type="checkbox"/> Regularly monitor for presence/absence of complaints Regular (ocular) inspection of: <input type="checkbox"/> Absence of white or black smoke from vehicles, heavy equipment, generator, etc. <input type="checkbox"/> Presence of truck cover during deliveries	<input checked="" type="checkbox"/> Cost integrated in the construction/ operation cost
<input type="checkbox"/> Nuisance due to noise generation	Distance to nearest community: <input type="checkbox"/> 0 to less than 0.5 km <input type="checkbox"/> 0.5 to 1 km <input type="checkbox"/> More than 1 km	<input type="checkbox"/> Properly operate and maintain all noise sources (e.g. vehicles, generator, etc) <input type="checkbox"/> Install when applicable, the appropriate noise control device/s (e.g., mufflers, silencer, sound barriers, etc.) <input type="checkbox"/> Implement appropriate operating hours <input type="checkbox"/> Provide adequate buffer and/or	<input checked="" type="checkbox"/> Regularly monitor for presence/absence of complaints <input type="checkbox"/> Regular monitoring of buffer zones	<input checked="" type="checkbox"/> Cost integrated in the construction/ operation cost

Possible Environmental/ Social Impacts	Baseline Environment	Preventive/ Mitigating Measures	Monitoring Parameters/ Implementation	Cost of Mitigation/ Monitoring
		planting of trees <input type="checkbox"/> Others, specify _____		
PEOPLE				
<input type="checkbox"/> Displacement of residents in the project site and within its vicinity <input type="checkbox"/> Displacement of Indigenous People <input type="checkbox"/> Enhanced employment and/or livelihood opportunities <input type="checkbox"/> Reduced employment and/or livelihood opportunities <input type="checkbox"/> Increased revenues for LGU <input type="checkbox"/> Disruption/Competition in delivery of public services (e.g., education, peace and order, etc.) <input type="checkbox"/> Enhanced delivery of public services (e.g., education, peace and order, etc.) <input type="checkbox"/> Increase in traffic volume and worsening of traffic flow	Size of population of host barangay: <input type="checkbox"/> ≤ 1,000 persons <input type="checkbox"/> >1,000 and ≤ 5,000persons <input type="checkbox"/> >5,000person Classification of host barangay: <input type="checkbox"/> Urban <input type="checkbox"/> Rural Available services within/near the host barangay: <input type="checkbox"/> Schools (e.g. elementary, high school, college) <input type="checkbox"/> Health facilities (e.g., clinics, hospitals, etc.) <input type="checkbox"/> Peace and order (e.g., police outpost, brgy. Tanod, etc.) <input type="checkbox"/> Recreation and sports facilities <input type="checkbox"/> Others, specify _____	<input type="checkbox"/> Provide relocation/disturbance compensation packages <input checked="" type="checkbox"/> Prioritize local residents for employment <input checked="" type="checkbox"/> Promptly pay local taxes and other financial obligations <input checked="" type="checkbox"/> Regular coordination with LGU <input type="checkbox"/> Prior consultation and coordination to minimize disruption on daily domestic activities and respect for IP rights and cultural practices <input type="checkbox"/> Ensure participation of IPs in consultations and dialogues <input type="checkbox"/> Provide appropriate traffic/warning signs, lighting, etc <input type="checkbox"/> Others, specify _____	<input checked="" type="checkbox"/> Regularly monitor for presence/absence of complaints <input checked="" type="checkbox"/> Regular coordination with LGU <input type="checkbox"/> Others, specify _____	<input checked="" type="checkbox"/> Cost integrated in the construction/ operation cost

Possible Environmental/ Social Impacts	Baseline Environment	Preventive/ Mitigating Measures	Monitoring Parameters/ Implementation	Cost of Mitigation/ Monitoring
<input type="checkbox"/> Impacts on community health and safety <input type="checkbox"/> Others, specify <hr/>		<input checked="" type="checkbox"/> Regular coordination with LGU <input checked="" type="checkbox"/> Provide appropriate warning signs, lighting and barricades, whenever practicable <input checked="" type="checkbox"/> Observe proper housekeeping <input checked="" type="checkbox"/> Provide on-site medical services for any emergency. <input checked="" type="checkbox"/> Participate in public awareness programs on health and safety <input checked="" type="checkbox"/> Implement appropriate safety programs for both community and workers <input type="checkbox"/> Others, specify <hr/>	<input checked="" type="checkbox"/> Regularly monitor for presence/absence of complaints <input checked="" type="checkbox"/> Regular coordination with LGU <input checked="" type="checkbox"/> Regularly monitor submission of reports to concerned agency <input type="checkbox"/> Others, specify <hr/>	<input checked="" type="checkbox"/> Cost integrated in the construction/ operation cost

III. INSTITUTIONAL PLAN FOR EMP IMPLEMENTATION

Organization Chart:



Attach design/plan/alignment of project (with dimensions and descriptions)

SWORN STATEMENT OF ACCOUNTABILITY OF THE PROPONENT

This is to certify that all the information and commitments in this Initial Environmental Examination (IEE) Checklist Report are accurate and complete to the best of my knowledge.

By the authority vested in me by the _____ (*Company Name*) as _____ (*Position/Designation*), I hereby commit to ensure implementation of all commitments, mitigating measures and monitoring requirements indicated in this IEE Checklist Report as well as the following:

- Conform to pertinent provisions of applicable environmental laws e.g., R.A. No. 6969 (*Toxic Substances and Hazardous and Nuclear Wastes Control Act of 1990*), R.A. No. 9003 (*Ecological Solid Waste Management Act of 2000*), R.A. No. 9275 (*Philippine Clean Water Act of 2004*), and R.A. No. 8749 (*Philippine Clean Air Act of 1999*).
- Abide and conform to LGU development plans and guidelines.
- Promptly pay local taxes and other financial obligations.
- Regularly submit reports to concerned agencies.

I hereby bind myself to answer any penalty that may be imposed arising from any misrepresentation or failure to state material information in this IEE Checklist.

NAME OF PROPONENT HEAD
(Position)
(Company Name)

SUBSCRIBED AND SWORN TO before me this _____ day of _____ 201____, affiant exhibiting his/her Community Tax Certificate No. _____ issued at _____ on _____.

Doc. No. _____
Page No. _____
Book No. _____
Series of _____

ECC APPLICATION SCREENING FORM

(For Non-ECPs in ECAs required an EIS; classified under Project Types F, and N.1 in Annex 2-1b of the Revised Procedural Manual for DAO 2003-30)

Control No: _____
☐ 1st ☐ 2nd ☐ 3rd _____ th Screening

Annex 12: Technical Screening Checklist -EIS

Date Submitted for Screening: _____
 Form of Submission: ____ Hard ____ Digital
 Project Title: _____
 Project Location: _____
 Project Proponent: _____
 Address: _____
 Contact No: _____ Fax No: _____ Contact Person: _____
 EIS Consultant: _____
 Address: _____
 Contact No: _____ Fax No: _____ Contact Person: _____
 Project Classification and Type: _____
 Project Classification Code (Refer to RPM for DAO 2003-30): _____
 Project Size based on Classification: _____

Checklist of Documentary Requirements

	Acceptable?		Screening Officers' Remarks
	Yes	No	
• Environmental Impact Statement (EIS) ²			
• Proof of Compatibility with the existing Land Use Plan			
• Proof of Authority over the Project Site			
• Accountability Statements of Preparers and Proponent (see Annexes 2-21 and 2-22 of Revised Procedural Manual for DAO 2003-30)			
• Photographs or plates of the project site, impact areas and affected areas and communities			
• Duly Accomplished Project Environmental Monitoring and Audit Prioritization Scheme (PEMAPS) Questionnaire (see Annex 2-7d of Revised Procedural Manual for DAO 2003-30)			

ACTION TAKEN: (Please check to indicate corresponding action taken)

- ☐ Document accepted; please submit _____ copies
 EIARC Needed? () Yes () No Expertise Needed: _____
 Processing Fee: PhP _____ (Pay at EMB Cashier) Review Fund: Based on WFP (Pay to the duly authorized 3rd Party Review Fund Manager)
- ☐ Document not accepted

O.R. No. _____
 Date _____

NOTED BY:

 Screening Officer
 Division

 Section/Division Chief

EMB Regional Office
 Screening Office

Date: _____

² Please refer to attached checklist of EIS Contents

ECC APPLICATION SCREENING FORM

(For Non-ECPs in ECAs required an EIS; classified under Project Types F, and N.1 in Annex 2-1b of the Revised Procedural Manual for DAO 2003-30)

Control No: _____
☐ 1st ☐ 2nd ☐ 3rd ____ th Screening

Checklist of EIS Contents

Executive Summary (maximum of 5 pages)				
Contents		Page No.	Acceptable?	REMARKS
Project Fact Sheet PD Summary (1 page)				
Process Documentation of the conduct of EIA (1 page) (<i>EIA Team, EIA Study Schedule and Area, EIA Methodology, Public Participation</i>)				
Summary of Baseline Characterization Key Environmental Impacts and Management and Monitoring Plan; and EMF and EGF Commitments (if applicable).				
I. Project Description				
Items to be Described	Specific Data Requirement	Page No.	Acceptable?	REMARKS
1) Project Location and Area	a) Map showing sitio, barangay, municipality, province, region boundaries, vicinity, proposed buffers surrounding the area and Primary and secondary impact areas			
	b) Geographic coordinates (shape file data) of project area (use WGS 84 datum - GPS setting)			
	c) Rationale for selection primary and secondary impact areas			
	d) Discuss the accessibility of the project site/area			
2) Project Rationale	<ul style="list-style-type: none"> Cite and focus on the need for the project based on national and regional/local economic development in terms of contribution to sustainable development agenda or current development thrusts. Describe the justification for the Project with particular reference made to the economic and social benefits, including employment and associate economic development, which the project may provide. The status of the project should be discussed in a regional and national context. 			
3) Project Alternatives	a) Cite criteria used in determining preliminary options for facility siting, development design, process/technology selection, resource utilization including discussion of the consequences of not proceeding with the project: <ul style="list-style-type: none"> Contextualize site selection in terms of vulnerability/susceptibility to Liquefaction, Ground Shaking, Ground Rupture, Earthquake induced Landslides, Volcanic eruptions, rain-induced landslide, storm surge, tsunami, and flooding as well as extreme climatologic conditions (data can be obtained from NDRRMC and NAMRIA as well as mandated agencies) Discuss the alternatives (type and location) considered and nominated during the course of selecting the best option for which the EIS is prepared; Description of the bases upon which the alternatives were rejected in favor of the preferred option; Description of the significant differences in environmental impacts among the alternatives considered. 			

ECC APPLICATION SCREENING FORM

(For Non-ECPs in ECAs required an EIS; classified under Project Types F, and N.1 in Annex 2-1b of the Revised Procedural Manual for DAO 2003-30)

Control No: _____
☐ 1st ☐ 2nd ☐ 3rd _____ th Screening

	<p><u>Siting</u>: Alternative project locations including factors significant to the selection such as perception of affected communities with regards to project, ancestral domain issues, land classification, etc. Discuss other options on the siting of major components of the project within the project area.</p> <p><u>Technology Selection/Operation Processes</u>: Discuss project's advantage over alternative technologies, operation processes and engineering design Discuss alternative measures for the prevention of the occurrence of major impacts</p> <p><u>Resources</u>: Discuss the alternatives considered in the course of selecting the resource to be tapped for power generation and how the decisions were made in favor of the preferred resource. Discuss the sustainability of the raw materials to be tapped and transportation plan of raw materials</p>			
	b) Reasons for selecting the preferred options delineated in terms of technical, commercial, social and natural environmental aspects			
	c.) After the determination, please indicate a summary of the comparative environmental impacts of each alternative			
4) Project Components	<ul style="list-style-type: none"> • Identification of Major components (including technical details such as specifications, capacity, number, etc.) • Specify the operations and process 			
	<ul style="list-style-type: none"> • Identification of other Support Facilities (i.e. energy/power generating facility, water supply system) • Identification of materials/product handling facilities, infrastructure requirements (transport—road/rail/ship, energy, water supply and storage, storm water drainage, Sewerage, Telecommunications, accommodation and other infrastructure), 			
	<ul style="list-style-type: none"> • Identification of Pollution control devices and corresponding facility being served or connected • Identification of waste management facilities and devices to address solid waste materials (domestic and hazardous and chemicals) air emissions, solid waste disposal, and wastewater 			
	<ul style="list-style-type: none"> • General layout of facilities; • Footprint of proposed layout of project facilities (if any) • Maps should be provided showing the precise location of the project area, and in particular, the location and boundaries of project area, location and footprint of project components, and location of all proposed buffers. • When applicable contextualize using the PAG-ASA 2020 and 2050 projected rainfall/temperature data. 			
5) Process/ Technology	Indicative process flow-sheets showing material balances for the processing plant, and the anticipated rates of inputs, along with similar data on products, wastes and recycle streams			
	Power and water supply system			
	<ul style="list-style-type: none"> • Waste Management Systems (e.g. wastewater treatment facility, baghouse filter, desulfurizer, other air pollution control devices, etc.) 			
6) Project Size	Daily/Monthly/Annual production rate (refer to annex 2-1b)			

ECC APPLICATION SCREENING FORM

(For Non-ECPs in ECAs required an EIS; classified under Project Types F, and N.1 in Annex 2-1b of the Revised Procedural Manual for DAO 2003-30)

Control No: _____
☐ 1st ☐ 2nd ☐ 3rd _____ th Screening

	Total Project Area in sqm. or hectares			
7)Development Plan, Description of Project Phases and Corresponding Timeframes	<p>Phases to be described in terms of identifying specific activities (w/ special attention on those with significant environmental impacts as well as climate change adaptation options relevant to the project and project activities) and corresponding projected implementation timeframes:</p> <ul style="list-style-type: none"> • Pre-construction (e.g. planning, acquisition of rights to use land etc.) • Construction (e.g. land/site clearing, temporary housing, transport of materials, health and other services for the workforce) • Operation (projected period of start-up/commissioning/full operation of various project components) include discussion on the operation of various components (as identified above) in terms of material/product handling, infrastructure requirements (transport—road/rail/ship, energy, water supply and storage, storm water drainage, sewerage, telecommunications, accommodation and other infrastructure), waste management (character and quantities of waste materials, air emissions, Solid waste disposal, wastewater) • Abandonment Final Rehabilitation/ Decommissioning Plan, to include Land/soil restoration—and procedures and projected schedule. - The land use suitability of the various land disturbance types should also be described. The proposed decommissioning plan in terms of the following: <ul style="list-style-type: none"> • Procedures for the decommissioning of the project components; • Transport/disposal of equipment and other materials used in the plant's operation; • Alternatives for the future use of abandoned area; • Consistency with long term zoning and land use development plan of the municipality; • Rehabilitation plans, if any Decommissioning plan to include land restoration, procedures, and proposed schedule. 			
8)Manpower	<p>Tabulate the following per project phase:</p> <ul style="list-style-type: none"> • manpower requirements; • expertise/skills needed; • nature and estimated number of jobs available for men, women, and indigenous peoples (if sited in IP ancestral land); <p>preferred scheme for sourcing locally from host and neighboring LGUs</p>			
9)Indicative Project Investment Cost (Philippine Peso)				

General Contents	Specific Content Requirement	Page No.	Acceptable?	REMARKS
------------------	------------------------------	----------	-------------	---------

ECC APPLICATION SCREENING FORM

(For Non-ECPs in ECAs required an EIS; classified under Project Types F, and N.1 in Annex 2-1b of the Revised Procedural Manual for DAO 2003-30)

Control No: _____
☐ 1st ☐ 2nd ☐ 3rd _____ th Screening

General Contents	Specific Content Requirement	Page No.	Acceptable?	REMARKS
II. Key Environmental Impacts and Management/Monitoring Plan	See attached checklist of contents When applicable include appropriate climate change adaptation measures/options (embedded in each sector).			
III. Impact Management Plan	Limit to most significant impacts per project phase and per environmental component arising from key environmental aspects (See Annex 2-17 of RPM for DAO 2003-30)			
IV. Social Development Framework (SDP) and IEC Framework	SDP (if applicable) <ul style="list-style-type: none"> Community development or livelihood programs/activities, projected beneficiaries, partner institutions, timeframe of implementation as well as source and amount allotted per activity/component (See Annex 2-18 of RPM for DAO 2003-30) 			
V. Environmental Compliance Monitoring	IEC (if applicable) <ul style="list-style-type: none"> Target sector, key messages, scheme/strategy/methods, Information medium, timelines and frequency, cost (See Annex 2-19 of RPM for DAO 2003-30) 			
	Self Monitoring Plan Use Annex 2-20 of RPM for DAO 2003-30 as template			
	Multi-Sectoral Monitoring Framework (if applicable) <ul style="list-style-type: none"> Tabulate the list of stakeholder-members of the MMT, basis of selection, proposed role, and scope of MMT responsibilities and activities, etc. (See Annex 3-4 of the RPM for DAO 2003-30). 			
	Environmental Guarantee and Monitoring Fund Commitments (if applicable) <ul style="list-style-type: none"> Present a propose amount of EMF (based on a draft AWFP in Annex 3-4 and consistent with guidelines in Annex 3-5 of RPM for DAO 2003-30); and Present a proposed amount of EGF and the basis for the estimate following the guidelines in annex 3-6 of RPM for DAO 2003-30 			
VI. Emergency Response Policy and Generic Guidelines	The safety policy and generic guidelines should be consistent with the regulatory requirements. Emergency Preparedness should also consider natural hazards to the infrastructures and facilities.			
VII. Abandonment /Decommissioning /Rehabilitation Policy and	Statement on Proponent's policies and generic procedures for Rehabilitation/Decommissioning/Abandonment to be submitted as post-ECC, within a timeframe specified in the ECC.			
VIII. Institutional Plan for EMP Implementation	Discuss the organizational scheme of the proponent including line of command and reporting procedures as well as manpower complement and relationships with other operating departments.			

(For Non-ECPs in ECAs required an EIS; classified under Project Types F, and N.1 in Annex 2-1b of the Revised Procedural Manual for DAO 2003-30)

Control No: _____
☐ 1st ☐ 2nd ☐ 3rd ____ th Screening

Key Environmental Impacts and Management/Monitoring Plan

[illegible]

(For Non-ECPs in ECAs required an EIS; classified under Project Types F, and N.1 in Annex 2-1b of the Revised Procedural Manual for DAO 2003-30)

Control No: _____
☐ 1st ☐ 2nd ☐ 3rd _____ th Screening

[illegible]

(For Non-ECPs in ECAs required an EIS; classified under Project Types F, and N.1 in Annex 2-1b of the Revised Procedural Manual for DAO 2003-30)

Control No: _____
☐ 1st ☐ 2nd ☐ 3rd _____ th Screening

List of Key Impacts	Baseline Data Parameter Requirements	Required Assessment Methodology/Approach	✓ for completeness during procedural screening; page numbers should be provided upon submission of the EIS								
			Baseline Conditions		Impact Analysis		Mgmt. Plan		Monitoring Plan		Remarks
During scoping: Unless otherwise specified as agreed during scoping, all items listed are required. Write specific instructions (if any) on the blanks/spaces provided			Page	✓	Page	✓	Page	✓	Page	✓	
2.3.1 degradation of groundwater quality	Physico-Chemical characterization of water : <input type="checkbox"/> pH <input type="checkbox"/> BOD5 <input type="checkbox"/> COD <input type="checkbox"/> DO <input type="checkbox"/> Oil and grease <input type="checkbox"/> TSS <input type="checkbox"/> Heavy Metals : _____ <input type="checkbox"/> fecal / total coliform <input type="checkbox"/> others: _____ sampling site map	Use DENR standard methods and procedures for sampling and analysis. For project with coastal/marine structures and /or significant marine / coastal discharges, conduct circulation / plume modeling (include worst case scenario of failure of WWTF) For project with significant heavy metals discharges, conduct sediment transport modeling									
2.3.2 degradation of surface water quality											
2.3.3 degradation of coastal/marine water quality											
2.4 Freshwater Ecology											
2.4.1 Threat to existence and/or loss species of important local and habitat	<ul style="list-style-type: none"> • Summary of endemicity / conservation status • Abundance of ecologically and economically important species (fishes, benthos, planktons); • Presence of pollution indicator species; sampling site map										
2.4.2 Threat to abundance, frequency and distribution of species											
2.5 Marine Ecology											
2.5.1 Threat to existence and/or loss of important local species and habitat	<ul style="list-style-type: none"> • Abundance/densities/distribution of ecologically and economically important species (mangroves, fishes, benthos, planktons, coral reefs, algae, seaweeds, sea grasses); • Presence of pollution indicator species; • Historical occurrences of red-tide, fish kill or any related event 	Quadrat, transect, line intercept, spot dive, manta tow, marine resource characterization (e.g. municipal and commercial fisheries data)									
2.5.2 Threat to abundance, frequency and distribution											

(For Non-ECPs in ECAs required an EIS; classified under Project Types F, and N.1 in Annex 2-1b of the Revised Procedural Manual for DAO 2003-30)

Control No: _____
☐ 1st ☐ 2nd ☐ 3rd _____ th Screening

[illegible]

(For Non-ECPs in ECAs required an EIS; classified under Project Types F, and N.1 in Annex 2-1b of the Revised Procedural Manual for DAO 2003-30)

Control No: _____
☐ 1st ☐ 2nd ☐ 3rd _____ th Screening

[illegible]

(For Non-ECPs in ECAs required an EIS; classified under Project Types F, and N.1 in Annex 2-1b of the Revised Procedural Manual for DAO 2003-30)

Control No: _____
☐ 1st ☐ 2nd ☐ 3rd _____ th Screening

[illegible]

ECC APPLICATION SCREENING FORM

(For Non-ECPs in ECAs required an EIS; classified under Project Types F, and N.1 in Annex 2-1b of the Revised Procedural Manual for DAO 2003-30)

Control No: _____
☐ 1st ☐ 2nd ☐ 3rd ____ th Screening

III. Environmental Risk Assessment									
Type of Risks	Scope of Assessment	Report/Output Required	✓ for completeness during procedural screening; page numbers should be provided upon submission of the EIS						
			ERA		ERP		Monitoring Plan		REMARKS
			Page	✓	Page	✓	Page	✓	
<i>During scoping: Check (✓) required/applicable items; items with ✓ are automatically required; write specific instruction (if any) on the blanks provided</i>									
Safety Risks <input type="checkbox"/> Fire <input type="checkbox"/> Explosion <input type="checkbox"/> Release of toxic substances	<ul style="list-style-type: none"> - Identify conditions, events and circumstances which could be significant in bringing about identified safety risks - Description and assessment of the possible accident scenarios - Assessment of whether the project location is projected to have extreme climate events for 2020 and/or 2050 that could contribute to the triggering identified scenarios - Description of the hazards, both immediate (acute effects) and delayed (chronic effects) for man and the environment posed by the release of toxic substance, as applicable 	ERA REQUIREMENT <input type="checkbox"/> Quantitative Risk Assessment(QRA) Specific Instructions : _____ <input checked="" type="checkbox"/> Descriptive/Qualitative Risk Assessment Specific Instructions : _____ <input checked="" type="checkbox"/> EMERGENCY PLAN : Specific Instructions : _____ Refer to annex 2-7e for the decision criteria the outline							
<input type="checkbox"/> Physical Risks (Failure of Structure w/c could endanger life, property and/or the environment)	<ul style="list-style-type: none"> - Identify conditions, events and "trigger" which could be significant in bringing about identified physical risks - Description and assessment of the possible accident scenarios - Assessment of whether the project location is projected to have extreme climate events for 2020 and/or 2050 that could contribute to the triggering identified scenarios - Description of the hazards both immediate (acute effects) and delayed (chronic effects) for man and the environment posed by the failure of structure, as applicable 								

Noted By:	Signature		Signature
Review Committee Members		EMB Representatives	
1.		1.	
2.		2.	
3.		3.	
4.		Project Proponent:	
5.			
6.		Project Preparer/Consultant:	
Resource Person			
1.			

Annex 13: Profoma Request for Scoping

(Date)

To (EMB DIRECTOR)

SUBJECT: REQUEST FOR SCOPING FOR _____ PROJECT

Dear Director _____:

(Company) would like to request for the conduct of the Scoping activity for the _____ Project, preferably on¹ _____ to _____ at _____.

We hereby submit the following documents required by EMB as basis of the Proponent's preparedness for the Scoping activity:

1	Pro-forma Project Description for Scoping (PDS)	√
2	Accomplished EIA Coverage and Requirements Screening Checklist (ECRSC)	√
3	Description and NAMRIA Map of Project's Tentatively Identified Impact Areas	√
4	Preliminary List of Stakeholders and Partial List of Invitees to the Public Scoping ²	√
5	Summary Matrix of Accomplished IEC/Social Preparation Activities with List of Issues and Proponent's Response	√
6	Accomplished Scoping Checklist for the Project	√

We hope our submission merits your timely and favorable action on our request.

Very truly yours,

(Company Head/Representative)

¹ Proponent may present a tentative schedule of 3-4 day trip, say, within about 1-2 weeks after the submission of the letter-request. EMB will need time to review the documents submitted, form a Review Committee and coordinate with the Proponent for logistical arrangements for its Review Team.

²Public Scoping not applicable to PEPRMP, EPRMP and projects entirely located in offshore/national waters outside the jurisdiction of any LGU and without any residing communities.

Annex 14: Outline Project Description for Scoping

PROJECT DESCRIPTION FOR SCOPING (PDS)¹ (Maximum of about 10 pages)

1. BASIC PROJECT INFORMATION (1 page)
 - 1.1. **Project Information** – Tabulate following: Name of Project, Location (LGU and Contract/Permit/Agreement No. with DOE, MGB or other agencies), Nature of Project, Size/Scale
 - 1.2. **Proponent Profile** – Tabulate Proponent name, address, authorized signatory/representative to apply for ECC, contact details
2. PROJECT DESCRIPTION (~ 7 pages)
 - 2.1. **Project Location and Area** (at the minimum, shown in an official NAMRIA topographic or nautical map (whichever type is applicable and of appropriate scale); Show title, legend, scale, project location and political boundaries (from sitio/barangay to region); delineation of areas of primary and secondary impact areas-Refer to Annex 2-2 (NOTE: The NAMRIA map will make possible the location of the project in scale geographically and politically. It is important for Review Team to have accurate bearings/orientation of the project and vicinity right at the start of the EIA process)
 - 2.2. **Project Rationale** – state need for project based on local/regional and national development goals
 - 2.3. **Project Components List** - identify proposed project components (facilities/infrastructures, other single projects supporting the main project) ; specify which are already in existence
 - 2.4. **Project Phases, Key Environmental Aspects, Wastes, Issues, Built-in Measures** – tabulate the main project phases with a brief statement on description of the main development processes/technologies being considered; the key environmental aspects or activities; the nature and estimate of major emissions, effluent, hazardous waste, solid waste, other wastes) likely to be generated per phase; other key environmental and social issues; and identify built-in management measures and facilities planned or committed to be built into the project design (NOTE for the Operational Phase: Specifically present if processes and substances to be used are listed and fall within the limits covered by Environmental Risk Assessment as enumerated in Section C of Annex 2-7a of the Revised Procedural Manual - as basis for coverage on ERA requirement)
 - 2.5. **Project Cost and Duration**
3. ANNEXES (~ 2 pages)
 - 10.1. 1 page: Collage of photos or plates of proposed project site, and if possible - impact areas and affected areas and communities (N, S, E, W of the project; key sectoral features - land, water, air, people)
 - 10.2. 1 page: NAMRIA Topographic/Nautical Maps showing geopolitical location of the project site and topographic features of the project environs

¹ The PDS is important due to its following specific purposes: a) It shall be used by the EMB Case Handler in the selection of the appropriate field of expertise and number of experts to form the EIA Review Committee or Technical Committee; b) The PDS shall also be a basis for EMB's evaluation of the list of sectoral stakeholders to be invited for Scoping, and c) The PDS may also provide EMB adequate background on likely key issues to enable it to provide in return proper advice to the Proponent on critical preparations for Public and Technical Scoping.

Annex 15: Proforma Program for Public Scoping

SAMPLE PROGRAM FOR PUBLIC SCOPING

Project Title: _____ Project Location: _____ Project Proponent: _____ Date and Time of Scoping: _____ Scoping Venue/Address: _____		
Time Allotted	Program of Activities	Person Responsible
1 hour 30 mins. (7:30-9:00 am/ 12:30-2:00 pm)	Registration ³	
5 mins. each (15 mins.) 9:00 – 9:15 am / 2:00 – 2:15 pm)	Opening Prayer	LGU (Mayor, Brgy Captain)
	National Anthem	LGU (Mayor, Brgy Captain, Officer in Charge or Councilor)
	Welcome Remarks	LGU Mayor, LGU Province, DENR-EMB EIAMD Personnel/EMB Case handler
15 mins. (9:15-9:30 am / 2:15 – 2:30 pm)	Introduction of Participants, Workshop Overview, Objectives and Expectation Setting of the Scoping	Facilitator / Representative of Project Proponent
10 mins. (9:30 – 9:40 am/ 2:30-2:40 pm)	Overview of the Scoping Guidelines; Mechanics of the Scoping for the project,	DENR-EMB EIAMD Personnel/EMB Case handler
20 mins. (9:40 – 10:00 am/ 2:40 – 3:00 pm)	Brief Presentation of Proposed Project , Potential Impacts and Measures ⁴	Representative Project Proponent
15 mins. (10:00-10:15 am/3:00-3:15 pm)	Snacks	
1 hour (10:15-11:15 am/3:15-4:15 pm)	Open Forum and Raising of Issues to be addressed by the EIA Study ^{5 6}	Facilitator / Project Proponent/ Representative, EIA Division Representative
15 mins. (11:15-11:30 am/ 4:15-4:30 pm)	Synthesis and Integration/ Summary of Issues and Agreements on Scoping	Facilitator / Project Proponent/ Representative, EIA Division Representative
15 mins. (11:30-11:45pm/4:30-4:45 pm)	Messages from Representative Sectoral Participants	
15 mins (11:45-12:00 nn/4:45-5:00 pm)	Closing Remarks, and Next Steps in the EIA Process	Chief of EMB RO EIAMD or representative

³ Registration personnel shall take note of key representatives of each sector. There will be signing of Public Scoping List of Issues by key representatives of each sector. Photo-exhibit and other visuals (maps, pictures, hand-outs, etc.) should be made available/posted as additional reference materials.

⁴ : Fact sheets and other documents may be distributed upon registration or at the start of the program.

⁵ Per sector, based on registration list

⁶ Assumption: Proponent/Preparers have assigned a documenter to list all issues on the board and on the computer, using the Public Scoping Form, Annex 2-7c of the Revised Procedural Manual of DAO 2003-30.

PUBLIC SCOPING GUIDELINES

A. Conduct of Public Scoping

During the Public Scoping, the proponent/EIS preparers shall be responsible for all the arrangements and requirements during the scoping session. The proponent/EIS preparers shall facilitate the scoping session and records/transcribes the proceedings using photos and attendance sheets, among others. The DENR-EMB representatives and EIARC members shall only be present to serve as witness and to observe the proceedings.

The Facilitator will explain the rules and procedures to be observed during the scoping. This will include, among others, the following:

- ✓ all participants can comment, make clarification or raise questions, issues and concerns pertinent to the project
- ✓ comments, issues or concerns should be relevant to the project being scoped
- ✓ there should be no interruptions during the presentation of the project description, except to clarify information which is not clear
- ✓ comments, issues or concerns should be raised at appropriate time.
- ✓ the participant raising an issue or concern should properly identify the sector he is representing
- ✓ a friendly atmosphere and orderly discussion should be maintained during the entire session (ex. no cat calls)
- During the presentation of the project description. The presentation should:
 - ✓ Provide sufficient details to allow the participants to visualize the project and identify impacts.
 - ✓ Involve the use of maps and other appropriate presentation materials for better understanding and appreciation of the project.
- The second part of the scoping would be the discussions on questions, issues/concerns and perceived impacts of the project. All issues/concerns and questions raised will be recorded.
- The Facilitator will then summarize the issues and concerns raised and assess their validity.
 - ✓ The proponent and the EIA preparers will be asked to comment on the issues or concerns raised
 - ✓ The body will agree on the significant issues or concerns to be included by the EIA study.
- In the area of public participation, the group should already discuss and agree on the manner and mechanics by which the various stakeholders will participate in the EIA process. There are no set rules or procedures for this. It can vary per project depending on several factors, such as the level of commitment and interest of the stakeholders and others.

B. Post-Scoping Activities

The Public Scoping List of Issues and Agreements shall be used as the reference of the EIARC and EMB in the Technical Scoping. The agreements in the Public Scoping shall be integrated by the EIA Review Team in the Scoping Checklist. It is the Scoping Checklist, upon sign-off by the Review Team and subsequent approval by the EIAD Chief, which shall constitute the formal conclusion of the entire scoping exercise.

The Proponent shall attempt to have the Public Scoping List of Issues and Agreements signed off, at the minimum by community representatives from the project site, at the end of the Public Scoping activity. If this is not possible, the Proponent shall be given time to have the list signed. Non-signing of the list shall not adversely affect or delay the conduct of the Technical Scoping of the Review Team on site.

It is not the intent to get all attendees or all sectors to sign-off the document. The fact that the activity was undertaken in a transparent and participative manner, and that issues and agreements were discussed openly before the participants of the scoping session are proof enough of the validity and acceptability of the process and the outputs. Capping off the Public Scoping activity with a sign-off by a representative set of stakeholders, preferably from the project area itself, is added proof of substantive and meaningful public participation at the earliest stage of the EIA Process.

Annex 16: Proforma Public Scoping List of Issues

Project Name		Project Location	Barangay	Municipality/City	Province	Region
Proponent Name		Proponent Address				
Proponent Contact Person		Proponent Means of Contact	Landline No :	Fax No. :		
			Mobile No :	Email :		
EIA Consultant		Consultant Address				
EIA Consultant Contact Person		Consultant Means of Contact	Landline No :	Fax No. :		
			Mobile No :	Email :		
EMB/DENR Scoping Representatives		Place of Public Scoping				
		Date of Public Scoping				

ISSUES / CONCERNS TO BE INCLUDED IN THE SCOPE OF THE EIA STUDY

EIA Module	Issues/Suggestions Raised by Stakeholder	Sector or Representative Who Raised the Issue/ Suggestion	Proponent's Response
1. Project Description			
2. Land			
3. Water			
4. Air			
5. People			
8. Others			

STAKEHOLDER REPRESENTATIVES

_____ Signature over Printed name	_____ Signature over Printed name	_____ Signature over Printed name	_____ Signature over Printed name
_____ Signature over Printed name * Attach List of Participants	_____ Signature over Printed name	_____ Signature over Printed name	_____ Signature over Printed name

OBSERVING EIARC MEMBERS

NAME	EXPERTISE	SIGNATURE	NAME	EXPERTISE	SIGNATURE

EIA PERSONNEL**REPRESENTATIVE/S OF THE PROJECT PROPONENT**

_____ Signature over Printed name	_____ Signature over Printed name	_____ Signature over Printed name	_____ Signature over Printed name
--------------------------------------	--------------------------------------	--------------------------------------	--------------------------------------

NOTED BY:

EIAM Division Chief/ Chief, R&E
Section

EIA CONSULTANTS:

Signature over Printed name

Signature over Printed name

Annex 17: Review Criteria

EIARC CRITERIA:

Scientific Approach and Coherence – *the EIS report is judged based on its technical merits in terms of containing the use of appropriate methods, adherence to professional standards and consistency or coherence.*

- right type of information included?
- site specific and Quantitative?
- Do the information meet established professional and disciplinary standards?
- Are the risks and impacts qualified as to proposal uncertainties?
- Are the information correct and technically sound?
- Consistency (with respect to the executive summary and the other related sections)

Technical Comprehensiveness – *the EIS report is judged based on its completeness in presenting the appropriate and necessary information as well as the corresponding findings and recommendations to achieve the purpose of the Report/Section.*

- Are the necessary information provided for each major component of the EIA report? (Info Requirement Checklist) - see attached sheet
- Are the information relevant and sufficient for the purpose of decision-making and condition setting?
- Are the statements of the key findings complete, e.g. for significant impacts, proposed mitigation measures, etc.?
- Have the views and concerns of affected and interested parties been taken into account?
- Was the overall objective of the section satisfied?

Effectiveness of communication – *the EIS report is judged based on its effectiveness to communicate with intended users in terms of clarity, layout, packaging and overall aesthetics.*

- ease of reading, clarity
- Layout/mechanics
- Packaging
- Structure/Essential sections

Annex 18: Annotated Outline for EIA Reports for Proposed (New) Single Projects

Executive Summary

- Project Fact Sheet PD Summary
- Process Documentation of the conduct of EIA (EIA Team, EIA Study Schedule & Area, EIA Methodology, Public Participation)
- Summary of Baseline Characterization Key Environmental Impacts and Management & Monitoring Plan and EMF & EGF Commitments

I.0. Project Description

1.1 Project Location and Area

- Map showing sitio, barangay, municipality, province, region boundaries, vicinity, proposed buffers surrounding the area and Primary & secondary impact areas
- Geographic coordinates (shape file data) of project area
- Rationale for selection primary & secondary impact areas

1.2 Project Rationale

- Cite and focus on the need for the project based on national and local economic development and in terms of contribution to sustainable development agenda or current development thrusts of the Philippines

1.3 Project Alternatives

- Cite criteria used in determining preliminary options for facility siting, development design, process/technology selection, resource utilization including discussion of the consequences of not proceeding with the project
- Reasons for selecting the preferred options delineated in terms of technical, commercial, social and natural environmental aspects
- Summary of the comparative environmental impacts of each alternative

1.4 Project Components

- Major components
- Other Support Facilities (Le. energy/power generating facility, water supply system)
- Pollution control devices and corresponding facilities being served or connected
- Footprint of proposed layout of project facilities

1.5 Process/ Technology Options

- Production process (indicate type of raw material & final product) if process industry; Construction if infrastructure such as buildings, roads & bridges
- Power generation & water supply system
- Waste Management Systems

1.6 Project Size

- Total project area in square meters or hectares
- Annual production rate & working days/hours if process industry

1.7 Development Plan, Description of Project Phases and Corresponding Timeframes Phases to be described in terms identifying specific activities (w/ special attention on those with significant environmental impacts) and corresponding projected implementation timeframes:

- Pre-construction (planning, acquisition of rights to use land,)
- Construction (land/site clearing, temporary housing, transport of materials, health and other services for the workforce)
- Operation (projected period of start-up/commissioning/full operation of various project components)
- Abandonment (Land/soil restoration, decontamination or remediation activities and procedures & projected year of Abandonment).

1.8 Manpower

- Tabulate the following per project phase:
 - Manpower requirements;

- Expertise/skills needed;
- Nature & estimated number of jobs available for men, women indigenous peoples (if sited in IP ancestral land); preferred scheme for sourcing locally from host and neighboring LGUs and those from outside

1.9 Indicative Project Investment Cost

II. Analysis of Key Environmental Impacts

2.1 Land

2.1.1 Land Use and Classification

- Description and Map showing the project area in relation to existing land use.
- Identify ECA where the project is located or near the project area.
- Identify areas vulnerable/susceptible to natural hazards where the project is located or near the project area (include map/s).
- Identify areas under CARP or with CADC / CADT where the project is located or near the project area.
- Assessment of the compatibility of the proposed project in relation to land use and / or the coastal resource management plan of the LGU if any
- Discuss inconsistencies/possible conflicts with existing land use/zoning/classification and encroachment in ECAs
- Discuss projected change as a result of project implementation (Le. Loss of topsoil/overburden (for agricultural areas or adjacent to agricultural areas))

2.1.2 Geology/Geomorphology

- Slope and Elevation/Topographic Map;
- Regional/General Geological Map
- Geological maps as needed; hazard maps (NAMRIA, NDRRMC, MGB, PHIVOLCS, PAG-ASA)
- Include discussions on impacts/effects of natural hazard on the project

Discuss projected change and change management as a result of project implementation such as the following:

- Change in surface landform/ topography/ terrain/slope
- Change in sub-surface/ underground geomorphology
- Inducement of subsidence/ collapse
- Inducement of landslides or other natural hazards

2.1.3 Pedology

Summary of Soil Investigation Report on soil type and quality; Erodibility potential; Bank stability;

Analyze project's impact and provide management measures for the following as may be needed:

- Erodability potential
- Bank stability
- Change in soil quality/fertility

2.1.4 Terrestrial Biology

- Flora and fauna species inventory or survey report;
- Historical occurrences of pest infestation, forest/grass fire and/or similar incidences
- Summary of endemism / conservation status
- Summary of abundance, frequency and distribution
- Economic importance and uses of significant flora and fauna
- Sampling / survey map in relation to the project site
- Quadrat sampling for flora;

- Use of mist nets, traps, transect walk for fauna

Analyze project's impact and provide management measures with regards to the following as may be needed:

- Vegetation removal and loss of habitat
- Threat to existence of important local species
- Threat to abundance, frequency and distribution of important species
- Hindrance to wildlife access

2.2 WATER

2.2.1 Hydrology/Hydrogeology

- Drainage map; historical flooding/drought occurrences, stream flow measurements/estimates; Delineation of watershed /sub-watersheds/ floodplain; and identification of aquifers if any
- Discuss possible impacts of the project on the occurrence of flooding and vice versa. Consider extreme weather conditions and the PAG-ASA 2020 and 2050 climate projections
- Regional hydrogeological map
- Identification of current / projected water use in the area and adjacent areas
- Spring and well inventory and location map; depth of water table ;
- Analysis/estimation of water availability taking into consideration the PAG-ASA 2020 and 2050 climate projections
- For project with significant water requirement, conduct water balance / budget analysis

Analyze project's impact and provide management measures with regards to the following as may be needed:

- Change in drainage morphology
- Change in stream, lake water depth
- Reduction in stream volumetric flow
- Inducement of flooding
- Water resource use and competition
- Reduction/Depletion of groundwater flow

2.2.2 Oceanography

- Predicted tides; 24-hour tidal cycles; Surface current system
- Bathymetric map;
- USLE / similar modeling when applicable

Analyze project's impact and provide management measures with regards to the following as may be needed:

- Change in circulation pattern
- Change in stream, lake water depth
- Change in bathymetry

2.2.3 Water Quality

- Physico-Chemical characterization of water :
 - ☐ pH
 - ☐ BOD5
 - ☐ COD
 - ☐ DO
 - ☐ Oil and grease
 - ☐ TSS
 - ☐ Heavy Metals : _____
 - ☐ fecal / total coliform
 - ☐ others: _____
- Sampling site map
- Use DENR standard methods and procedures for sampling and analysis.

- For project with coastal/marine structures and /or significant marine / coastal discharges, conduct circulation / plume modeling (include worst case scenario of failure of WWTF)
- For project with significant heavy metals discharges, conduct sediment transport modeling
- Identify specific source of possible pollution load and discuss assimilative capacity of the receiving water body (Le. groundwater, stream water, lake water, marine water)
- Include as part of the environmental management and monitoring plan, the sampling site map

2.2.4 Freshwater Ecology

- Summary of endemicity / conservation status
- Abundance of ecologically and economically important species (fishes, benthos, planktons);
- Presence of pollution indicator species;
- sampling site map

Identify source of threat to ecology and discuss assimilative capacity of the receiving ecosystem

- Threat to abundance, frequency and distribution of species
- Loss of important species
- Loss of habitat

2.2.4 Marine Ecology

- Abundance/densities/distribution of ecologically and economically important species (mangroves, fishes, benthos, planktons, coral reefs, algae, seaweeds, sea grasses);
- Presence of pollution indicator species;
- Historical occurrences of red-tide, fish kill or any related event
- Marine resource map
- Sampling site map
- Quadrat, transect, line intercept, spot dive, manta tow, marine resource characterization (e.g. municipal and commercial fisheries data)

Identify source of threat to ecology and discuss assimilative capacity of the receiving ecosystem

- Threat to abundance, frequency and distribution of species
- Loss of important species
- Loss of habitat

2.3 AIR

2.3.1 Meteorology/Climatology

- Monthly average rainfall and temperature of the area; Climatological normals/extremes; Wind rose diagrams; Frequency of Tropical cyclones
- In the assessment, consider the PAG-ASA climate change projections for 2020 and 2050.
- Discuss the project's possible effect on local climate if any
- Data on Greenhouse gasses (i.e. carbon dioxide, methane, nitrous oxide, etc.); Calculation of projected GHG emission
- Discuss the project's contribution to global greenhouse gas if any

2.3.2 Air Quality

- Characterization of ambient air quality:
 - TSP

- ☐ PM10
- ☐ SOx
- ☐ NOx
- ☐ Trace Metals : _____
- ☐ others: _____

(for sampling methods refer to Clean Air Act)

- Sampling site map
- Use DENR standard methods and procedures for sampling and analysis.
- If applicable air dispersion modeling (include worst case scenario of failure of APCD);
- Heavy metals (baseline and modeling) apply to selected chemical industries
- Identify specific source of possible pollution load and discuss assimilative capacity considering the ambient air quality/noise levels in the area

2.3.3 Noise

- Characterization of ambient noise level
- Sampling site map
- Use DENR standard methods and procedures for sampling and measurement.
- if applicable noise attenuation modeling (applicable if there is source capable of generating 200 dB or more).
- Increase in ambient noise level

2.4 PEOPLE

- Demographic data of impact area:
 - Number of households and household size
 - Land area,
 - Population,
 - Population density /growth
 - gender and age profile,
 - literacy rate, profile of educational attainment,
- Settlements map
- Census of population / property that will be displaced / disturbed
- Housing ownership profile / availability of housing/ number of informal settlers
- Demographic data on Indigenous People (if any) and existing Culture/Lifestyle that may be significantly affected
- Availability of public services in terms of:
 - Water supply
 - Power supply
 - Communications /transportation
 - Health resources (Government and Private)
 - Peace and order / crime
 - Education facilities
 - Recreational facilities / sports facilities
- Statistical data / information related to public services:
 - Literacy rate, profile of educational attainment
 - Morbidity and mortality rates (infants and adults - 5-year trend)

- Common diseases in the area including endemic diseases;
- Environmental Health and Sanitation Profile;
- Crime rate
- Food security
- Socioeconomic data:
 - Main sources of Income
 - Employment rate/ profile
 - Sources of livelihood
 - Commercial establishments and activities
 - Banking and financial institutions
- Road network/ systems
- Existing Transportation/traffic situation

- 2.4.1 Identify settlers that will be displaced from among the existing settlers
- 2.4.2 Discuss the in-migration patterns impact as a result of project implementation
- 2.4.3 Discuss the impacts on IPs and Culture/lifestyle (if any)
- 2.4.4 Discuss the project implementation's threat to public health vis-à-vis the baseline health conditions in the area
- 2.4.5 Discuss local benefits expected from project implementation
- 2.4.6 Discuss how the project would affect the delivery of basic services and resource competition in the area
- 2.4.7 Discuss how the project would affect traffic situation in the area
- 2.4.8 Identify entity to be accountable for environmental management in the area
- 2.4.9 Discuss how the project would affect existing properties in the area in terms of relocation and devaluation
- 2.4.10 Identify affected properties

III. ENVIRONMENTAL/ECOLOGICAL RISK ASSESSMENT

Identify and provide management measures for:

- Chronic Risks
- Acute Risks / Worst Case Scenario

IV. IMPACTS MANAGEMENT PLAN

Limit to most significant impacts per project phase and per environmental component arising from key environmental aspects

The SDP and IEC Framework shall be required for all ECPs. These may be required for EIS-Based ECC applications for non ECPs based on the EMB-RO's discretion.

The SDP of the project shall be derived from, and aligned with, the LGU's existing SDP. The project's SOP normally aims to prevent/mitigate and/or enhance a project's adverse and positive impacts, respectively, on people's livelihood, health and environment.

The SDP shall contain the following: a.) Livelihood or community development programs/activities, b.) Responsible community members/beneficiaries, c.) partner institutions (government, NGO, others), d.) timeframe implementation, and e.) source and amount per activity/component

The IEC Framework shall include the following information:

- a. Target Sector Identified as Needing Project IEC
- b. Major Topic/s of concern in Relation to Project
- c. IEC Scheme / Strategy / Methods
- d. Information Medium
- e. Indicative Timelines and Frequency
- f. Indicate Cost

The framework for compliance monitoring including environmental performance indicators shall serve as standards for determining compliance. This shall correspond to the baseline environmental parameter necessary to monitor the identified key environmental impacts for the specific sector/project type.

As a pro-active tool for minimization/elimination of adverse consequences to the environmental quality, the project proponent shall propose "Environmental Quality Performance Level" (EQPL) for each critical parameter identified above. At least two EQPLs are required namely the action and limit level. A third optional criterion is the early warning level which is actually a red-flagging alert level.

It shall also include description of the monitoring scheme and mechanisms to be employed:

- Self-Monitoring Plan
- Multi-sectoral Monitoring Framework (for ECPs and EIS-based Non-ECPs as deemed necessary by EMB RO)
- Environmental Guarantee and Monitoring Fund Commitment (for ECPs and EIS-based Non-ECPs as deemed necessary by EMB RO)

VII. EMERGENCY RESPONSE POLICY AND GENERIC GUIDELINES

The policy and generic guidelines are to be consistent with the relevant agencies' requirements that are to be complied with after the EGG is issued, e.g. MGB has a prescribed ERP content for mining projects.

VIII. ABANDONMENT /DECOMMISSIONING REHABILITATION POLICIES AND GENERIC GUIDELINES

Statement on Proponent's policies and generic procedures; Detailed Abandonment/Decommissioning Plan to be submitted post-ECC, within a timeframe specified in the ECC

IX. INSTITUTIONAL PLAN FOR EMP IMPLEMENTATION

Discuss the Table of Organization of the Proponent where the reporting line and manpower complement/positions of the EU, MEPEO or equivalent units to higher management and relationships with operating departments are shown

EPRMP

Executive Summary

- Project Fact Sheet PD Summary
- Process Documentation of the conduct of EIA (EIA Team, EIA Study Schedule & Area, EIA Methodology, Public Participation)
- Summary of Baseline Characterization Key Environmental Impacts and Management & Monitoring Plan and EMF & EGF Commitments

I.0. Project Description

1.1 Project Location and Area

- Map showing sitio, barangay, municipality, province, region boundaries, vicinity, proposed buffers surrounding the area and Primary & secondary impact areas
- Geographic coordinates (shape file data) of project area
- Rationale for selection primary & secondary impact areas

1.2 Project Rationale

Cite and focus on the need for the project based on national and local economic development and in terms of contribution to sustainable development agenda or current development thrusts of the Philippines

1.3 Project Alternatives

- Cite criteria used in determining preliminary options for facility siting, development design, process/technology selection, resource utilization including discussion of the consequences of not proceeding with the project
- Reasons for selecting the preferred options delineated in terms of technical, commercial, social and natural environmental aspects
- Summary of the comparative environmental impacts of each alternative

1.4 Project Components

In Matrix form, describe / identify the existing, proposed expansion/modification & resulting final project scope in terms of:

- Major components
- Other Support Facilities (Le. energy/power generating facility, water supply system)
- Pollution control devices and corresponding facilities being served or connected
- Footprint of proposed layout of project facilities

1.5 Process Technology Options

In Matrix form, describe / identify the existing, proposed modification & resulting final process/technology in terms of:

- Production process (indicate type of raw material & final product) if process industry; Construction if infrastructure such as buildings, roads & bridges
- Power generation & water supply system
- Waste Management Systems

1.6 Project Size

In Matrix form, describe the existing, proposed expansion & resulting total capacity/project scope in terms of:

- Total project area in square meters or hectares
- Annual production rate & working days/hours if process industry

1.7 Development Plan, Description of Project Phases and Corresponding Timeframes

Phases to be described in terms identifying specific activities (w/ special attention on those with significant environmental impacts) and corresponding projected implementation timeframes:

- Pre-construction (planning, acquisition of rights to use land,)
- Construction (land/site clearing, temporary housing, transport of materials, health and other services for the workforce)

- Operation (projected period of start-up/commissioning/full operation of various project components)
 - Abandonment (Land/soil restoration, decontamination or remediation activities and procedures & projected year of Abandonment).
- 1.8 Manpower
Tabulate the following per project phase:
- Manpower requirements;
 - Expertise/skills needed;
 - Nature & estimated number of jobs available for men, women indigenous peoples (if sited in IP ancestral land); preferred scheme for sourcing locally from host and neighboring LGUs and those from outside
- 1.9 Indicative Project Investment Cost

II. Analysis of Key Environmental Impacts

2.1 LAND

2.1.1 Land Use and Classification

- Discuss actual performance/experience in terms of how impacts were addressed in the implementation of the original project plan & any additional related issues with the proposed expansion/modification & how they will be addressed
- Discuss historical environmental performance & how it will be improved or maintained as needed

2.1.2 Geology/Geomorphology

Discuss actual performance/experience in terms of how the impacts were addressed in the implementation of the original project plan & any additional related issues with the proposed expansion/modification & how they will be addressed

2.1.3 Pedology

Discuss erosion history & change in soil quality/fertility with the implementation of the original project plan & any additional impact of the expansion/modification in terms of:

- Erodability potential
- Bank stability
- Change in soil quality/fertility

2.1.4 Terrestrial Biology

Discuss actual environmental management performance/experience with the implementation of the original project plan & any additional impact of the expansion/modification with respect to the following:

- Vegetation removal and loss of habitat
- Threat to existence of important local species
- Threat to abundance, frequency and distribution of important species
- Hindrance to wildlife access

2.2 WATER

2.3.1 Hydrology/Hydrogeology

Discuss actual environmental management performance/experience with the implementation of the original project plan & any additional impact of the expansion/modification with respect to the following:

- Change in drainage morphology
- Change in stream, lake water depth
- Reduction in stream volumetric flow
- Inducement of flooding
- Water resource use and competition
- Reduction/Depletion of groundwater flow

2.3.2 Oceanography

Discuss actual environmental management performance/experience with the implementation of the original project plan & any additional impact of the expansion/modification with respect to the following:

- Change in circulation pattern
 - Change in stream, lake water depth
 - Change in bathymetry
- 2.3.3 Water Quality
- Identify additional & total source of possible pollution load and discuss assimilative carrying capacity of the receiving water body (i.e, groundwater, stream water, lake water, marine water
 - Discuss actual environmental management performance/experience with the implementation of the original project plan & any additional impact of the expansion/modification
 - Include as part of the environmental management and monitoring plan, the actual sampling site map and any changes in sampling site as a result of the expansion/modification
- 2.3.4 Freshwater or Marine Ecology
- Discuss actual environmental management performance/experience with the implementation of the original project plan & any additional impact of the expansion/modification with respect to the following:
- Threat to abundance, frequency and distribution of species
 - Loss of important species
 - Loss of habitat
- 2.3 AIR
- 2.3.1 Meteorology/Climatology
- Discuss the existing project's effect on local climate and corresponding effect of the expansion/modification, if any
 - Discuss the existing project's contribution to global greenhouse gas and corresponding effect of the expansion/modification, if any
- 2.3.2 Air Quality (& Noise)
- Identify additional & total source of possible pollution load and discuss assimilative capacity considering the ambient air quality/noise levels in the area
- 2.4 PEOPLE
- Discuss how the following were handled in the original project and identify additional of such for the expansion /modification:
- 2.4.1 Displacement of settlers
- 2.4.2 Impact of In-migration patterns as a result of project implementation
- 2.4.3 Impacts on IPs and Culture/Lifestyle (if any)
- 2.4.4 Project implementation's threat to public health vis-a-vis the baseline health conditions in the area
- 2.4.5 Local benefits expected from project implementation
- 2.4.6 Effect on the delivery of basic services and resource competition in the area
- 2.4.7 Effect on traffic situation in the area
- 2.4.8 Entity to be accountable for environmental management in the area
- 2.4.9 Effect on existing properties in the area in terms of relocation and devaluation
- 2.4.10 Other affected properties
- III. ENVIRONMENTAL/ECOLOGICAL RISK ASSESSMENT
- Discuss actual experience with the implementation of the original project plan & any additional impact of the expansion/modification with respect to the following:
- Chronic Risks
 - Acute Risks / Worst Case Scenario
- IV. IMPACTS MANAGEMENT PLAN (IMP)
- Discuss occurrence of the projected impacts and how this was managed with the original project implementation. Discuss adjustments that should be made in consideration of the expansion/modification and present the revised IMP.

The SDP and IEC Framework required for all ECPs and for EIS-Based ECC applications for non ECPs (at the EMB-RO's discretion) for the original project shall have been implemented.

For the expansion/modification, this part of EIA Study Report shall be focused on the discussion of the status of implementation of SDP and IEC commitments. Any necessary change in the SDP and IEC in consideration of the expansion/modification shall be identified

An analysis of the "Environmental Quality Performance Level" (EQPL) monitoring for each critical parameter identified for the original project implementation shall be discussed here. Additional monitoring parameters for the expansion/modification or identified lacking parameters based on the monitoring results shall be presented and incorporated in the revised monitoring plan.

A description of the monitoring scheme and mechanisms actually being employed such as the following shall be discussed:

- Self-Monitoring Plan
- Multi-sectoral Monitoring Framework (for ECPs and EIS-based Non-ECPs as deemed necessary by EMB RO)
- Environmental Guarantee and Monitoring Fund Commitment (for ECPs and EIS-based Non-ECPs as deemed necessary by EMB RO)

Any proposed changes / addendum to the existing scheme shall be discussed

VII. EMERGENCY RESPONSE POLICY AND GENERIC GUIDELINES

Status of the implementation of the policy and generic guidelines and any proposed change shall be discussed here.

VIII. ABANDONMENT IDECOMMISSIONING REHABILITATION POLICIES AND GENERIC GUIDELINES

Status of the implementation of the policy and generic guidelines and any proposed change shall be discussed here.

IX. INSTITUTIONAL PLAN FOR EMP IMPLEMENTATION

Update on the Table of Organization of the Proponent where the reporting line and manpower complement/positions of the EU, MEPEO or equivalent units to higher management and relationships with operating departments are shown

Annex 19: Impact Management Plan (IMP) Template

Project Phase / Environmental Aspect (Project Activity Which Will Likely Impact the Environmental Component)	Environmental Component Likely to be Affected	Potential Impact	Options for Prevention or Mitigation* or Enhancement	Responsible Entity	Cost	Guarantee / Financial Arrangements
I. PRE-CONSTRUCTION PHASE	(include only applicable modules)					
Environmental Aspect # 1	A. The Land					
Environmental Aspect # 4	B. The People					
II. CONSTRUCTION PHASE	(include only applicable modules)					
Environmental Aspect # 1	A. The Land					
Environmental Aspect # 2	B. The Water					
Environmental Aspect # 3	C. The Air					
Environmental Aspect # 4	D. The People					
III. OPERATION PHASE	(include only applicable modules)					
Environmental Aspect # 1	A. The Land					
Environmental Aspect # 2	B. The Water					
Environmental Aspect # 3	C. The Air					
Environmental Aspect # 4	D. The People					
IV. ABANDONMENT PHASE	(include only applicable modules)					
Environmental Aspect # 1	A. The Land					
Environmental Aspect # 2	B. The Water					
Environmental Aspect # 3	C. The Air					
Environmental Aspect # 4	D. The People					

*At the FS/pre-ECC stage, mitigation measures shall aim to comply with air/water environmental standards which is the 3rd or "limit level" in the EMB system of management and monitoring of Environmental Quality Performance. The Proponent is referred to the Technical Procedures Handbook of the SEPMEs Project available with the EMB on the technical details of EQPLs. See Annex 2-20 on Environmental Monitoring Plan with Environmental Quality Performance Levels for the formulation of the EQPL scheme.

Annex 20: Template for Social Development Plan

TEMPLATE FOR SOCIAL DEVELOPMENT (SDP) PLAN/Framework¹

CONCERN	Responsible Community Member / Beneficiary	Government Agency/ Non-government Agency and Services (indicate specific services)	PROPONENT	Indicative Timeline	Source of fund
1. Relocation.	Barangay Chairman • Project affected families	<ul style="list-style-type: none"> • LGU Municipal Planning, Housing a NHA (R.A 7279 Memo Circular 1070, settlement and Institutional Framework for local Government units) • DSWD • DPWH 	Community Relations Officer	<ul style="list-style-type: none"> • Pre-construction 	LGU-NHA / Proponent
2. Gender Responsive Livelihood / Employment and Credit Facilities (Men, Women, Youth & elderly)	Association Chairperson • Qualified Project Affected Men, Women, Youth & Elderly	<ul style="list-style-type: none"> • LGU Municipal Planning Office • MSWD • TESDA 	Community Relations Officer	<ul style="list-style-type: none"> • Pre-construction • Construction • Operation 	LGU –IRA/ Proponent
3. Health and Safety	Barangay Kagawad for Health • Project Affected Community	<ul style="list-style-type: none"> • MHO • Barangay Disaster Management 	Community Relations Officer	<ul style="list-style-type: none"> • Pre-construction • Construction • Operation 	LGU –IRA/ Proponent
4. Education and Recreation	Barangay Kagawad for Education • Project Affected Families	<ul style="list-style-type: none"> • DepEd 	Community Relations Officer	<ul style="list-style-type: none"> • Pre-construction • Construction • Operation 	LGU –IRA/ Proponent
5. Environment and Sanitation	Barangay Kagawad for Environment • Project Affected Community	<ul style="list-style-type: none"> • ENRO • MHO 	Community Relations Officer	<ul style="list-style-type: none"> • Pre-construction • Construction • Operation 	LGU –IRA/ Proponent
6. Peace and order	Barangay Kagawad for Peace and order • Project Affected Community	<ul style="list-style-type: none"> • LGU • PNP 	Chief Security Officer	<ul style="list-style-type: none"> • Pre-construction • Construction • Operation 	LGU –IRA/ Proponent
7. Spiritual	Barangay Assigned Catholic Priest, Pastor of different denomination	<ul style="list-style-type: none"> • Parish Priest • Pastor 	Community Relations Officer		

¹The SDP of the project shall be derived from, and aligned with, the LGU's existing SDP. The project's SDP normally aims to prevent/mitigate and/or enhance a project's adverse and positive impacts, respectively, on people's livelihood, health and environment. The process of formulating the project's SDP shall be actively participated in by Municipal Development and Planning Officer (MPDO) and/or other Government Agencies whose mandates cover the management of impacts posed by project operations, e.g. DOH who may coordinate with the Proponent on the conduct of health impact studies or conduct of medical missions to alleviate adverse health effects attributed to the project.

²The cost estimates shall be estimated once specific projects have been processed and identified thru consultation with the concerned LGUs and sectors in the potentially affected communities. The Proponent shall share in the cost of the selected projects from the LGU's SDP found to be relevant to the attainment of compliance or socially responsible EMP implementation.

Annex 21: Template for Information, Education and Communication Plan/Framework

TEMPLATE FOR INFORMATION, EDUCATION AND COMMUNICATION (IEC) PLAN/Framework

Target Sector Identified as Needing Project IEC	Major Topic/s of concern in Relation to Project	IEC Scheme / Strategy / Methods	Information Material	Indicative Timelines and Frequency	Indicative Cost
<i>Examples:</i> 6. LGU 7. Schools	<i>Examples:</i> <ul style="list-style-type: none"> • Project description & status • EIA findings • Performance against ECC / EMP • Actual Impacts & Measures 	<i>Examples:</i> <ul style="list-style-type: none"> • Individual methods • Group methods • Mass media 	<i>Examples:</i> <ul style="list-style-type: none"> • Invitation letters • One-on-one meetings • Key Informant Interviews • Hand-outs • Audio-visual presentations • Comics on EIA in local language • Illustrative primer about the project • News paper publication • Radio broadcast • Posters • Flyers 	<i>Example:</i> At least 1 month prior to start of project construction; or Annually	<i>Examples:</i> <ul style="list-style-type: none"> • Project expected number of attendees • Cost of meals • Cost of venue • Cost of IEC Materials

Guidelines on the Conduct of Information, Education and Communication (IEC)

- 7) The objective of conducting IEC is not limited to information dissemination. The conduct of IEC shall provide feedbacks to the preparer and the proponent about the stakeholders' understanding of the EIA process and project, the issues and concerns about the project, as well as their suggestions and other inputs.
- 8) IEC methods may include the following:
 - a) Individual methods, e.g. home visits, personal letters, one-on-one interviews
 - b) Group methods, e.g., meetings, study tours, group workshops, group discussions
 - c) Mass media, e.g., newspaper publication, radio broadcast, web posting
- 9) The proponent or preparer may use any or all kinds of IEC materials in conducting IEC campaigns. IEC materials may be in print (e.g. flyers, pamphlets, comics, posters, newspapers, banners) or in other forms, such as video, film, and sound slides.
- 10) These materials should be:
 - a) Prepared in a manner and language that can be easily understood by everybody and should contain balanced and complete information. The information material on EIA should, as much as practical, be in the local language or dialect.
 - b) Contain sufficient information including a description of the proposed project, the proponent, the EIA process, and the expected outputs. It shall also include such appropriate studies as evaluation of public health, environment, population, gender, socio-economic, and cultural impacts of the project or undertaking and the appropriate mitigation and enhancement measures.
- 11) The information drive should at the same time inculcate value formation by making the members of the community aware of their responsibilities as stakeholders.
- 12) In the conduct of IEC, it is beneficial to the proponent to engage the services of locally-based Communication or IEC specialist or Community Organizer in planning, implementing, assessing and documenting the conduct of IEC.

Annex 22: Environmental Monitoring Plan

TEMPLATE OF ENVIRONMENTAL MONITORING PLAN (EMoP) with ENVIRONMENTAL QUALITY PERFORMANCE LEVELS (EQPLs)^{1,2,3}

[illegible]

Parameter	Method and Scope	Location	Frequency	Responsible Party	Reference	Cost
Water quality: Color, turbidity, dissolved oxygen, BOD, Total dissolved and suspended solids	In situ (with water quality analyzer) and grab sampling	4-6 stations in water bodies crossing the project site (b)	Monthly	MMT	DENR Administrative Order No. 34 (1990)	
Water quality: Odor, color	Sensory	Receiving waters	Weekly	Contractor		
Air quality: Total suspended particulates (TSP) sulphur dioxide (SO ₂), nitrogen dioxide (NO ₂)	1990 Philippine Clean Air Act	Selected population centers near project site (b)	Monthly	MMT	1989 Philippine Clean Air Act	
Air quality: dust, visibility, watering pf bare areas	Visual inspection	Bare areas	Daily to weekly during dry periods	Contractor	1989 Philippine Clean Air Act	
Noise and disturbance	Noise meter	Same as air quality sampling stations	Monthly	MMT	1978 NPCC Rules and Regulations	
	Sensory, complaints from residents	Closest homes	Weekly	Contractor		
Hiring of local workers	Inspection of records	Project site	Hiring periods; start of project stages	Contractor, MMT	D.O ** (19**)	
Worker health and safety	Site inspection	Project site, workers' camp	Daily to weekly	Contractor	DOLE guidelines	Nil
Waste management	Site inspection	Project site, workers' camp and sensitive areas	Daily	Contractor	Solid Waste Act	Nil
Hazardous materials handling	Visual inspection	Depot, fuel and material storage sites	Weekly	Contractor	R.A. 6969	Nil

¹EQPL-Environmental Quality Performance Level

- Alert or Red Flag : early warning
- Action Level : point where management measures must be employed so as not to reach the regulated threshold or limit level, or to
reduce deterioration of affected environmental component to pre-impact or optimum environmental quality
- Limit Level : regulated threshold of pollutant (standard that must not be exceeded); point where emergency response measures
must be employed to reduce pollutants to lower than standard limit.

² NOTE: Sections on EQPLs to be filled out only if EQPLs are willing to be committed by the Proponent at the pre-ECC stage. Otherwise, Proponent may opt to have EQPLs established post-ECC and mutually agreed upon among Proponent, EMB and other MMT members. Otherwise, only the LIMIT Level shall be the reference for regulatory compliance. This means that environmental management measures are formulated not to exceed this regulated threshold.

³ At the FS/pre-ECC stage Impacts Management Plan (IMP), only the 3rd or “limit level” is required to be the reference for regulatory compliance in the EMB system of management and monitoring of Environmental Quality Performance of the project. The commitment for the two lower levels and corresponding measures may be formulated post-ECC: the “alert or warning” and “action” levels may be subjectively set at a certain percentage lower than the limit level or standard, particularly for situations where the baseline or current environment of the project already has a critical level of the specific parameter of concern or is sensitive to such parameter at levels proven or observed to be lower than the set national standard. These two pre-standard levels may be self-formulated or with the MMT during technical skill building workshops with the community-based MMT members for appropriate utilization of the MMT’s indigenous knowledge in identifying quasi/pseudo-indicators of environmental quality status and relating these to quantitative concentrations/measures of the parameters, e.g. a certain color of the water or air may be determined to be equivalent to a range of concentrations of a certain parameter; a change in color of the leaf from green to yellowish or white may be considered indicative of the effect of a certain range of concentration of salts/brine or other chemicals; an examination of the phloem/xylem of a tree wherein dried leaves and blackened/burned bark give the impression of a dead tree may show the tree is still alive and capable of recovery, particularly if with assistance from the Proponent and/or community; a rotten egg smell of the air may be correlated with a certain range of concentration of hydrogen sulfide, etc... These indicators all serve as an aide to monitoring and validation of the Proponent or the MMT as a whole, and can then provide adequate time and strategy for the Proponent to take measures to prevent the worsening of certain environmental conditions even before these reach the limit or standard levels. Once the Environmental Quality Performance Levels (EQPLs) are formulated with the MMT and consequently approved by the EMB, the Proponent can then include these in its semi-annual Compliance Monitoring Report (CMR); the MMT can then validate performance thru its Compliance Monitoring and Validation Report (CMVR); and the EMB can then make an evaluation of performance of both Proponent and MMT thru its Compliance Evaluation Report (CER).

Annex 23: Project Environmental Monitoring and Audit Prioritization Scheme (PEMAPS) Questionnaire

Project Name : _____
 Project Location : _____
 ECC Reference No. : _____
 Proponent : _____
 Pollution Control Officer : _____
 Tel. No./Fax No./Email : _____

 Project Type : _____
 Project Status : _____

PROJECT CONSIDERATIONS

Size and Type

Size based on number of employees

Specify number of employees: _____

Type

ECP (in either ECA or Non-ECA) _____
 Non-ECP but in ECA _____
 Non-ECP and Non-ECA _____

Waste Generation and Management

Enumerate Waste Type and Specify Quantity of Wastes generated in your facility. (Identify /Enumerate)

Category	Waste	Type		Quantity
		Hazardous	Non-Hazardous	
Air	Waste 1			(units: MT/yr)
	Waste 2			
	Waste N			
Liquid				(units: m ³ /yr)
Solid				(units: tons/yr)

Pollution Control System (PCS)

Enumerate PCS or Waste Management Method Used in your facility.
(Identify /Enumerate)

Category	PCS/Waste Management Method Used	Remarks
Air	PCS 1	
	PCS 2	
	PCS N	
Liquid	Primary	
	Secondary	
	Tertiary	
Solid		

PATHWAYS

Prevailing wind towards barrio or city? (mark the corresponding point) Yes ____ No ____

Rainfall (impacts surface & groundwater pathways)

Average annual net rainfall:

Specify amount: _____ (units: mm)

Maximum 24-hour rainfall:

Specify amount: _____ (units: mm)

Terrain (select one and mark) Flat _____ Steep _____

Is the facility located in a flood-prone area? (select one and mark) Yes _____ No _____

Ground Water

Depth of groundwater table (meter) (select one and mark)

0 to less than 3 _____
3 to 10 _____
Greater than 10 _____

RECEIVING MEDIA/RECEPTORS

Air (Distance to nearest community) (select one and mark)

0 to less than 0.5 km _____
0.5 to 1 km _____
Greater than 1 km _____

Receiving Surface Water Body

Distance to receiving surface water: (select one and mark)

0 to less than 0.5 km _____
0.5 to 1 km _____
Greater than 1 km _____

Size of population using receiving surface water

Specify number: _____

Fresh Water

Classification of fresh water (select one and mark)

AA _____
A _____
B _____
C _____
D _____

Size of fresh water body

Specify size: _____ (units: km²)

Economic value of water use (may select more than one of the criteria below)

Drinking _____
Domestic _____
Recreational _____
Fishery _____
Industrial _____
Agricultural _____

Salt water

Classification of salt water (select one and mark)

SA _____
SB _____
SC _____
SD _____

Economic value of water use (may select more than one of the criteria below)

Fishery _____
 Tourist zone or park _____
 Recreational _____
 Industrial _____

Ground Water

Distance to nearest recharge area (select one and mark)

0 to less than 0.5 km _____
 0.5 to 1 km _____
 Greater than 1 km _____

Distance to nearest well used (select one and mark)

0 to less than 0.5 km _____
 0.5 to 1 km _____
 Greater than 1 km _____

Groundwater use within the nearest well (may select more than one of the criteria below)

Drinking _____
 Industrial _____
 Agricultural _____

Land

Indicate current/actual land uses within 0.5 km radius: (may select more than one of the criteria below)

Residential _____
 Commercial/Institutional _____
 Industrial _____
 Agricultural/Recreational _____
 Protected Area _____

Potential/proposed land uses within 0.5 km (may select more than one of the criteria below)

Residential _____
 Commercial/Institutional _____
 Industrial _____
 Agricultural/Recreational _____
 Protected Area _____

Number of affected Environmentally Critical Areas within 1 km:

Specify number: _____

Distance to nearest ECA (select one and mark)

0 to less than 0.5km _____
 0.5 to 1 km _____
 Greater than 1 km _____

IV. ENVIRONMENTAL PERFORMANCE

a. Compliance (pls. take note that this will be double-checked with PCD files)

Law	Violation (check if any)	Type (pls. specify number of times committed)				Type of Admin Violation	Additional Remarks/Status of Compliance
		STANDARD					
		Emission/Effluent/ Discharge	Ambient	Human Impact	Admin/ ECC		
RA 8749							
RA 9275							
RA 6969							
PD 1586							
RA 9003							

b. Number of Valid Complaints

i. Citizen and NGOs

Specify number:

ii. Others (other Govt. Agencies, Private Institutions)
Specify number:

[illegible]

(To be filled up by EMB Personnel)

RECOMMENDATION/S:

Assessed By: _____

Noted By: _____

ACCOUNTABILITY STATEMENT OF PROJECT PROPONENT

This is to certify that all information in the submitted Project Environmental Monitoring And Audit Prioritization Scheme (PEMAPS) Questionnaire of _____ located at _____ is true, accurate and complete. Should I learn of any information, which makes this inaccurate, I shall bring said information to the appropriate Environmental Management Bureau Regional Office.

In witness whereof, I hereby set out my hands this _____ day of 200__ at _____.

PROJECT PROPONENT

SUBSCRIBED AND SWORN to before me this _____ day of _____ 20__ at _____. Affiant exhibiting to me his/her Community Tax Certificate No. _____ issued on _____.

Doc. No. _____
Page No. _____
Book No. _____
Series of 200_ _____

Annex 24: Proforma Sworn Accountability Statement of the Proponent

SWORN STATEMENT OF ACCOUNTABILITY OF THE PROPONENT*

This is to certify that all the information and commitments in this (state one of the 7 EIA report types) REPORT for the (state name of project) **PROJECT** are accurate and complete to the best of our knowledge, and that an objective and thorough assessment of the Project was undertaken in accordance with the dictates of professional and reasonable judgment. Should I/we learn of any information which would make this (state one of the 7 EIA report types) REPORT inaccurate, I shall immediately bring the said information to the attention of DENR-EMB.

I hereby certify that no DENR-EMB personnel was directly involved in the preparation of this (state name of project) REPORT other than to provide procedural and technical advice consistent with the guidelines in the DAO 03-30 Revised Procedural Manual.

I hereby bind myself to answer any penalty that may be imposed arising from any misrepresentation or failure to state material information in this (state one of the 7 EIA report types) REPORT.

In witness whereof, I hereby set my hand this ____ day of _____ at _____.

NAME OF PROPONENT HEAD
(Position)
(Company Name)

SUBSCRIBED AND SWORN TO before me this ____ day of _____ 200__, affiant exhibiting his/her Community Tax Certificate No. _____ issued at _____ on _____.

Doc. No. _____
Page No. _____
Book No. _____
Series of _____

* The Sworn Statement of Accountability of the Proponent shall be part of ALL seven (7) EIA Report Type submissions – PEIS, EIS, PEPRMP, EPRMP, IEER, IEEC and PD Report.

Annex 25: Proforma Sworn Accountability Statement of the Preparer

SWORN STATEMENT OF ACCOUNTABILITY OF PREPARERS

This is to certify that all information in this (state one of the 7 EIA report types) REPORT for the (state name of project) **PROJECT** are accurate and complete to the best of our knowledge, and that an objective and thorough assessment of the Project was undertaken in accordance with the dictates of professional and reasonable judgment. Should we learn of any information which would make this (state one of the 7 EIA report types) REPORT inaccurate, we shall immediately bring the said information to the attention of the DENR-EMB.

We hereby certify that no DENR-EMB personnel was directly involved in the preparation of this (state name of project) REPORT other than to provide procedural and technical advice consistent with the guidelines in the DAO 03-30 Revised Procedural Manual.

We hereby bind ourselves jointly and solidarily to answer any penalty that may be imposed arising from any misrepresentation or failure to state material information in this (state one of the 7 EIA report types) REPORT.

In witness whereof, we hereby set our hands this ____ day of _____ at _____.

	Name	Field of Expertise	Signature
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

SUBSCRIBED AND SWORN TO before me this ____ day of _____ 2006, affiants exhibiting their Community Tax Certificate information, as follows:

	Name	Community Tax Certificate Information		
		CTC NO.	Place of Issue	Date of Issue
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				

Doc. No. _____
 Page No. _____
 Book No. _____
 Series of _____

Annex 26: Perception Survey Protocol

PERCEPTION SURVEY PROTOCOL

Bilang: _____

Petsa: _____ Oras Nagsimula: _____ Oras Natapos: _____
 Pangalan ng Nagtanong: _____
 Lugar ng Interbyu (Brgy/Purok) _____

DIREKSYON: Lagyan ng tsek ✓ ang kahon o [] sa tabi ng sagot at isulat ang kasagutan sa mga blangkong guhit, kung walang pagpipilian on wala ang sagot sa mga pagpipilian.

Pangalan ng iniinterbyu/tinatanong: _____

Tirahan: _____

A. KATANUNGAN TUNGKOL SA SARILI:

1. **Kasarian (NO NEED TO ASK):** [] Lalake [] Babae
2. **Edad:** [] 15-29 [] 25-29 [] 35-39 [] 45-49 [] 55-59 [] 65pataas
 [] 20-24 [] 30-34 [] 40-44 [] 50-54 [] 60-64
3. **Kayo ba ay may-asawa?** [] May asawa [] Walang asawa [] Balo [] Others _____
4. **Ano ang inyong relihiyon?**
 [] Katoliko [] Born Again [] Jehova's Witness [] Islam/Muslim
 [] Iglesia ni Cristo [] Aglipayan [] Protestante [] _____
 Others: _____
5. **Ano ang pinakamataas na gradong naabot n'yo sa paaralan?**
 [] Elementarya [] College [] Others _____
 [] Tapos ng Elementarya [] Tapos ng College
 [] High School [] Vocational
 [] Tapos ng High School [] Wala / hindi nakapag-aral
6. **Kayo ba'y may trabaho/hanapbuhay?** [] Mayroon [] Wala
 - 6.1. Kung mayroon, ano ang inyong trabaho/hanapbuhay?
 [] Magsasaka Kung Oo, [] May sariling sakahan [] Nakikisaka [] Suwelduhan
 [] Mangingisda Kung Oo, [] May sariling Bangka/katig [] Suwelduhan
 [] Empleyado ng gobyerno opisina (hal. Brgy. Official, teacher, health worker, iba pa.)
 [] Empleyado ng pribadong pisina (hal. Clerk, mensahero, janitor, sekretarya, iba pa.)
 [] Negosyante/pangangalakal 9hal. Sari-sari store, nagtitinda, may-ari ng shop, iba pa.)
 [] Manggagawa (hal. Construction, manufacturing – factory worker, iba pa)
 [] Serbisyo (hal. Nanahi sa bahay, paglalaba, driver, iba pa)
 [] Others _____
 - 6.2. **Magkano ang inyong buwanang sahod/kita (ESTIMATE):**
 [] Wala pang P1,000 [] P5,001-10,000 [] P15,001-20,000
 [] P1,000-5,000 [] P10,001-15,000 [] Higit sa P20,000
7. **Ipinanganak ba kayo ditto sa barangay na ito?** [] Oo [] Hindi
 - 7.1 Kung Hindi, ilang taon sa kayong naninirahan sa barangay na ito?
 [] 1-2 [] 3-4 [] 5-6 [] 7-8 [] 9-10 [] Higit sa 10
8. **Sa kasalukuyan, kasapi/miyembro ba kayo ng organisasyon sa inyong barangay?** [] Oo [] Hindi
- 8.1. Kung Oo, ilan ang organisasyong ito? _____

8.2. Kung Oo, aktibo ba kayo dito sa organisasyong ito? ☐ Oo ☐ Hindi

B. KATANUNGAN TUNGKOL SA KASAMBAHAY (Household):

1. Ilan ang inyong mga kasambahay?

☐ 1-2 ☐ 3-4 ☐ 5-6 ☐ 7-8 ☐ 9-10 ☐ Higit sa 10

2. Kapamilya ba ninyo ang lahat ng inyong kasambahay? ☐ Oo ☐ Hindi

2.1. Kung hindi, ilan ang hindi kapamilya? _____

3. Meron ba kayong kasambahay/kapamilya na nagbibigay ng tulong pinansyal para sa buong kabahayan n'yo? ☐ Meron, kung meron, ilan sila? _____ ☐ Wala

C. KATANUNGAN SA BAHAY:

1. Kayo ba ang nagmamay-ari ng inyong bahay? ☐ Oo ☐ Hindi

1.1. Kung hindi, sino ang nagmamay-ari nito (GET NAME)? _____

2. Kayo ba ang gumastos sa pagpapatayo ng inyong bahay? ☐ Oo ☐ Hindi

3. Gawa sa anu-anong materyales ang inyong bahay?

Bubong

☐ Kahoy

☐ Cemento

☐ Nipa/cogon

☐ Kawayan

☐ Yero/GI sheets

☐ Others _____

Katawan ng bahay

☐ Kahoy

☐ Cemento

☐ Nipa/cogon

☐ Kawayan

☐ Yero/GI sheets

☐ Others _____

D. KATANUNGANTUNGKOL SA KAPALIGIRAN:

1. Sa nakalipas na 5 taon, may napansin ba kayong pagbabago sa infrastruktura ditto sa inyong barangay tulad ng mga lansangan at tulay? ☐ Mayroon ☐ Wala

1.1. Kung mayroon, anu-ano ang mga ito?

2. Sa inyong palagay anu-ano ang mga ito?

3. Kuntento ba kayo sa mga pagbabagong ito? ☐ Oo ☐ Hindi ☐ Hindi ko alam

3.1. Maging Oo o Hindi man ang inyong sagot, bakit ninyo nasabi ito?

E. KATANUNGAN TUNGKOL SA PROYEKTO:

1. Alam ba ninyo na may plano ang DPWH na magkaproyekto ditto sa inyong lugar?

[] Oo [] Hindi

2. Kung Oo, paano ninyo nalaman ito (CHECK AS MANY RESPONSES GIVEN)?

- [] Government/Barangay officials
 [] Balita ng kamag-anak/kaibigan/kapitbahay
 [] Opisyal/tauhan ng DPWH
 [] Radyo/TV/pahayagan
 [] Sa mga barangay meetings/konsultasyon
 [] Surveys at iba pang pag-aaral/resorts,
 [] Others _____

3. Sa inyong palagay, anu-ano ang magiging epekto o maidudulot ng proyektong ito sa inyong lugar (PROBE TO GET AS MANY RESPONSES AS POSSIBLE)?

Positibo:

[] Pagkakaroon ng trabaho o ibang mapagkakakitaan (tulad ng ano? _____)

- [] Uunlad at magprogreso ang barangay/bayan
 [] Uunlad ang mga negosyo ng mga nagtitinda sa tabi ng daan
 [] Mas medaling puntahan ang barangay/bayan
 [] Gaganda ang kapaligiran, hal., din a maputikan
 [] Di na mabilis masira ang mga sasakyang pribado at pampubliko
 [] Pagbaba ng bilang ng mga naaksidente sa daan
 [] Hindi ko alam

[] Others _____

Negatibo:

- [] Pagkawala o pagliit ng bahay at lupa
 [] Polusyon ng hangin
 [] Polusyon ng tubig
 [] Pagkawala o pagdumi ng inuming tubig
 [] Hihina o masisira ang mga pananim, puno at halaman
 [] Pagdami ng tao/bahay o pagsikip ng lugar
 [] Pagkawala ng trabaho o kabuhayan
 [] Pagkasira o pagdumi ng kapaligiran
 [] Hindi ko alam

[] Others _____

4. Kung may negatibo o di-magandang epekto, sa inyong pananaw paano ito malulutas?

5. Sa inyong palagay, paano makakatulong ang binabalak na proyekto ng DPWH sa inyong komunidad at sa mga residente nito?

6. Pumapayag ba kayo na ituloy ang pinaplanong proyekto ng DPWH sa inyong lugar?

[] Oo [] Hindi [] Hindi ko alam

6.1. Maging Oo o Hindi man ang inyong sagot, bakit ninyo nasabi iyan?

F. KARAGDAGANG KATANUNGAN PARA SA MIYEMBRO NG "INDEGENOUS PEOPLE"

1. Anong katutubong grupo ang inyong kinabibilangan?

2. Gaano na katagal ang inyong katutubong grupo sa lugar na ito?

3. Sa inyong palagay, paano makakatulong sa inyong katutubong grupo ang proyektong binabalak ng DPWH ditto sa inyong lugar?

4. Sa inyong palagay, paano naman makakatulong sa binabalak na DPWH proyekto ang inyong katutubong grupo?

5. Sa tingin ninyo, may makakahandlang bas a pagtanggap ng inyong katutubong grupo sa binabalak na proyekto ng DPWH ditto sa inyong lugar? ☐ Meron ☐ Wala

5.1. Kung Meron, ano ang makakahadlang na ito at paano ito malulutasan?

Maraming Salamat Po Sa Inyong Pagsagot!

PERCEPTION SURVEY PROTOCOL

No.: _____

Date: _____ Starting Time: _____ End: _____

Name of Interviewee: _____

Location (Brgy/Purok) _____

DIRECTION: Check ✓ the appropriate box [] next to the interviewee's response, or write on the blank if the response is not among the choices provided.

Name of resident: _____

Address: _____

A. PERSONAL INFORMATION:1. **Gender (NO NEED TO ASK):** [] Male [] Female
 2. **Age:** [] 15-29 [] 25-29 [] 35-39 [] 45-49 [] 55-59 [] 65up
 [] 20-24 [] 30-34 [] 40-44 [] 50-54 [] 60-64
3. **Are you married** ? [] Married [] Single [] Widowed [] Others _____4. **What is your religion?**
 [] Roman Catholic [] Born Again [] Jehova's Witness [] Islam
 [] Iglesia ni Cristo [] Aglipayan [] Protestante []
 Others: _____
5. **What is your highest educational attainment?**
 [] Elementary level [] College level [] Others _____
 [] Elementary graduate [] College graduate
 [] High School level [] Vocational
 [] High School graduate [] None/No formal education
6. **Are you employed?** [] Yes [] No6.1. **If yes, what is your occupation?**
 [] Farming If yes, [] Own a farm [] Tenant farmer [] Farm laborer
 [] Fishing if yes, [] Own a boat [] Fishery laborer
 [] Government employee (e.g., barangay official, teacher, health worker, etc.)
 [] Private employee (e.g. manager, clerk, messenger, secretary, etc.)
 [] Business owner (e.g. sari-sari store, vendor, shop owner, etc.)
 [] Laborer (e.g. construction, factory worker, etc.)
 [] Service employee (e.g. tailor, laundry, driver, etc.)
 [] Others _____
6.2. **How much do you earn per month (ESTIMATE ONLY):**
 [] Less than P1,000 [] P5,001-10,000 [] P15,001-20,000
 [] P1,000-5,000 [] P10,001-15,000 [] More than P20,000
7. **Were you born in this baranggay?** [] Yes [] No7.1. **If No, for how many years have you been residing in this baranggay?**

[] 1-2 [] 3-4 [] 5-6 [] 7-8 [] 9-10 [] More than 10

8 **Are you currently a member of an organization in this baranggay?** [] Yes [] No8.1. **If yes, how many organizations?** _____8.3. **If yes, are you actively involved in any of these organizations?** [] Yes [] No

A> INFORMATION REGARDING THE HOUSEHOLD:**1. How many people live in this house?**

☐ 1-2 ☐ 3-4 ☐ 5-6 ☐ 7-8 ☐ 9-10 ☐ More than 10

2 Are they all your relatives? ☐ Yes ☐ No**2.1 If No, how many are NOT your relatives? _____****3 Are there other members of your household who provide financial support? ☐ Yes ☐ No****3.1. If yes, how many members? _____****C KATANUNGAN SA BAHAY:****1. Do you own this house?? ☐ Yes ☐ No****1.1. If Not, who owns this house (GET NAME)? _____****2. Did you pay for the construction of this house yourself? ☐ Yes ☐ No****3. What types of materials were used in building this house?**Roof

☐ Wood
☐ Cemento
☐ Nipa/cogon
☐ Bamboo
☐ GI sheets
☐ Others _____

Structure

☐ Wood
☐ Concrete
☐ Nipa/cogon
☐ Bamboo
☐ GI sheets
☐ Others _____

D INFRASTRUCTURE:**1. In the last 5 years, have you noticed any improvements in the infrastructure in your baranggay, such as roads and bridges? ☐ Yes ☐ No****1.1. If yes, what kind of improvements?**

2. In your opinion, what are the reasons for these improvements?

3. Are you satisfied with these improvements? ☐ Yes ☐ No ☐ I don't know**3.1. Why do you say so?**

E. INFORMATION ABOUT THE PROJECT:

1. Are you aware of the proposed DPWH project in your area?

☐ Yes ☐ No

2. If Yes, how did you hear of the projects (CHECK AS MANY RESPONSES GIVEN)?

- ☐ Government/Barangay officials
☐ Neighbors/Relatives
☐ DPWH Officials
☐ Radio/TV/Newspapers
☐ Barangay meetings/consultation
☐ Surveys/research
☐ Others _____

3. In your opinion, what are the possible effects of the project (PROBE TO GET AS MANY RESPONSES AS POSSIBLE)?

Positive:

- ☐ Creation of jobs and livelihood opportunities (such as? _____)
☐ Progress in the barangay/municipality
☐ Opportunities for local vendors and businesses
☐ Better access to/from barangay/municipality
☐ Cleaner surroundings
☐ Lower expenses for vehicle maintenance
☐ Fewer road accidents
☐ I don't know
☐ _____] Others

Negative:

- ☐ Loss of property
☐ Air pollution
☐ Water pollution
☐ Loss or contamination of drinking water
☐ Loss of plants, natural habitats
☐ Increase in congestion
☐ Loss of jobs or livelihood
☐ Damager or pollution of the environment
☐ I don't know
☐ _____] Others

4. In your opinion, how should the negative effects be addressed?

5. In your opinion, how can be the DPWH project help the community and its residents?

6. Are you in favor of the proposed DPWH project?

☐ Yes ☐ No ☐ I don't know

6.1. Why do you say so?

F. INDIGENOUS PEOPLE

1. To what indigenous group do you belong?

2. How long has your group been in this location?

3. In your opinion, how can the proposed DPWH project help your indigenous group?

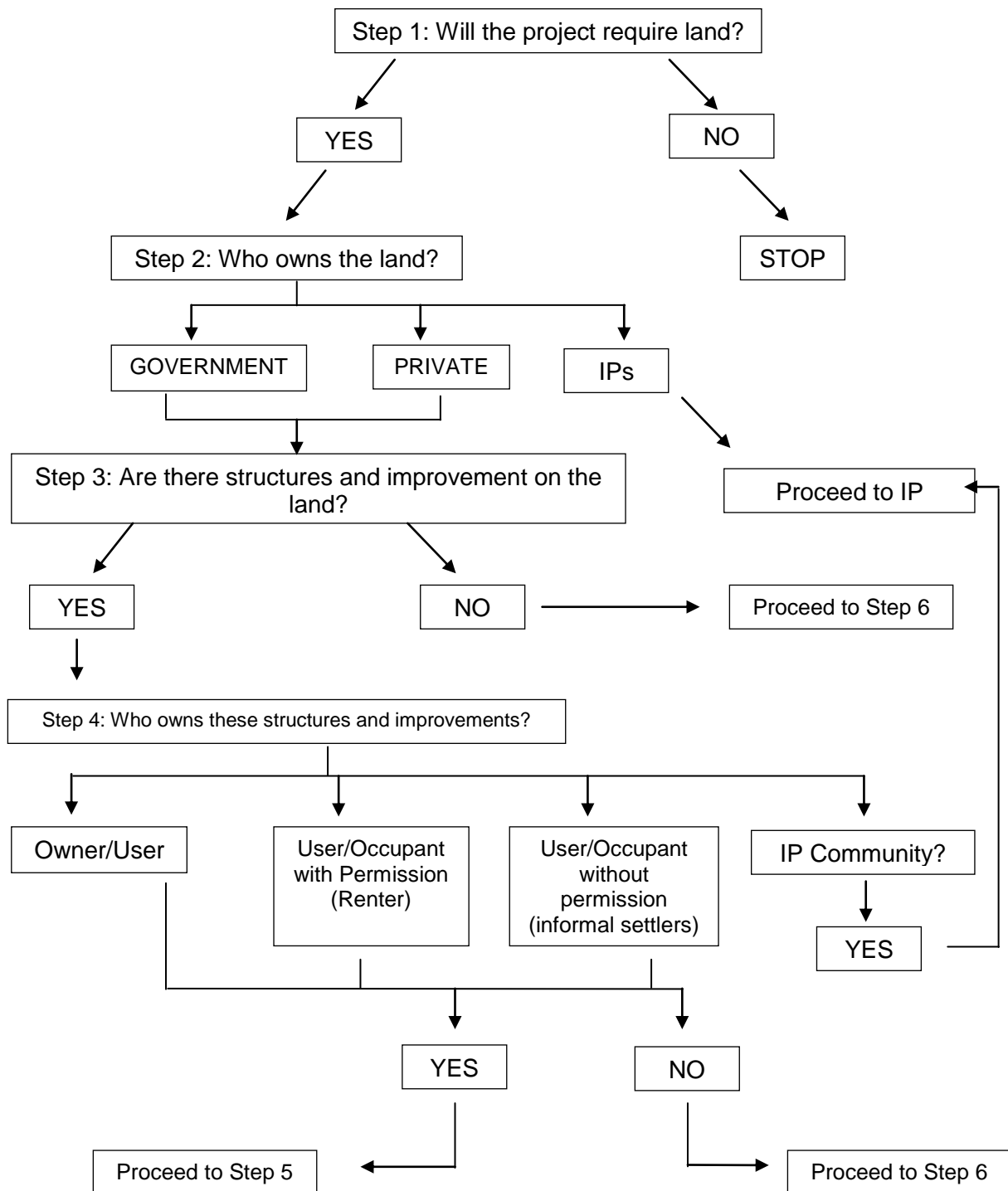
4. In your opinion, how can your indigenous group help the proposed DPWH project?

5. In your opinion, are there problems in the acceptance or approval group of the proposed project by youy community? ☐ Yes ☐ No

5.1 If yes, what are these problems and how can they be addressed?

Thank You!

Annex 27: Simplified Land Acquisition and Resettlement Procedures



Step 5: What are the uses of these structures and improvements? (There can be several)

- i. Agriculture and Aquaculture;
- ii. Residential;
- iii. Office;
- iv. Commercial
- v. Industrial;
- vi. Public;
- vii. Community;
- viii. Recreational/Cultural;
- ix. Utilities

Step 6: What is the extent of asset (land, structures and improvements) taking?

- i. Severe and permanent;
- ii. severe and temporary;
- iii. minor and permanent;
- iv. minor and temporary;
- v. restrictions of access and uses

Step 7: How many are affected in each of the above category?

Step 8: What are the types of livelihoods or incomes which will be affected and the number of people affected? (Check all that applies)

- (i) wage or salary based;
- (ii)** enterprise-based;
- (iii)** rental of assets

LARR Procedures

Land is necessary for (i) the infrastructure to be designed under NRIMP 2; (ii) resettlement site for those to be physically or economically displaced as a result of the infrastructure in (i); (iii) the construction limit, temporary facility to host the displaced, detour roads and the like.

The impact of the first two (i) and (ii) are permanent while the third (iii) is temporary. The following procedure will be followed.

When land is required, the design consultant with the LGU will prepare a Resettlement Plan. (The outline of the Resettlement Plan is found in Appendix 1). The design consultant and the LGU will undertake the following activities:

- 1. Consultation and Establishment of Grievance Mechanism.** Undertake consultation to inform the people on the presence, purposes, and activities that the design team will do. The procedures for the conduct of the different activities will also be disclosed as well as the roles of the different parties and the nature of participation of the affected community. The design consultants and LGU will follow a code of conduct for their work. At this first consultation, the LGU and the design consultant will establish a grievance mechanism to hold LGU personnel and the design consultants accountable to this code of conduct.
- 2. Land Investigation:** Identify all interests on the land, including but not limited to ownership of the land, rental arrangements, tenancy, stewardship, homestead, free patents, management arrangements, rights by marriage or co-habitation, rights by succession, mortgages etc. For agricultural lands, determine if land is subject to agrarian reform. The land investigation ought to ascertain if the land.

3. **Inventory of Improvements and Uses.** Identify all structures and improvements on the land and all its current uses.
4. **Census:** Conduct a census to identify the socio-economic situation of those with interest to the land and those using or occupying the land, be they with formal permission of the owner, employed by the owner, or those occupying or using the land without permission of the owner or informal settlers. Specific attention must be paid to vulnerable groups. Vulnerable groups include but are not limited to the poor, seasonal or landless agricultural workers, widows, elderly with dependents, female headed households, differently-abled persons, and indigenous peoples; (Information to be obtained from the census is enumerated in Appendix 1). The end of the census will be the cut-off date for eligible persons and improvements.
5. **Geodetic Survey:** With the owner's permission, conduct a physical or geodetic survey to determine boundaries and the extent of land taking per parcel or lot.
6. **Inventory of Asset Losses:** Conduct an inventory of losses on the affected land to determine the extent of permanent asset and/or income losses from the use of the land. Income losses cover not only losses of the owner, but also tenants, employees, and in agricultural land, seasonal farm workers. Income losses can be permanent or temporary.
7. **Inventory of Income Losses.** Conduct an inventory of income losses, identifying the sources of income lost and magnitude of losses. The sources of income can be: (i) wage based; (ii) rental of assets; (iii) enterprise based.
8. **Impact Assessment.** Activities 6 and 7 should result in an robust assessment of impacts of land acquisition. Depending on the extent of land acquisition, viability of the residual, and the necessity for physical displacement and relocation, the assessment of land acquisition can be severe or minor, temporary or permanent.
9. **Identification and Assessment Resettlement Sites:** If physical displacement is unavoidable, the consultant will identify potential resettlement sites and, with the environmental experts of the design team, assess the safety of the site as well as its environmental impacts. The resettlement experts on the team will conduct land investigation on the potential resettlement sites. Together, the resettlement and environmental experts will rank the different choices according to an agreed upon criteria.
10. **Independent Valuation and Budgeting.** The consultant will appraise and value these asset and income losses as well as all taxes and transaction costs, acquisition and development of a resettlement site, transfer costs, and other forms of transitional assistance, including administrative and operational costs plus contingency. Incorporate all of these in a budget. (Valuation methods are discussed in Appendix 3).
11. **Procedure for Good Faith Negotiations.** The consultant will craft a procedure for good faith negotiations between the project implementer, the LGUs, and the affected landowners and the users of the land. The consultant will also identify other consultations which be conducted during implementation of the RP.
12. **Implementation Arrangements and Schedule for Implementation.** The consultant will craft implementation arrangements and timeline or schedule for implementation.

Review, Approval, and Implementation Procedures

1. **Review and Clearance** of the RP The design consultant will submit the RP to the DPWH, the LGU, and the World Bank who will conduct simultaneous, if not joint review of the RP. If everything is in order, the World Bank issues an NOL to the RP. The consultant will revise the RP according to the comments of the DPWH and the LGU.
2. **Disclosure of the RP.** Upon receipt of the NOL, the LGU will disclose the RP on site and electronically on its website. The DPWH will disclose it electronically on the website. The World Bank will disclose the RP in their own websites.
3. **Inclusion of the RP budget in the Budget Ordinance.** Inclusion of the RP budget in the budget ordinance. The disclosure will trigger the inclusion of the resettlement budget in the budget ordinance of the LGU.
4. **Passage of Ordinance and Start of Negotiations.** The passage of the budget ordinance will trigger the start of negotiations with the landowners. The LGU will conduct information disclosure and consultation on the start of negotiations and resettlement implementation.
5. **Execution of Conditional Deed of Sale, Quit Claim, and Pledge of Undertaking.** When agreement is reached between the LGU and private landowner, the parties will execute a conditional deed of sale where the LGU will pay 100% of the agreed price including all taxes, transaction costs and all the entitlements due to the landowners.
6. **Execution of Quit Claim and Pledge of Undertaking.** The LGU will also pay compensation to the other affected persons identified in the RP, undertake resettlement (development, transfer, and implementation of transitional measures) (if applicable), and implement the relevant livelihood and other measures according to the RP. For renters and informal settlers, employees, after payment of compensation, they will sign a Quit Claim and Pledge of Undertaking.
7. **Submission of Documents for Financing Approval** by LBP and DBP. Along with the application for financing, the LGU will submit the following documents to the LBP or DBP: Bank's NOL, proof of notices for negotiations and minutes, conditional deeds of sale, quit claims and pledge of undertaking, proof of payments to landowners and other affected persons, and progress report on resettlement implementation or documents to be submitted to the DPB and LBP for approval of financing. If the LGU is borrowing for land acquisition, some of these documents will not be required to be submitted with the financing application.
8. **Certification of Satisfactory Implementation of the RP.** Completion of resettlement implementation is a condition for disbursement of loan proceeds. The LGU will submit proof of payments and other relevant documentation. The PMU in LBP and DBP will monitor and certify the satisfactory implementation for Bank concurrence.
9. **Issuance of Bank NOL.** The Bank NOL is one among the conditions for the disbursement of loan proceeds or effectiveness and for NTP to be issued for civil works to proceed.

Annex 28: Socioeconomic Survey and Inventory Form

Annex 29: Criteria for Review of Social Aspects

Criteria		Means of Verification
1	Consultation and participation of adversely affected persons or, in the case of IPs, if they are present in the subproject area	<ul style="list-style-type: none"> - Minutes of Public Consultations - Expression of Support of stakeholders, particularly those adversely affected - Survey Report on Acceptability / Willingness - Free & Prior Informed Consultation, for DPs that are IPs
2	Compensation & assistance to be provided according to the provisions in SEMS Policy Framework	<ul style="list-style-type: none"> - Compensation Table - Rehabilitation Program/s - Resettlement Implementation Schedule, in relation to overall Subproject Implementation
3	Resettlement site of adversely affected persons (if any) with conditions equal to, or better than, those in existing sites	<ul style="list-style-type: none"> - Resettlement Site Development Plan & Vicinity Map - Description of available / accessible basic infrastructure and services in resettlement sites - Visit to resettlement site/s
4	Implementation of RAP in relation to overall Subproject Implementation Schedule	<ul style="list-style-type: none"> - Comprehensive Resettlement Implementation Schedule within the overall Subproject implementation schedule
5	If applicable, due diligence on donations of affected lands for subproject implementation	<ul style="list-style-type: none"> - Documentation of meetings held regarding land donation/s – need to assess agreement to donate, i.e., was there informed consent and power of choice? Also, need to ensure that there is a legal transfer of the asset (signing, registration, taxes/fees paid, etc). Or, if land already donated, documentation of donation/s (note the total land area from which portion needed by subproject is taken) and assess whether donation is legally valid (e.g. identify right being transferred, no lien on asset, occupants in affected portion, wife consent to transfer, agreement to transfer, legal transfer of title and registration, costs of transfer). - Assessment report on the donor's economic viability and economic sustainability of transferred asset (resources to maintain and support asset)
6	Management of cultural properties within, or in close proximity to, the subproject area	<ul style="list-style-type: none"> - Report on presence/absence of a cultural property - Brief reconnaissance report by competent authority to determine what is known of the cultural property aspects of the subproject site.
7	Provision for M&E	<ul style="list-style-type: none"> - Resettlement Action Plan - Resettlement Plan Cost Estimates

Annex 30: Checklist of Project-Affected Persons and Assets

Social Impact	Yes	No	Specify Details
a) Land acquisition necessary			Size & use of land
b) HHs / Persons will be displaced			Total no. of HHs /persons
c) Presence of informal settlers			Total no. of informal HHs / settlers
d) Legal structures acquired / damaged			No., size & built of structures
e) Informal structures being removed			No., size & built of structures
f) People losing means of livelihood			Total no. of HHs /persons
g) Basic services will be inaccessible			Type/s of basic services
h) Crops / trees being damaged / lost			No. & type of crops / trees
if) Tenants / Lessees losing crops / trees			No. of tenant HHs losing how many, what type of crops / trees
j) Informal settlers losing crops / trees			No. of informal HHs losing how many, what type of crops / trees
k) Indigenous peoples to be displaced			Total no. of indigenous HHs /persons
l) Cultural property affected			No., size and type of cultural property

Annex 31: Indicators for Gender

INDICATORS FOR GENDER

(i) Target beneficiaries

- Beneficiaries are gender-disaggregated.
- No. of men and women interviewed in the proposed project area.
- Socioeconomic profile specified the particular needs of women and girl children
- Data collected included women's role in the home and community

(ii) Participation

- No. of men and women who participated in the decision making during consultation
- Needs of women and girls were considered in the project design
- No. of men and women that will benefit from the project positively (negatively)
- Any legal, cultural, or religious constraints to the potential participation of women or girls in the project.
- Cultural, social, religious, and other constraints on the potential participation of women;
- No. of women's organization consulted regarding the project

Project Benefits

- No. of men and women are equally benefitting the project
- No. of men and women who were considered for employment short term or casual
- No. of men or women who were employed on long term basis.
- Sex-disaggregated data collected to monitor gender impact?
- Project design mechanism that supports the needs of women.

Institutional support

- Implementing agency have the capacity to deliver services to women and/or girls?
- Implementing agency have female field staff, e.g., female extension workers?
- Implementing agency have budget to strengthen counterpart gender analysis, gender planning, and implementation capacity;

HIV/STDS

No. of men and women who were participated in awareness campaign on HIVs/STD

No. of men and women trained

No. of men and women utilized as trainors in awareness creation

Women participated in monitoring

Annex 32: Guidelines for the Establishment of the EIA Review Fund

Filing Fees cover only the basic costs of processing a Proponent's application, i.e., the cost to EMB or the Regional Office of the procedural review. Substantive review of the application, however, entails substantial resources that cannot be provided by the EMB or Regional Office regular budget.

The lack of the needed resources for the review of EIS documents oftentimes causes the delay in the review process. The Proponent and the DENR must cooperate to speed up the review process. The Proponent shoulders the costs attendant to the review of a project's IEE or EIS. The amount that will cover such cost is required to be deposited with a fund manager, who will disburse the necessary amounts based on mechanics to be agreed upon among the fund manager, the EMB or EMB Regional Office and the Proponent. Such system is designed to ensure transparency in disbursement of funds and dispel suspicions of bribery and exertion of undue influence on the reviewers.

Work and Financial Plan

The EMB CO or DENR-EMB RO drafts a Review Work and Financial Plan (RWFP) for concurrence by the Proponent. The RWFP shall indicate the timetable and the corresponding budget and logistical requirement to attain the projected review completion date. The establishment of the fund is not a guarantee that an ECC will be granted, but rather the assurance of completion of the review within the mutually agreed upon RWFP.

The Fund Manager

The review funds shall be held by the fund manager as trustee; the ownership of said amount remains with the Proponent, and will not at any point be acquired by the government or by the fund manager. It is understood, however, that the fund manager shall be entitled to a reasonable management fee. The fund manager must be duly empowered to act as such, must have a reputation for professionalism and trustworthiness, and must have adequate experience in the field of fund management. To ensure transparency, the selection of the fund manager followed government guidelines on procurement of services. A MOA shall be executed between the selected fund manager and the Proponent establishing the review fund. The fund manager shall receive the payment and handle the funds in accordance with applicable accounting and auditing practices and shall return to the Proponent the unexpended balance of the fund within sixty (60) days after the Proponent's receipt of the ECC or Denial Letter.

Cost Components of the EIS Review Support Fund

Expenses attendant to the review process include, but are not limited to, the following items:

1) Honoraria of EIA Review Committee Members and Resource Persons

- a) The amount of honoraria to be paid to the EIARC members and Resource Persons should be commensurate to their status as professionals and the time they will provide for the review. It should reasonably approximate the opportunity cost to said members, i.e., how much they will lose from their means of livelihood as a result of the performance of their duties as review committee members.
- b) DENR personnel are prohibited from being appointed as EIARC members. Should their expertise be required to facilitate EIA Report Review, these persons may be appointed as Resource Persons and may be paid the corresponding honoraria subject to pertinent government rules and regulations.
- c) The allowable rates for honoraria are as follows:
 - ✓ For EIARC members – PhP 2,500 to 4,000 per meeting. The EIARC Chair may receive additional honoraria.
 - ✓ For Resource Persons – PhP 1,000 to 2,000 per meeting

2) Site visit expenses of EIARC members, resource persons and DENR staff

- a) Only members of the Review Team (composed of the EIARC, Resource Persons and key DENR-EMB staff of at most two (2) personnel per trip) are entitled to have their site visit expenses be shouldered by the Proponent through the EIA Review Fund. These expenses include round trip transport cost using the most economical and practical route, and reasonable per diem to cover food and accommodation, depending on site location and the attendant cost of living, for a maximum of three (3) days per trip inclusive of travel time, unless circumstances warrant otherwise. Under no conditions should such per diems or travel/transportation allowances exceed double (or twice) prescribed government rate for such travel(s) or the Proponent's/Preparer's standard/existing rates for such purposes as may be agreed upon during the finalization of the Review Work and Financial Plan. The per diem of EIARC members and/or resource persons is over and above the honorarium to which they are entitled.
- b) If per diem is provided, the Proponent is prohibited from providing hotel/lodging accommodation and/or meals to EIARC members, Resource Persons, DENR officers and personnel, and other members of the team during field visits, site inspection, public hearing and other such activities. Such prohibition is waived in cases where the site visited does not have facilities/amenities for such purposes.

3) Logistical support

These expenses include the cost of food per meeting, supplies and materials for preparation of individual and EIARC reports, documentation costs, reproduction costs, transportation costs of EIARC members to and from their meetings, and cost of communicating with EIARC members.

4) Public Consultations/Public Hearing

In addition to the travel costs and per diems, the Proponent should shoulder expenses for the preparation of materials for the public consultation/hearing, cost of venue and food of participants.

5) Basic management and administrative costs

In consideration for services rendered by the fund manager, a reasonable amount may be charged as management fee. Furthermore, to insure that DENR can provide adequate secretariat support services, a separate administrative cost may be assessed as per the agreed Review Work and Financial Plan.

Annex 33: Sample Program for EIARC Meetings with Supplementing Guidelines on Substantive Review and Review Team's Roles, Responsibilities and Authorities

A. Program/Sequence of Activities for an EIARC/ Technical Committee Meeting

TIME (approximate)	ACTIVITY	LEAD PERSON	EXPECTED OUTPUT/OUTCOME
5 minutes	Background and Introduction	EMB Casehandler	Background on project application is given; Review Team is introduced
10 minutes	Review Guidelines/Roles of EIARC, Resource Person, EMB & Guidelines of Appraisal by EMB of EIARC Performance	EMB Casehandler	For info of EIARC and Resource Person
10 minutes	Review Process specific to the Project	EIARC Chair	Clarified sequence of activities, proper decorum during review and process of agreements/arriving at a common recommendation
60 minutes	1 st EIARC Meeting: ¹ Raising of concerns by each EIARC member on the EIA Report /EIARC Deliberations	Led by EIARC Chair	List of clarifications and draft of 1 st AI to Proponent
	2 nd EIARC Meeting : ² Raising of Clarificatory Concerns on First AI OR Sharing of Recommendations for Decision	Led by EIARC Chair	List of Clarifications on the First AI (comprises the 2 nd AI) ; OR List of Recommendations for Decision of EMB
25 minutes	Sharing with Proponent on the EIA findings or recommendations of the Review Team	EIARC Chair	<u>1st EIARC Meeting:</u> Consolidated set of clarifications and draft of First AI; <u>2nd/3rd EIARC Meeting:</u> Consolidated list of Clarifications on the First AI or Consolidated Recommendations for Decision
10 minutes	Wrap up between Review Team and Proponent	EIARC Chair	Final list of AI or Final list of Recommendations for EMB Decision after meeting with Proponent
		EMB Casehandler	Guidance & Next Actions
TOTAL: approx. 2 hours			

¹ **An advance draft list of AI shall be provided the Proponent after the 1st EIARC Meeting. However, for projects required a Public Hearing/Consultation, the official 1st AI shall be comprised of the 1st EIARC set of AI and any public hearing/consultation issues judged by the EIARC as meriting a response from the Proponent. The integrated AI shall be transmitted by the EMB to the Proponent after the Public Hearing/ Consultation. The Proponent shall be given the prescribed number of working days (wd), reckoned after the receipt of the EMB AI Letter after the Public Hearing/ Consultation, to submit its response, depending on the type of EIA Report being reviewed (Refer to Figures 2-1 and 2-2 of the Revised Procedural Manual: 20 wd for PEIS, 15 wd for EIS, PEPRMP and EIS-based-EPRMP, 5 wd for IEE-based-EPRMP, IEER and IEEC).**

² **EIARC must attempt to complete review by the 2nd EIARC Meeting. Only when there are further clarifications on the First & Second AI and/or the EIARC has not reached a final recommendation to EMB will a 3rd EIARC Meeting be necessary to call.**

B. Review Criteria

- 1) The review of the EIS by EMB shall be guided by three general criteria:
 - a) that environmental considerations are integrated into the overall project planning,
 - b) that the assessment is technically sound and proposed environmental mitigation measures are deemed effective, and
 - c) that the EIS System procedures as required in this Revised Procedural Manual have been satisfactorily complied with, particularly the requirement that the EIA process is based on a timely, well informed and sectorally-well represented public participation.

C. Review Objectives

- 2) The review of the EIA report aims to achieve the following key objectives:

- a) To ensure that the nature, quality and quantity of data, impact assessment and management measures presented in the EIA Report are those that will be most useful and critical in the integration of environmental and social concerns during the preparation and finalization of the Proponent's Feasibility Study and downstream activities of the project such as detailed engineering design, construction, operation and abandonment.
- b) To advise and inform the decision-making of other units, bureaus, offices and regulatory government agencies on the critical environmental and social concerns of a development proposal which are recommended to be considered in the respective government documents (e.g. permits, certificates, licenses, clearances, endorsements, resolutions), conduct of studies, agreements involving the project or other forms of approval under the mandate of such entities;
- c) To provide guidance for validation of projected environmentally and socially significant impacts and for assessment of effectiveness of measures throughout the project cycle for the purpose of continuing improvement of environmental performance as part of promotion of good business practice.

D. Determination of Need for Site Inspections and Public Hearings/ Consultations

- 3) **Field Visits or Site Inspections:** In order to minimize the number of EIARC meetings, field work including public hearing, public consultations, site inspections or ocular visits may be scheduled during the first EIARC meeting. A visit to the project site may be conducted by the EIARC only under the following conditions:
 - a) when a particular concern or issue critical to the decision of issuance or non-issuance of ECC can only be validated with a field visit/inspection; or
 - b) when there is a need for a Public Consultation or Public Hearing.
- 4) **Public Hearing:** A Public Hearing is automatically required of all PEIS-based projects and is not subject to any request for waiver. However, for EIS-based projects, a Public Consultation shall be the default requirement, except for projects entirely located offshore in national waters outside of any LGU jurisdiction and without any residing communities within the Direct Impact Area (See Annex 2-2 for determination of DIA). The EIS-based project shall be required a Public Hearing in lieu of a Public Consultation only if any of the following situations exists:
 - a) there is mounting or strong public opposition against the proposed project;
 - b) there is a written request to EMB (with *valid* grounds/basis) for the conduct of such Public Hearing from any of the legitimate stakeholders.

E. ERA Review Procedures

- 3) As a general rule, the ERA shall be reviewed independently of the EIS. In the case of risk screening and hazard analysis, DENR-EMB shall invite a *risk assessment specialist* to evaluate and/or validate the study as a resource person. The evaluation and/or validation may be conducted independently of the EIS review process.
- 4) In the case of QRA, DENR-EMB shall convene a separate ERA Review Committee (ERARC) to evaluate and/or validate the study. The ERARC, consisting of at least three (3) members, shall be composed of *risk assessment specialists*.

F. Best Review Practices

- 5) Recommendations shall not be "trivialized" but allow flexibility to the Proponent in siting, and design of project facilities within the limits of its ECC application.

Example of Trivialization of Recommendation: *Some EIARC/EMB reviewers require very specific dimensions for some project facilities or billboards for ECC disclosure (so many meters L by so many meters wide) ; or others require very specific plant species for fencing, such as bougainvillea. Instead, EIARC can provide guidance to the permitting entity on criticality of the potentially-affected environment to be considered in the facility design.*

- 6) The EIARC shall adopt consensus building and other appropriate administrative procedures in resolving issues within the review timeframe. Voting may be held as a means to sense the position of majority of the EIARC. Policy and legal issues are referred to the EMB for resolution. Resource Persons may be invited to clarify technical concerns. If at the end of the deliberation process, the issues are still unresolved, the EIARC Chair reflects both opposing position/s in its EIARC Report, subject to final evaluation by EMB.
- 7) EMB Case Handlers shall be encouraged to undertake a more extensive procedural screening, based on a transparent listing of parameters to be specifically indicated in the Procedural Screening Checklist.
- 8) The current practice of availing of in-house EMB substantive reviewers shall be continued and further encouraged among various divisions of EMB. EMB may commission independent experts' review for EIA modules or projects it does not have expertise on.
- 9) The EIARC shall minimize inclusion in its recommendations the requirements of various environmental laws unless the project by its nature and location will require special mitigating measures that have to be highlighted as an ECC condition.
- 10) The EIARC shall take the EIARC Report as a confidential matter and not utilize the information or data for any academe, commercial or professional research, unless prior clearance is issued by the EMB.

G. Delineated Roles and Responsibilities of the Review Team members

- 11) The Review Team is composed of the EMB Case Handler, EIA Review Committee (EIARC) and/or Resource Person/s. For Non-ECPs, the reviewer may be singly the EMB Casehandler or a composite team of EMB/DENR personnel, called the Technical Team, who has expertise and administrative jurisdiction over the proposed project. The RT is multi-disciplinary and multi-sectoral, thus, the need to delineate specific roles and

responsibilities to undertake a harmonious, efficient and effective review of the EIA Report. The delineated roles and responsibilities of the Review Team are presented in Table 1 below.

“... The EMB may commission independent professionals, experts from the academe and representatives from relevant government agencies as members of the EIA Review Committee as may be deemed necessary. Further, continual improvement of the technical capability of the Staff of the EIA Division shall be undertaken” – Section 13.1 of DAO 2003-30

Table 1. Delineated Roles and Responsibilities of a Review Team (Case Handler, EIARC and Resource Persons)

Review Team	Roles and Responsibilities
a) Case Handler	i) EMB staff who coordinates the over-all management of the EIA Report review process for a specific ECC application
	ii) Recommends EIARC members and/or Resource Person, subject to endorsement by the EIA Review Section Chief and approval by the EIAMD Chief
	iii) Coordinates with Project Proponent and EIARC on schedule of meetings, field visits and public hearing and on corresponding details of administrative and logistical requirements
	iv) Undertakes procedural screening of the EIA Report, and makes recommendation to EIA Evaluation Section Chief on acceptability or return of the document within the prescribed timeframe by EMB;
	v) May undertake an internal review of the EIA Report
	vi) May evaluate the EIARC's request for Additional Information for endorsement of EMB to the Proponent, and provide corresponding feedback to the EIARC thru the EIARC Chair, of any requirement outside EMB regulations;
	vii) May evaluate the EIARC's recommendations as either regulatory or recommendatory provisions in the ECC;
	viii) Briefs EIARC members of duties and responsibilities, observance of Code of Practice, timelines of review and reports, expected outputs
	ix) Documents and evaluates review proceedings focused on key issues and highlights, including policy and procedural problems encountered by the review team and recommendations offered by the team for continual improvement of the EIS System
	x) Finalizes integrated AI documents and oversees transmittal of AI and AI Responses to Proponents and EIARC
	xi) Prepares Review Process Report and drafts ECC for review/endorsement by EIA Evaluation Section Chief or EIAMD Chief

b. EIA Review Committee	EIARC Chair	i) Takes over-all lead in the EIARC's review;
		ii) Presides EIARC meetings;
		iii) Reads through the entire EIA Report for wholistic guidance to the EIARC members on issues to be focused on
		iv) Aligns individual EIARC member's review with the guidance provided in the Manual of EIA Review and the DAO 2003-30 Procedural Manual;
		v) Consolidates individual EIARC members' recommendations and other concerns into an integrated AI request and transmits to the Case Handler;
		vi) Refers specific EIARC comments to other experts in the team whose modular review may be affected by such comments or recommendations;
		vii) Can endorse request for Resource Person/s by other EIARC members or by the Preparer/Proponent to address concerns which need further clarification or other pending issues which could not be settled by the EIARC
		viii) Prepares and submits to the Case Handler the EIARC Report within the prescribed timeframe by EMB;
		ix) Raises and summarizes policy and procedural problems encountered by the review team and consolidates recommendations for continual improvement of the EIS System
	EIARC Members	i) Undertakes individual reviews of its assigned modular sections in the EIA Report;
		ii) Reads the Executive Summary, Introduction, Project Description and EIA Process Documentation before reviewing assigned modular section/s;
		iii) Suggests need for Resource Person/s based on specific information needed to make a decision on acceptability of the modular report;
		iv) Attends EIARC review meetings, field visits and public hearing;
		v) Coordinates with other EIARC members, Resource Person and/or EIARC Chair on comments/ recommendations affecting other modules;
		vi) Prepares modular review report with comments, recommendations, or Additional Information (AI), if any, together with explanation or justification why such AI is being requested;
		vii) Submits modular review report within timeframe required by EMB;
		viii) Provides assistance to the EIARC Chair for more efficient review of the EIARC as a team

		ix) Raises policy and procedural problems encountered by the review team and recommends solutions for continual improvement of the EIS System
c. Resource Persons	i)	Provides information and expert opinion within the module or subject matter asked of ;
	ii)	When requested by EMB or EIARC, provides other advice and/or recommendations on subject matter of concern
	iii)	May be invited not just during review meetings but also during public consultations/hearings.

H. Level of Authority of the Review Team Members

- 12) The **Case Handler** is directly recommendatory to the EIAMD Evaluation Section Chief, or EIAM Division Chief in the absence of the former, on the procedural acceptability of the EIA Report and on the acceptability of the results and process of the substantive review. Within the Review Team, the Case Handler is the EMB's representative in providing guidance and clarification on EIA policy and procedures. Moreover, the CH does not vote or participate in consensus building on EIARC issues as he/she is supposed to be the receptor, facilitator and evaluator of the issues raised by the EIARC as a whole. The CH has the authority to evaluate and rate the performance of the EIARC, with the assistance of the EIARC Chair, particularly on the issue of late submission of AI Request Forms (Annex 2-24) and EIARC Reports, which has a direct adverse effect of delaying the over-all EIA review process.
- 13) The **EIARC** is directly advisory and recommendatory to the EMB. It is also indirectly advisory to the Proponent, thru the signing by the EIARC Chair of a portion of the ECC where the EIARC recommendations are either at the option of the Proponent to be complied with or at the option of other regulatory agencies to consider in their approval process. The EIARC can require Additional Information (AI) from the Proponent based on the agreed upon scope and limits of the EIA Study. Issues on relevance of an AI shall be justified by the requesting EIARC member, deliberated upon and/or recommended by the EIARC as a whole for EMB's final evaluation. All members have equal voting power in resolving pending issues. However, the Chair has the authority to break any tie on parliamentary issues and procedures within the EIARC. On technical matters, the Chair and all other members of the EIARC defers to the EIARC member who has been commissioned by EMB to address a specific field of expertise on the project being reviewed. All may provide recommendations or raise points for consideration by experts in their own fields.

The EIARC Chair or any member cannot directly provide official AI or other official review documents to the Proponent unless with prior clearance of EMB. The EIARC also needs prior verbal clearance from the EMB to interphase professionally with the Preparer and/or Proponent in providing guidance and clarifications in relation to the review.

- 14) The **Resource Person** is advisory to the review team, a provider of technical and policy information and clarifications, upon request by the EMB or the EIARC. The RP has the option to read the EIA if he/she deems it necessary for a more relevant advice on the referred area of concern. However, the RP cannot require AI from the Proponent. He/She can request clarifications on the EIS from EMB or the EIARC for the purpose of focusing its advice on the project being reviewed. The RP has no voting power within the Review Team.

The RP may directly interphase with the Proponent, particularly the RP's who represent the agency who is mandated to promote the sector of the subject ECC application, e.g. A Resource Person from MGB Environmental or Mine Operations divisions can coordinate with a Proponent for a mining project since the RP represents the agency mandated to promote the mining program and encourage entry of mining investments in the country. The MGB RP, by virtue of its regulatory powers over the mining firm, can directly advise the Proponent on the latter's compliance with the EIA review issues and all other regulatory requirements of the MGB. Same is true with Resource Persons from DOE for energy projects, RPs from DPWH for infrastructure projects, RPs from DOH for medical facilities, RPs from DA/BFAR for agricultural projects and so on.

Annex 34: Proforma EIARC AI Request Form

ADDITIONAL INFORMATION REQUEST FROM EIARC													
FIRST AI	√		SECOND AI										
Project Title		:											
Project Location		:	<table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <tr> <td style="width: 20%; padding: 5px;">Barangay/s</td> <td style="width: 20%; padding: 5px;">Municipality/City</td> <td style="width: 20%; padding: 5px;">Province</td> <td style="width: 40%; padding: 5px;">Region</td> </tr> <tr> <td style="height: 20px;"></td> <td></td> <td></td> <td></td> </tr> </table>			Barangay/s	Municipality/City	Province	Region				
Barangay/s	Municipality/City	Province	Region										
Proponent Name		:											
Date/Time EIA Documents Received		:											
Date & Venue of Meeting		:											

Module of Concern	Additional Information Requested		State PURPOSE & VALUE of info as input to completion of Project Feasibility Study	State how & where info will be integrated in the EIA document	Any special instructions how to secure the information	Remarks
A. Assigned Module: _____	1)					
B. Related Modules: _____	2)					
C. General Comments	3)					

Requested by: _____
 (Signature over printed name)
 EIARC Member

Consolidated by: _____
 (Signature over printed name)
 EIARC Chair

Date submitted to EMB: _____

Date submitted to EMB: _____

Annex 35: Proforma EIARC AI Request Guidelines

GUIDELINES FOR AI REQUESTS

1. The EIARC can require Additional Information (AI) from the Proponent based on the agreed upon scope and limits of the EIA Study, as embodied in the EMB-approved Scoping Checklist. Issues on relevance of an AI shall be explained by the requesting EIARC member (using the form above), deliberated upon and/or recommended by the EIARC as a whole for EMB's final evaluation.
2. Additional information (AI) requirements are intended to provide elaboration or clarification of some aspects of the EIA Study. AI must be rationalized or justified on the basis of its linkage or necessity to the decision of issuance or non-issuance of ECC. Normally, it should not require the conduct of new studies or collection of field data that are outside the agreed upon scope. Should such additional activities be necessary, the EIARC should first obtain the concurrence of the EMB Director or RD, as the case may be.

AI requirements that are not critical to the decision for issuance or non-issuance of ECC are not allowed. DAO 2003-30 (Section 5.2) limits DENR-EMB to a maximum of two (2) requests for additional information, which should ideally be made within the first 75 percent of the allotted time period for substantive review. As a general rule, the EIARC should endeavor to only have one request for additional information.

3. An advance draft list of AI shall be provided the Proponent after the 1st EIARC Meeting. However, for projects required a Public Hearing/Consultation, the official 1st AI shall be comprised of the 1st EIARC set of AI and any public hearing/consultation issues judged by the EIARC as meriting a response from the Proponent. The integrated AI shall be transmitted by the EMB to the Proponent after the Public Hearing/Consultation. The Proponent shall be given the prescribed number of working days (wd), reckoned after the receipt of the EMB AI Letter after the Public Hearing/Consultation, to submit its response, depending on the type of EIA Report being reviewed (Refer to Figures 2-1 and 2-2 of the Revised Procedural Manual: 20 wd for PEIS, 15 wd for EIS, PEPRMP and EIS-based-EPRMP, 5 wd for IEE-based EPRMP, IEER and IEEC).
4. The second EIARC meeting shall discuss, clarify and evaluate the response to the First AI submitted by the proponents, which include the findings during the public hearing or consultation(s). If possible, a decision shall already be made on the recommendation to issue or deny the application for an ECC.

Should there be a need for clarification of the submitted additional information at this stage, the 2nd EIARC Meeting shall be held in such a way as to allow panel discussion. The proponent/ preparer shall be given a chance to present pending AIs of concern to the EIARC, and if necessary, defend, clarify, and elaborate on issues raised by the EIARC. Additional written submissions may be made at a later date for documentation purposes. To provide adequate safeguards, the proceedings may be recorded by videotape if necessary.

5. At the end of the allocated period for substantive review by the EIARC, a decision or recommendation for issuance or non-issuance of ECC shall be rendered by the EIARC. The decision or recommendation shall be based on available or submitted information. The non-submission of AI, especially if the allocated or agreed upon time frame was not followed, should not serve as a reason for not making a decision or recommendation.
6. Per Section 8.2 of DAO 2003-30: The EMB may deny issuance of ECC if the proponent fails to submit required additional information critical to deciding on the ECC/CNC application, despite written request from EMB and despite an adequate period for the proponent to comply with the said requirement;

In cases where ECC issuance cannot be decided due to the proponent's inability to submit the AI most critical to making a decision on the application within the prescribed period, the EMB shall return the application to the proponent. The project proponent may resubmit its application, including the required additional information, within one (1) year for Groups/Sub-groups I and II EIS-based projects and Group IV PEIS/PEPRMP-based projects; and six (6) months for all other covered projects without having to pay processing and other fees. Otherwise, the matter shall be treated as a new application.

In cases where EMB and the project proponent have exhausted all reasonable efforts to generate the information needed for deciding on the ECC/CNC application, the responsible authority (Secretary or EMB Director / Regional Director) shall make a decision based on the available information so as to comply with the prescribed timeframe.

What are the considerations for a focused request for Additional Information (AI) during the EIA Review?

- a) The EIARC shall focus the scope of review to project information, environmental concerns and issues that are relevant and available only at the FS Stage. There is a lot of uncertainties at this project planning stage, thus, the need to consider options and alternatives. Range of assumptions on production capacity, areas of development, process technologies, emissions, discharges and other waste should be acceptable as basis for evaluating acceptability of the proposal for ECC. The EIARC shall provide a level of guidance on environmental and social considerations that will allow Proponent flexibility to site, design and operate the project within the scope and limits of its application as presented in the EIS. The EIA study is expected to specify a range of input-output in the process options that the Proponent is considering as well as to project a range of impacts and formulate appropriate measures which will be used as reference in the project's technical and economic feasibility assessment. Specific detailed engineering design shall not be required at the EIS review stage.

Example #1 of Guidance on Total Production Capacity Limit: *"Total minable reserve" and "Total megawatt capacity" requirements are reasonable at the FS stage. Since the ECC requires a production limit, the Proponent normally buffers its application for production estimates and supports this with application of improved technologies which the project may avail of during its projected lifetime, say for 20-50 years. A geothermal project application, for example, may apply for 500-700 MW capacity for 30 yr project duration even if current internal economics only targets 500 MW to get viable ROI. The higher limit is opted to be applied for in consideration of proven optimization technologies which increase production even without drilling new wells.*

- b) The EIARC shall consider as reference material the recommendations and learnings from similar projects whose EIA studies have been reviewed and whose ECCs have been approved by DENR, where deemed applicable. The case handler shall prepare available EIS/ECCs or pro-actively share the learnings with the rest of the review team.

Example #2 of Guidance on Project Area Limit Location of Facilities: *In case of ECC application for a geothermal, oil, coal or mineral mining project, the EIS may cover an application for a known block of surface area only (such as that covered by a service contract with DOE or Mineral Production Sharing Agreement (MPSA) with the MGB, without data yet on the specific location of wells or mine-mouth power plants or mine sites within the block. Thus, instead of requiring "coordinates of 100 geothermal wells or pipelines within the applied geothermal block" or "coordinates of specific mining areas within the MPSA", the EIARC may require "siting criteria to be used" or at most, "indicative locations where the geothermal/coal/mineral resource may be extracted within the block" or "indicative preferred and alternative locations of power plants, mine sites, thermal ponds, tailings dams or other facilities within the block, based on siting criteria." At the FS stage, the geophysical data may already provide indicative locations of reserves, although the boundaries of these within the blocks may not yet be determined at the FS stage. In geothermal projects, only the 1st to 2nd well locations are normally known at the FS stage; power plants may only be optionally sited while the pipeline routes, access road routes and other support facilities are dependent on the power plant locations and location of successful wells to be drilled.*

Example #3 of Guidance on Design of Facilities: *Instead of requiring "settling pond design, e.g. the sump should have 3 compartments to allow enough time for proper settling", the EIARC can ask "estimated range of wastewater volume the pond is expected to contain" or "what is the nature of waste the pond will contain" or "description of the potentially-affected environment if the pond will overflow". The data normally collected in the EIA at the FS stage is not enough for a Proponent to do DED but just enough for Proponent to have a general idea of design options.*

- c) The EIARC shall have preference over accumulated historical and recent environmental data over one-time short-term collection of data (say, several days, a week) since the latter provides only a snapshot picture of the project environs and will not be representative of the actual environmental quality. If there is available and relevant secondary data for a development proposal, the EIARC may not require additional primary sampling. Baseline data are usually obtainable from government, academe and other entities. Should no secondary or primary historical data be available after an in-

depth or extensive search by the EIA Preparer or Proponent, the EIARC shall consider the merits of a post-ECC baseline monitoring or monitoring during project operations in a control and impact station as forms of securing background environmental profile thru more meaningful and substantive manner.

- d) The EIA study shall focus on project-induced impacts while risk assessment of natural hazards to the project is more appropriately addressed in the proponent's FS. However, data on natural hazards (e.g. tsunami, earthquake, volcanic eruptions, typhoons, floods, naturally-induced landslides) are required to be presented in the EIS as part of the baseline environmental profile for the proponent's guidance during project design. .
- e) EIA Scoping is a focusing exercise on significant issues. The EIARC must focus the EIS only to the most significant associated impacts of a project to various environmental conditions.

Definition of Significant Impacts: *Significant issues or impacts are those that need special attention, intervention or action to prevent, minimize/reduce, abate or mitigate potential adverse effects or damage to the environment.*

- f) The EIARC must be able to segregate the issues within the EMB mandate from those outside its jurisdiction, such as issues on occupational safety (DOLE's); public health and safety (DOH mandate); traffic (LGU/MMDA mandate); detailed engineering (Design Engineer's); septic tanks and sanitation issues (DOH engineers' responsibility). **Annex 2-10** of the Revised Procedural Manual presents the list of concerned agencies with jurisdiction on said issues as well as sample guidance that the EIARC may provide so that these agencies may consider the critical EIA findings in their approval system. The EIARC shall highlight only special concerns in making recommendations to the Proponent, design engineers and other government agencies who have mandates on the project.

Example of Guidance on Special Concern: *EIARC may highlight proximity of an active fault to a proposed project location. Avoid dictating design measures, provision and requirements of the Building Codes, and other details that are best left to the responsible entities, the design engineers, building official, and building inspectors.*

- g) The EIARC shall recommend or evaluate nationally or internationally acceptable methods for quantitative assessments and this should be done during the Scoping stage of the EIA process. The EIARC must be cognizant that the purpose of the requirement (of modelling or ERA, for example) is for identification of general management measures which will be used with other FS outputs for guidance in detailed engineering design phase.
- h) The EIARC's requests for Additional Information (AI) shall be limited to those agreed in the final Scoping Checklist. All requests for AI shall be to address EIS information inadequacies and shall be properly justified by the concerned EIARC member, and subsequently by the EIARC as a whole upon recommendation of the consolidated AI to EMB. A replacement or alternative member to the EIARC shall respect the signed Scoping Checklist, thus, shall not add requirements.

Annex 36: Proforma Notice of Public Hearing

NOTICE OF PUBLIC HEARING

On the **ENVIRONMENTAL IMPACT ASSESSMENT (EIA) REPORT** of the
 _____ **PROJECT** of the Proponent
 _____ to be located in _____:

Notice is hereby given to all parties who wish to give their opinion regarding the implementation of the proposed
 _____ PROJECT to attend a Public Hearing on _____
 (Month, Day, Year) at _____ (time to start) at the _____ (exact venue) in
 Barangay _____, Municipality/City of _____, Province of _____.

This Public Hearing is being conducted in connection with the review of the EIA Report of the aforementioned project by the Environmental Management Bureau (EMB) of the Department of Environment and Natural Resources (DENR).

All interested parties who wish to attend or participate in this Public Hearing should preferably register in person or by mail with the EMB at DENR Compound, Visayas Avenue, Diliman, Quezon City. Those who will not be able to register or submit written positions may be given the opportunity to share their issues on the day of the hearing itself. However, priority shall be given to those who register first with the above offices before the hearing, and then to the early registrants during the hearing.

Full copy/ies of the EIA Report can be accessed at the EMB Region ____ Office and at the libraries/development council office of the Municipal Hall of ____ (state host LGU), while copy/ies of the Executive Summary are available at Barangay/s _____ (state name of host barangay/s). A limited number of Project Factsheets are available at these offices.

Individual and/or organizations may give their opinion(s) in a concise position paper submitted to the EMB (Central Office and/or Region ____ with address at _____ on or before _____ (STATE THE DATE EQUIVALENT TO A CALENDAR WEEK BEFORE THE PUBLIC HEARING DAY). Submissions may also be thru mailed letters or thru e-mails at the EMB email address of _____.

For more details, please contact the EIA Division of EMB through _____ (STATE NAMES OF CASEHANDLERS) at Telephone Numbers _____.

NOTE TO THE PROPONENT:

Above Notice of Public Hearing shall observe the following publication dates: Two consecutive publications a week apart, with the second at least 15 days prior to the exact date of hearing, e.g. May 4 and May 11, 2007, with hearing on May 26, 2007.

Annex 37: Sample Public Hearing Program with Guidelines

Public Hearing ^{7,2} Program		
Project Title: _____		
Project Location (Province/Region): _____		
Date and Time of Scoping: _____		
Scoping Venue/Address: _____		
Project Proponent & LGU Involved: _____		
Time Allotted	Program of Activities	Person Responsible
1 hour 30 mins. (7:30-9:00 am/ 12:30-2:00 pm)	Registration	
5 mins. each (15 mins.) 9:00 – 9:15 am / 2:00 – 2:15 pm)	National Anthem	LGU (Mayor, Brgy Captain Councilor)
	Invocation	LGU Representatives
	Opening Remarks	Chief of EMB EIAMD
	Introduction on the Conduct of the Public Hearing and Target Objective/Outcome	Public Hearing Officer
45 mins. (9:15-10:00 am / 2:15 – 3:00 pm)	Brief presentation on project background, description, location, implementation schedule and other information or facts regarding the project and the result of the EIA on impacts, measures, commitments	Proponent Representative/EIA Preparer
15 mins. (10:00 – 10:15 am/ 3:00- 3:15pm)	Snacks	
1 hour (10:15 – 11:15am / 3:45 - 4:15pm)	Open Forum	Public Hearing Officer
30 mins. (11:15-11:45 pm/4:15 - 4:45pm)	Agreements in Public Hearing Open Forum; Summary of issues/concerns /impacts raised by the public and Response of the Proponent.	Public Hearing Officer / EMB Case Handler /Proponent Representative
15 mins. (11:45-12:00 nn/4:45-5:00 pm)	Closing Remarks and Next Steps in the Public Hearing	Pubic Hearing Officer or Chief of EMB RO EIAMD

⁷ Publication of a notice of public hearing once a week for two (2) consecutive weeks in any newspaper of general circulation with the second publication undertaken at least 15 days prior to the scheduled hearing.

² If Public Consultation were instead required, there is no need to observe the PH publication dates. The PH Program may be retained without need for a Public Hearing Officer. The PH Guidelines below shall still apply where analogous/applicable to Public Consultation scenario. The Proponent prepares the Public Consultation Report for submission to the EMB at same timelines as the PH Report.

Public Hearing Guidelines

A. General Considerations

- 1) A public hearing is a formal process that is initiated, planned and conducted by the DENR. It is designed to promote dialogue or communication between and among the project proponent, the DENR and the public for the purpose of exchanging information and views. It provides a forum for the proponent and the DENR to understand community values or needs and appropriately respond to them. Further, it serves as a venue to test alternative options for resolution of issues or conflicts.
- 2) It should be noted that the *Public Hearing* is not the appropriate venue to ensure that the findings of the EIA study had been communicated to the stakeholders. The communication by the preparers or proponents of the EIA study highlights should have been completed before the submission of the EIS. The processes, methods and proofs of the “*feedback to the stakeholders*” should be described in the *Process Document*. As such, the conduct of *Public Hearing* with the primary aim of communicating the EIA results to the stakeholders is not a sufficient basis to require a *public hearing*.

Pre-Public Hearing

- 3) In coordination with DENR, the proponent at its own expense shall cause the publication of a notice of public hearing once a week for two (2) consecutive weeks in any newspaper of general circulation with the second publication undertaken at least 15 days prior to the scheduled hearing. For example, the notices are published for two consecutive Wednesdays with the hearing conducted 15 days after the second publication.

Notice-publication of Public Hearing (format and text) must have prior written approval of EMB or DENR RO.

- 4) Notices shall likewise be posted in conspicuous places in the municipality and barangay where the project is proposed to be located at least 15 days prior to the scheduled hearing. Announcements of hearing may also utilize popular forms, e.g., radio, public address system, posters, Sunday mass or service. The proponent shall shoulder the expenses incurred for such notices.

The selection of venue, schedule and manner of handling the Public Hearing must take due consideration of local culture and lifestyle.

- 5) When the stakeholders do not have access to the usual means of communication, the proponent must utilize other forms of information dissemination such as radio, distribution of flyers, publication in local newspaper/s, etc. so that people will promptly learn about the Public Hearing and have adequate time to prepare for participation in the process.
- 6) The announcement of public hearing shall conform to the DENR approved format. The notice should encourage early registration of participants and submission of position paper/s. These position papers may be formulated by interested parties (e.g., academe, NGOs/POs, LGUs, etc.) in support or in opposition relative to certain issues or components of the project.

In order to ensure maximum participation, proponents of projects located in the region must also publish the Notice of Public Hearing in a regional or local newspaper of general circulation in the project area. Also, Notice of the Public Hearing should be provided in non-written means such as radio, etc. especially if stakeholders who have no access to written means of information have been identified.

- 7) The proponent should ensure the attendance of stakeholders, particularly the LGU officials and leaders of key sectoral organizations or communities within the Direct Impact Areas (DIAs) and other legitimate stakeholder representatives in the Indirect Impact Areas (IIA). Annex 2-2 provides guidance on determination of DIA and IIA while Annex 2-3 provides guidelines on stakeholder identification. The number of attendees in the Public Hearing is not as important as the presence and active participation of the DIA/IIA LGU officials as well as the diversity of sectors who have legitimate interests or valid issues on the proposed development.

- 8) The DENR shall conduct the public hearing with the assistance of the proponent and preparer. The Public Hearing shall be scheduled by the DENR and the proponent in consultation with other key stakeholders. All public hearings shall be summary in nature and shall not strictly adhere to the technical rules of evidence.
- 9) Public hearings shall be open, without the need for a *formal* invitation, to all interested groups with valid concerns about the proposed project.

10) Provision of EIA Report copies to the public:

- a) The proponent shall provide at least one (1) complete copy of the EIA Report to the EMB Office which is administratively designated as directly responsible for overseeing the preparations and conduct of the Public Hearing. The EIA Report can be used as reference by stakeholders who want to review the document for drafting their position on the project.
- b) The proponent shall also provide at least one (1) copy of the EIA Report to each of the host municipalities and at least one (1) copy of the Executive Summary to each of the host barangays. The copies must be lodged at the development council offices or libraries of the concerned LGUs for easy access by the people.
- c) The proponent shall further provide copies of Project Fact Sheet (2-3 paged document) to the concerned EMB and host LGUs (at barangay and municipality levels). The fact sheet is preferably written in the local dialect or in a popularly understood language of the host communities. The proponent shall take the initiative and effort to ensure copies of the Project Fact Sheet actually reach the major stakeholders of the project. The fact sheet must specify that full copies of the EIA Report or Executive Summaries can be accessed at the EMB or concerned LGUs.

11) Selection of a Public Hearing Venue

- a) The determination of the venue for the public hearing is a critical element of the entire process. It can pre-determine or prejudiced the success or failure of the exercise. As such, utmost care must be exerted to select the most optimum venue.
- b) The DENR-EMB office concerned, in coordination with the EIS preparers, shall determine the venue for the public hearing. The venue must be *neutral*, i.e., it is not identified or associated with a party who is in favor of or against the project. Further, the venue must not be conducted in a government location (e.g., office, conference hall) of a government unit or agency that has regulatory control, jurisdiction or interest over the project. For example, municipal halls are not ideal venue inasmuch as the proponent has to secure endorsements or permits from the LGU. Also, the LGU may be identified or perceived to be supportive of or against the project. The selection of a *private* venue, on the other hand, does not guarantee *neutrality*. The same degree of care must be exerted in selecting *private* venues (e.g., hotel).

12) Designation of a Hearing Officer

- a) The EMB Director or DENR-EMB RD shall designate a hearing officer with the following qualifications:
 - i) of known probity and independence;
 - ii) familiarity with rules and procedures in the conduct of public hearings;
 - iii) skill in effective dispute and conflict resolution; and
 - iv) sensitivity to the need for social acceptability and public participation in the EIA process.
- b) A hearing officer need not be a lawyer nor a DENR personnel. A professional moderator/facilitator who possesses the necessary qualifications may be designated as hearing officer.

13) Powers and Duties of Hearing Officer

A hearing officer shall have the power and authority to conduct the proceeding with the aim of eliciting information and facts to support the substantive review of the EIARC.

A hearing officer shall ensure that all participants are given the opportunity to be heard and to ventilate their positions/concerns regarding the project. Furthermore, the public hearing officer should ensure that these concerns are adequately discussed.

A hearing officer shall endeavor to identify options for possible resolution of issues and conflicts.

He shall submit a report of the proceedings to the EIARC within 10 days after the hearing.

He may also be called upon by the EIARC to give a verbal report even prior to the submission of the formal report for purposes of facilitating the review process. The report shall be an assessment of issues discussed or events that transpired during the public hearing, and the findings or recommendation of the public hearing officer.

To facilitate the preparation of the report, the hearing officer may require the proponent/preparers to engage the services of a stenographer (or equivalent) to prepare the transcript of the session.

Public Hearing Proper

Matters to be Discussed in a Public Hearing

The hearing, as much as practical and possible, may deal with any or a combination of the following themes:

- the proponent, especially their responsibilities to the community;
- the project, including its elements or components, its implementation and related development;
- the elements and features of the environment likely to be affected by the project;
- the impact, as identified and assessed;
- the option, as studied and evaluated;
- monitoring, follow-up, enhancement, and mitigating measures;
- negotiated settlements or compensations
- assurances and guarantees for compliance to the environmental management plan

- b) Procedures of the EIA review process and grounds for appeals may also be discussed during the hearing to inform the stakeholders about their rights.

Conducting a Public Hearing

- a) Set the proper tone for the public hearing

This can be done by singing the national anthem and delivering an invocation. An opening remark may also be given to provide a briefing and orientation on the purpose of the public hearing, the EIS System, and other such relevant information.

- b) The Hearing Officer explains the rules governing the conduct of the public hearing. Examples of rules that should be emphasized include, among others, the following:
 - i) comments should be based on correct and updated information
 - ii) discussions should be directly relevant to the issue at hand
 - iii) comments should be made on behalf of public interest not personal interest
 - iv) proper decorum (ex. no cat calls, no booing)

- c) The first part shall be the presentation of all information or facts regarding the project and the result of the EIA. The presentations should be comprehensive and should be clearly communicated in the language that would be easily understood by the public. An interpreter should be readily available in case some aspects of the information need to be translated in the local dialect. There should be no interruption during the presentations except for clarification.
- d) The second part of the public hearing should be devoted to entertaining questions, comments, reactions, and ideas.
- i) During this part of the public hearing, the hearing officer should insure that *heated* or *emotional* debates and arguments are avoided. The opportunity to ventilate *valid* issues and concerns should be maximized. This process should be well managed to maximize participation and get a balanced view of those who are for and against the project. To the extent possible, there must be full representation across the broad sectors of the various stakeholders or interest groups. As much as possible before the start of the public hearing, the following should be determined:
- How should speakers be chosen? One for (pro) followed by one against (con) the project?
 - Do we require registration of speakers for and in behalf of certain groups?
 - Do we require written comments? What if stakeholders like indigenous groups cannot write?
- ii) Participants may ask questions about specific points in the impact study. They may raise new points. In some cases, they may take the liberty of assessing the content of the impact study, challenging the data, the methodology, or even the interpretation of the data. They may also interpret or re-interpret the results of the proponent's analysis. Finally, they may go well beyond the content of the impact study, introducing new information and assessments.
- iii) Resource persons may be invited to present technical information or shed light on certain issues. However, it is the responsibility of the proponent and preparer to make available the EIA team to answer questions or issues raised during the hearing.
- iv) The facilitator should be sensitive to the socio-cultural dynamics of the project area to be able to assess and determine valid issues and accordingly deal with them properly during the process.

Assessing the Validity of an Issue Raised

In the conduct of an EIS, there are many issues or concerns that can surface. One should be able to distinguish between a valid issue/concern from that which is largely politically motivated or personal in nature. To assess the validity and legitimacy of an issue raised, the following guide questions should be answered:

- Are the issues or concerns raised based on correct and updated information?
- Are these issues or concerns directly relevant to the project being assessed?
- What are the motivations of those who raised these issues, public interests or personal interests?

- v) Summarize issues/concerns/impacts raised by the public and response of the proponent. All the issues and concerns raised and discussed should be synthesized by the Hearing Officer and presented to the public for validation. The synthesis shall include the summary of agreements, commitments, assurances and guarantees of the proponent on relocation and appropriate compensation of displaced population and other affected parties.

Post-Public Hearing

Proponent Documentation: The proponent must carefully document (in audio and preferably in videotape form) all public hearings. Such documentation shall be submitted to the Hearing Officer who shall validate and carefully

analyze the process and results. **The process documentation and relevant attachments (transcripts, proceedings, videotapes, etc) shall be submitted by the proponent within five (5) working days to the EIARC, copy furnished the public hearing officer.** The process documentation shall include the following:

- a) list of directory of participants
- b) the issues, concerns, interests raised or addressed during the public hearing.
- c) the sequence of significant activities undertaken or issues addressed
- d) the process by which agreements or resolutions were arrived at
- e) the stakeholders and key players who most actively participated, those who were present but were quiet, those who were not represented
- f) the outcome of the activity or undertaking

As a rule, the EIARC shall prescribe the appropriate feedback mechanism/s (e.g., manner of providing copies of the documentation) for those who demand it and those deemed by the EIARC as needing it.

Public Hearing Report by Public Hearing Officer: The Public Hearing Officer shall submit a *Public Hearing Report* within ten (10) working days to the EIARC. The *Public Hearing Report* shall have the following formats and/or contents:

- a) Project Background – project description, location, implementation schedule and other details as presented during the public hearing.
- b) Public Hearing Proceedings – administrative arrangements (e.g., background on why public hearing was required, schedules and actual time utilized, venues, logistical supports provided, etc.), summary/list of participants, and general assessment of the conduct of the public hearing.
- c) Summary of Issues and Discussions – a summary (with annotation or reference to the detailed transcriptions, if necessary) of issues and concerns raised during the public hearing, the parties concerned (the one who raised the issue and the responding party), resolution/s or agreement/s.
- d) Recommendations and Conclusions – findings, recommendations and/or conclusions of the *Public Hearing Officer* especially with regard to the issues or concerns raised by the stakeholders AND assessment or determination if the basis or reasons why a public hearing was required had been resolved.
- e) Essentially, the report is an assessment of issues discussed or events that transpired during the public hearing, and the findings or recommendation of the officer. The PH Officer may also be called upon by the EIARC to give a verbal report even prior to the submission of the formal report for purposes of facilitating the review process.

Annex 38: DPWH Environmental Protection Clauses

(Sample only; from Volume II :Standard Specification and Volume IIA: Special Provisions, Barrio-Bontoc-Banaue Road (Halsema Highway), DPWH/PMO-IBRD, April 1998)

Site Visit

1. The Bidder acknowledge and shall verify that he has visited the site and location of the Works and is familiar with the environmental sensitivity and socio-economic conditions of the site and the surrounding area; the conformation of the ground; the character, quality and quantity of materials to be encountered; the character of equipment and facilities needed preliminary to and during the execution of the Works; the equipment to be furnished and installed and all other matters affecting the Works.

Natural Environment

2. The Project is located in a relatively remote and under-developed area and is characterized by heavy seasonal rainfall and steep mountain slopes which are prone to frequent landslides. Forests form a protective cover against erosion and slope failure, and are the habitat for a number of mammals and birds, of which some are rare or endangered and protected under Philippines laws.
3. It is defined objective of the DPWH and the funding agency to implement the project in a manner that will cause minimum temporary and permanent disturbance to the existing conditions, especially the existence and condition accordance with the conditions stipulated in the projects ECC issued by the DENR. The Bid Documents and in particular the Conditions of Contract and Special Provisions of the Specifications have been set up accordingly.
4. Bidders are expected to obtain a clear understanding of the natural environment and the potential problem areas. Construction activities and the erection and operation of the Contractor's temporary facilities shall take into account the above mentioned objective. Bidder should be aware that Restricted areas have been identified along the alignment where the Engineer may direct that additional precautions be taken or certain activities disallowed.

Social Context

5. The Project is situated in a relatively remote and under-development area inhabited by poor indigenous ethnic groups undergoing rapid cultural change. The poorest families and most vulnerable group (e.g. female-headed households).in particular, survive from day-to-day by means of complex networks of dept, mutual obligations, barter, trading, laboring, subsistence production and sale of produce for cash. These arrangements can easily be disrupted, for example, by road closure or cutting of an irrigation pipe.
6. As with *natured environment*, it is the defined intention of DPWH and the funding agency to implement the project in such a way as to minimize any disruptions and consequent hardships to residents and road users, and in particular to maintain access along the road for the transport of perishable vegetables produce.

7. Bidders should duly consider socio-economic aspects in their construction planning and related activities. In particular, their attention is drawn to the contractual conditions relating to the maintenance of pre-existing utilities and services, especially water supplies, restrictions on road closure, the recruitment of the labor forces and their accommodation, wages and conditions.

Environmental Protection

Environmental Protection Plan

8. Within one month of his arrival on site, the contractor shall submit an Environmental Protection Plan (EPP) with operational details of his proposals to the Engineer for his approval

Environmental Officer

9. The contractor shall have on his staff on site for the duration of the Contract a designated officer qualified to promote and maintain sound environmental management during construction and specifically the implementation of the approved *EPP*. This officer shall have the authority to issue instructions and shall take precautionary measure to prevent environmental damage, including, but not limited to, the establishment of environmentally sound practices and the training of staff and labor in their implementation.

Bioengineer

10. The Contractor shall have on his staff on site for an appropriate period of at least one individual who has practical experience in the use of vegetation for civil engineering purposes and who shall be approved by the engineer. Such an individual is likely to have successfully completed tertiary studies in forestry, agricultural engineering, landscape architecture or environmental sciences, and will be responsible for the Contractor's bioengineering program and re-vegetation of all land affected by the Contractor's activities with the clean up restoration of the lands used and re-vegetation of disturbed grounds provisions of these Special Provision.

Environmental Protection during Construction

11. The road crosses or passes close to several areas of existing or recent instability and the engineer shall have the power to disallow the method of construction and/or the use of any borrow/stockpile /spoil disposal area if in his opinion the stability and safety of the Works or any adjacent feature is endangered, or if there is undue interference with the natural or artificial drainage, or if the method or use of the area will promote undue erosion. In particular, the Contractor shall note that side-casting of spoil (down slope disposal of material from excavation) will not normally be permitted. Borrow areas and quarries shall be sited, worked and restored in accordance with Clause 102.2.8 of these Special Provision. Spoil shall be disposed of at approved disposal sites prepared, filled and restored in accordance with Clause 102.2.10.
12. Following excavation, the Contractors shall take all steps necessary to complete drainage and slope protection works in advance of each rainy season. Erosion or instability or sediment deposition arising from operation not in accordance with

the Specifications shall be made good immediately by the Contractor at his expense.

13. Not with standing approval of the intended method of working, the Contractor shall at all times be responsible for constructing the earthworks in accordance with the specifications and drawings.
14. The project area can experience inclement weather – fog, heavy rainfall and typhoons – and earthquakes. It will be deemed that the Contractor is familiar with these conditions and has formulated his work program considering possible loss of time due to these causes, and it shall be the obligation of the Contractor to revise his work programme and enhance his construction efforts as necessary to ensure timely completion of the work scheduled for each working season. Where damage from rainfall, flooding or earthquakes is exceptional the provisions of sub- Clause 20.4 and 44.1 of the General Conditions shall apply.

Revegetation of Disturbed Ground

15. Where directed by the engineer, the Contractor shall establish vegetation on fill slopes, cut slopes of IV:IH or less, worked out borrow pits, and other areas which may include roadway shoulders and verges, spoil disposal areas, gullies, and stream and river banks. Prior to placing topsoil and/or establishing vegetation on embankments, all fill material not compacted to the required standards shall be removed from the slopes.
16. The Contractor shall be responsible for supplying sufficient planting material to carry out all revegetation work, and shall establish and operate plant nurseries as necessary and shall make his own arrangements for procuring cutting, slips and seed for growing.

Prevention of Pollution

17. The Contractor shall ensure that his activities do not result in any contamination of land or water by polluting substances. He shall implement physical and operational measures such as earth bunds of adequate capacity around fuel, oil and solvent storage tanks and stores, oil and grease traps in drainage system from workshops, vehicle and plant washing facilities and service and fuelling areas and kitchens, the establishment of sanitary solid and liquid waste disposal systems, the maintenance in effective condition of these measures, the establishment of emergency response procedures for pollution events and dust suppression, all in accordance with normal good practice and to the satisfaction of the Engineer.
18. Should any pollution arise from the contractor's activities including the improper deposition of sediment, he shall clean up the affected area immediately at his own cost and to the satisfaction of the Engineer, and shall pay full compensation to any affected parties.

Protection of Trees and Vegetation

19. Unless otherwise provided in the Specifications, the contractor shall ensure that no tree or shrubs or waterside vegetation are felled or harmed except for those required to be cleared for execution of the Works. The Contractor shall protect trees and vegetation from damage to the satisfaction of the Engineer. The Contractors shall be responsible for obtaining any necessary felling permits and for ensuring the disposal of felled trees in accordance with prevailing regulations. No tree shall be removed without the prior approval of the Engineer and any competent authorities. Should the Contractor become aware during the period of the Contract that any tree or trees designated for clearance have cultural or religious significance he shall immediately inform the Engineer and awaits his instruction before proceeding with clearance.
20. In the event that trees or other vegetation not designated for clearance are damaged or destroyed they shall be repaired or replace to the satisfaction of the Engineer.

Use of wood as fuel

21. The Contractor shall not use or permit the use of wood as a fuel for the execution of any part of the Works, including but not limited to the heating of bitumen and bitumen mixtures, and to the extent practicable shall ensure that fuels other than wood are used for cooking, space and water heating in all his camps and living accommodation. Any wood so used must be harvested legally, and the Contractor shall provide the Engineer with copies of the relevant permits if required.

Fire Prevention

22. In addition to the provision of adequate fire- fighting equipment at his base camp and other facilities to the satisfaction of the Engineer, the Contractor shall take all precautions necessary to ensure that no vegetation along the line of the road outside the area of the permanent works is affected by fires arising from the execution of the Works. These precautions shall include:
 - a. Prevention of fires for any purpose in the vicinity of the Works except where expressly permitted by the Engineer.
 - b. Provision of approved firefighting equipment at designated points along the road; such equipment will include a minimum of 5 back – pack water sprayer, 20 flame – beaters, 20 shovels, 10 machetes, and 10 Mattocks at each point; designated points will include Mt. Data, Sabangan and Mt. Polis
23. Should a fire occur in the natural vegetation or plantations adjacent to the road for any reason the Contractor shall immediately suppress it. In the event of any other fire emergency in the vicinity of the Works the Contractor shall render assistance to the civil authorities to the best of his ability.

24. Areas of forest, scrub or plantation damaged by fire considered by the Engineering to have been initiated by the Contractor's staff or labour shall be replanted and otherwise restored to the satisfaction of the Engineer at the Contractor's expense

Restricted Areas

25. In undertaking the Works, the Contractor shall be aware that the Engineer will not grant permission for temporary facilities including but not limited to borrow pits, quarries and labour camps (except for watchment) and ancillary activities in the forested areas between chainages 350+000 and 366+000 (Mt. Polis "mossy forest" area) or in any area of rice terraces. The Engineer may also prohibit or restrict the Contractor's activities in other ecologically, culturally or historically sensitive areas which become known to him during the course of the project. The location of any such areas shall be notified to the Contractor by the Engineer at the earliest opportunity.

Relations with Local Communities and Authorities

26. In sitting and operating his plant and facilities and in executing the Works the Contractor shall at all time bear in mind and to the extent practicable minimize the impact of his activities on existing communities. Where communities are likely to be affected by major activities such as road widening or the establishment of a camp or quarry or extensive road closure or bypassing, he shall liaise closely with the concerned communities and their representatives and if so directed, shall attend additional meeting arranged by the Engineer or employers to resolve issues and claims and minimize impacts on local communities.
27. Any problem arising from his operations and which cannot be resolved by the Contractor shall be referred to the Employer through the Engineer. The Contractor shall be responsible for any compensation due or reinstatement necessary with respect to any damage caused by him to areas outside the site and no separate payment will be made in this regard.

Privately of Community – Owned Services and Structured

28. The Contractor shall take all necessary precautions to ensure that no public or private services, utilities or similar facilities are damage or interrupted by the Works. These precautions shall include but not be limited to liaison with public and private service provider, local government units, and private owners; a condition survey of all affected services; provision of a satisfactory alternative service whilst the Works are carried out; and reinstatement of a satisfactory permanent facility completion of the Works in each area.
29. No services or utilities shall be disturbed or cut before arrangements have been made for a satisfactory alternative service, or the Contractor has obtained agreement in writing from the service provider or owner to a temporary cessation of service.

30. Not less than 14 days before commencing site clearance on any particular section of road in accordance with his agreed Programme of Work, the Contractor shall supply the Engineer for his approval a copy of his condition survey of all utilities and services to be affected, copies of any agreements with service providers and owners, his plans for providing temporary service, and his plans for reinstating permanent service following construction of the Works.
31. Provision of temporary and permanent services shall be to at least the pre-existing level of service and to the satisfaction of the Engineer.

Water Supply for Construction

32. The Contractor shall make his own arrangements at his own expense for water supply for construction and other purposes. Only clean water free from deleterious materials and of appropriate quality for its intended use shall be used. In providing water the Contractor shall ensure that the rights of and supply to existing users are not affected either in quality, quantity or timing.
33. In the event of a dispute over the effect of the Contractor's arrangements on the water supply of others, the Engineer shall be informed immediately and shall instruct the Contractor as to appropriate remedial actions to be undertaken at his expense.

Hot Mix Screening and Crushing Plants

34. The Contractor shall not locate any hot-mix, screening, crushing or similar potentially polluting plant closer than 200 m to any settlement, unless such plant is fitted with dust suppression equipment and be operated and maintained at all times in conformity with the manufacturer's specifications, instructions and manuals.

Conservation of Topsoil

35. Where shown on the Drawings or directed by the Engineer the Contractor shall remove topsoil. The depth of the topsoil to be stripped shall be as directed by the Engineer. Where directed by the Engineer the Contractors shall prior to removal of topsoil, excavate trial holes of a sufficient depth to enable the Engineer to measure the depth of the topsoil, Topsoil shall be stripped and stockpiled in locations safe from erosion, mixing with other material, or compaction by construction traffic, The Contractor shall maintain a record of the volume and location of topsoil stockpiles.

Borrow Pits and Quarries

36. The Contractor shall make his own arrangements for the supply of any necessary aggregates including compensation for landowners and others, the acquisition of any necessary permits from the competent authorities, access, and site clearance and restoration, subject to the provisions of these Specifications and the Conditions of Contract.
37. In making his arrangements for winning and working construction materials the Contractor shall bear in mind his duties and responsibilities towards the public and the environment as stipulated in the Conditions of Contract. He is reminded in particular of his obligations to liaise with local communities with respect to borrows and quarries and access to them, to seek the Engineer's approval for his plans for moving large quantities of material on any particular route, to work

safely and not to cause or exacerbate nuisance or health problems, not to damage or interfere with public or private property or resources, to remedy or compensate for any damage or accidents caused by his actions, to leave excavated sites and related facilities in a condition fit for productive use and otherwise acceptable to the landowner and the Engineer, and to ensure that his Sub-Contractors are under identical obligations as himself.

38. At least 14 days before he intends to commence opening up any approved borrow pit or quarry, the Contractor shall submit to the Engineer his intended method of working and restoration. This shall include but not limited to:
 - i. the location, design and method of construction of any access track;
 - ii. the volume and nature of materials to be removed;
 - iii. the sequence and method of excavation of materials;
 - iv. measures for controlling runoff and sediment from the site during operation;
 - v. proposals for site restoration including approximate finished levels, drainage, erosion and sediment control, slope stabilization and re-vegetation, including restoration of the access track where so directed by the Engineer.

38. No borrow pit or quarry operation shall be permitted until the method of working proposed by the Contractor for that particular pit or quarry has been approved by the Engineer in writing. The Contractor should note that the nature of the terrain through which the road passes severely restricts the number of environmentally acceptable sites for borrow pits and quarries.

40. The Contractor shall supply the Engineer with a copy of the relevant quarrying permits and his agreement with any landowner when so directed. Notwithstanding permission from others, such borrow pits and quarries may be prohibited or restricted in dimensions and depth by the Engineer where:
 - i. they might affect the stability or safety of the Works or adjacent property or land;
 - ii. they might interfere with natural or artificial drainage;
 - iii. they may be environmentally unsuitable.

41. Where the Contractor obtains his construction materials from borrow pits and quarries operated by others, the Engineer reserves the right to disallow such materials where the borrow pits or quarries in question are unlicensed or fall under 5 (i), (ii) or (iii) above.

42. The Contractor should note that all borrow pits, quarries and associated access tracks and stockpile areas shall be restored unless otherwise directed by the Engineer. Restoration shall generally be to stable vegetated and in some cases may be to agriculture or forestry use, to the satisfaction of the Engineer.

43. The Engineer may direct that materials be selected in borrow pits which may include double handling, stockpiling and excavation in particular areas of a borrow pit.

44. The Contractor shall construct all accesses, clear and remove all vegetation, boulders and unsuitable or oversize materials and dispose of it, in an approved manner. The Contractor shall provide adequate supervision in every borrow pit and quarry to ensure that suitable materials is not contaminated with unsuitable material. Unsuitable material shall be spoiled in accordance with Clause 102,2,10 of these Special Provisions.

45. The Engineer may permit or direct that worked-out borrow pits or quarries be used as spoil disposal sites.
46. On completion of work all excavations shall be restored in accordance with the plans approved under (4) above. The Contractor shall pay particular attention to the establishment of stable side slopes in excavations and a stable permanent drainage system. Where for any reason a working face is to be left exposed, the edge shall be permanently fenced, as instructed by the Engineer, and measurement and payment for such fencing shall be in accordance with Part 1 of the Standard Specifications.
47. The Employer reserves the right to inspect the site of any borrow facilities or quarries established or used by the Contractor in connection with the Works and to undertake any corrective measures necessary to reinstate the site, and to recover the cost from monies due or to become due to the Contractor.

Spoils and Spoil Disposal

48. All suitable excavated materials shall be used insofar as is practicable in constructing the Works. Surplus and unsuitable material whether from site clearance, excavations, failed cut or fill slopes, landslides, or maintenance operations, shall be known as spoil.
49. Unless otherwise permitted by the Engineer under paragraph (4), all spoil shall be deposited at spoil disposal sites approved in advance by the Engineer in accordance with Clause 102.1.3.
50. The Engineer's approval of any spoil disposal site shall not in any way relieve the Contractor of his responsibility, inter alia, for land acquisition, provision of temporary access, works preparatory to spoiling, management of the spoiling operation, and making good after completion of spoiling.
51. Where the alignment transverses side-long ground and spoil volumes are low, or where existing environmental damage is so great that the additional impact from soil disposal would be insignificant, the Engineer may permit limited side-casting. Permission will be granted in writing for specific sections of roadway not exceeding 25 m in length. Where side-casting is permitted, the volume of material side-cast shall be limited to the surplus from the adjacent earthwork.

Unless exempted by the Engineer, in all locations where side-cast material exceeds 250 mm average depth the surface will be revegetated in accordance with Clause B.3.5. The Engineer may direct that additional vegetation and stabilization measures be applied to side-cast slopes.

52. Spoil disposal sites will fall into three categories:
 - i. borrow pits and quarries, whether pre-existing or opened up specifically for the road contract
 - ii. riverside sites;
 - iii. other sites where spoil disposal will not result in a potential safety hazard, instability, erosion, or water management problems.
 - iv.

Preference shall be given to the backfilling of borrow pits and quarries as an aid to site reinstatement and to a larger number of smaller sites.

53. Riverside sites shall be located only on major rivers with a high natural bed load, including and limited to valley-bottom sites on the following rivers; River Chico or

Cayacayan River, River Guiron, River Talubin below Talubin Bridge, but not their tributaries. Riverside sites should be chosen such that land take is minimized and the presence of spoil in the river channel will not harmfully deflect the flow under flood conditions. Local communities must have given their informed consent before any riverside site shall be permitted. Riverside sites will not be permitted in areas of cultivated land if alternative sites are available in the vicinity, or in riverine forest.

54. No spoil disposal sites shall be located:

- on level irrigated rice terraces
- on slopes of more than 25 degrees
- where geological structures are unfavorable to stability (e.g. in fault or sheer zones or where structural planes are dipping out of slope)
- on slopes that are being undercut by stream erosion
- on spurs above converging stream channels
- on talus slopes or in any situation where they might be expected to load a slope along a failure plane
- in any watercourse or drainage line whether permanent or seasonal except those permitted under paragraphs (4) and (6)

Disposal sites should also avoid forest, cultivated land, active slope failure areas, and gullies. Areas of groundwater discharge, sources of drinking or irrigation water, areas where failure of the spoil tip would endanger or harm the Works or buildings or cultivated land, and areas where permanent stabilization of the filled disposal area would be difficult.

55. The Engineer may restrict, prohibit, or otherwise modify the Contractor's spoil disposal proposals if in the Engineer's opinion they are likely to cause unacceptable environmental damage.

56. Except at riverside sites or where side cast, the Contractor shall prepare each approved disposal site to receive spoil by:

- i. marking the boundaries of the site with white paint so that the perimeter is clearly visible.
- ii. Erecting a sign at the entrance to the site with the words "Road Project Tipping Area"

Annex 39: Inspection Checklist for Pre-Construction

Monitoring Checklist (Pre-Construction Phase)

Instructions:

1. Entries ending in a question mark generally refer to the existence or availability of an item and should be answered by Yes or No.
2. Fill in the "Remarks" column to provide additional detail on an item.

Name _____ and _____ Location _____ Project _____

Name _____ of _____ Contractor _____

Name _____ of _____ Supervising _____ Contractor _____

General		Remarks
Name of environment officer		
Name of health officer		
Name of safety officer		
Expected number of workers		
MMT organized (w/MOA)?		
Copy of ECC/CNC onsite?		
ECC/CNC posted in public?		
Copy of EMP onsite?		
NOVs?		
Status		
Action taken		
Sensitive areas near project site		Remarks
Distance to nearest water body		
Distance to nearest protected area		
Dist. to nearest sensitive populated area*		
Spoils		Remarks
Spoils disposal site		
Disposal site permit?		
Garbage disposal site/method		
Permit for garbage disposal site?		
Traffic		Remarks
Traffic near project site**		
Alternate route needed?		
Other remarks:		

*School, church, hospital, etc.

**Heavy, moderate, minimal

Campsite/Depot		Remarks
Location of campsite (proposed)		
Distance to nearest water body		
Distance to nearest protected area		
Dist. to nearest sensitive populated area*		
Other remarks:		

Quarry		Remarks
Name of quarry site		
Date of ECC		
Date of quarrying permit		
Other remarks:		

Tree Cutting		Remarks
Number of trees to be cut		
Name and address of Replanting contractor		
Other remarks:		

Shoulders/Side Slopes/ROW		Remarks
Portion vegetated (%)		
Eroded / collapsed sections?		
Homes / structures?		
Other remarks:		

Water Bodies			Remarks
Name of water body			
Type of water body			
Local usage			
Location			
Nearest project facility			
Condition			
Clarity			
Color			
Odor			
Bank stability			
Oil present?			
Silt or spoils present?			
Garbage present			
Other remarks:			
General findings:			

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NOTE: USE ADDITIONAL SHEETS IF NECESSARY

Name _____

Date of inspection _____

Annex 40: Inspection Checklist for Construction Phase

Instructions:

1. Entries ending in a question mark generally refer to the existence or availability of an item and should be answered by Yes or No.
2. Fill in the Remarks column to provide additional detail on an item.

Name of Location of Project _____

Name of Contractor _____

Name of Supervising Contractor _____

General		Remarks
Name of environment officer		
Name of health officer		
Name of safety officer		
Number of workers		
MMT organized (w/ MOA)?		
Copy of ECC/CNC onsite?		
Copy of EMP onsite?		
NOVs?		
Status		
Action taken		
Sensitive areas		Remarks
Distance to nearest water body		
Distance to nearest protected area		
Distance to nearest sensitive populated area*		
Spoils		Remarks
Spoils disposal site		
Disposal site permit?		
Dust		Remarks
Water truck for dust		
Frequency of use		
Dust deposits?		
Dust levels**		
Security		Remarks
Fencing?		
Access to outsiders?		
Traffic		Remarks
Road Warnings?		
Flagman?		
Alternate route?		
Traffic near project site		
Other remarks:		

*School, church, hospital, etc.

**Heavy, moderate, minimal

Worksite Safety		Remarks
Hardhat use (%)		
Safety shoes (%)		
Hearing protection* (%)		

Dust masks* (%)		
Eye protection* (%)		
Clinic present?		
First aid kits?		
Emergency transport?		
Fire extinguishers?		
Date of PPE inspection		
HandS orientation		
Other remarks:		

*Where applicable

Sanitation		Remarks
No. of workers		
No. of sleeping areas		
No. of toilets		
No. of showers		
Type of toilet and disposal		
Wastewater treatment?		
Waste bins available?		
Garbage disposal method		
Final disposal site		
Garbage collected?		
Stagnant water?		
Other remarks:		

Depot		Remarks
No. of oil/fuel tanks		
Secondary containment?		
Fire extinguishers?		
Oil in soil?		
Oil in water?		
Uncollected oily wastes*?		
Stagnant water?		
Other remarks:		

*For example: containers, rags, used oil filters, engine parts

Hazardous materials			Remarks
Type	Amount	Storage/disposal system	

Explosives			Remarks

Quarry		Remarks
Name of quarry site		
Date of ECC		
Date of quarrying permit		
Any unstable areas?		
Any open pits?		
Drainage present?		
Waste piles stable?		
Vegetation restored?		
Other remarks:		

Tree Cutting		Remarks
Number of trees cut		
No. of seedlings planted		
No. of saplings planted		
Est. survival rate (%)		
Name and address of replanting contractor		
Other remarks:		

Shoulders/Side Slopes/ROW		Remarks
Portion vegetated (%)		
Uncollected spoils?		
Eroded/collapsed sections?		
Encroachment?		
Other remarks:		

Hiring	Skilled		Unskilled	
	Number	% of total	Number	% of total
No. of workers (peak)		100		100
No. from host baranggay				
No. from municipality				
No. from province				
Total from same area				
Total from other areas				
Sources of information (name and designation)				

Other remarks:

Water Bodies			Remarks
Name of water body			
Type of water body			
Local usage			
Location			
Nearest project facility			
Condition:			
Clarity			
Color			
Odor			
Bank stability			
Oil present?			
Silt or spoils present?			
Garbage present?			
Other remarks:			

General findings:

NOTE: USE ADDITIONAL SHEETS IF NECESSARY

Name_____

Date of inspection_____

Annex 41: Inspection Checklist for Post-Construction Phase

Monitoring Checklist (Post-Construction Phase)

Name and Location of Project

Workers' Camp	Yes	No	Remarks
Structures removed?			
Vegetation restored?			
Toilets removed?			
Septic tank desludged?			
Garbage hauled?			
Other remarks:			

Depot	Yes	No	Remarks
Oil/fuel tanks removed?			
Structures removed?			
Scrap collected?			
Oil in soil?			
Oil in water?			
Other remarks:			

Quarry	Yes	No	Remarks
Any unstable areas?			
Any open pits?			
Drainage present?			
Waste piles stable?			
Vegetation restored?			
Other remarks:			

Tree Cutting		Remarks
Number of trees cut		
No. of seedlings planted		
No. of saplings planted		
Est. survival rate (%)		
Name and address of Replanting contractor		
Other remarks:		

Shoulders/Side Slopes/ROW	Yes	No	Remarks
Portion vegetated (%)			
Uncollected spoils?			
Eroded / collapsed sections?			

Encroachment?			
Other remarks:			

Hiring	Skilled		Unskilled	
	Number	% of total	Number	% of total
No. of workers (peak)		100		100
No. from host barangay				
No. from municipality				
No. from province				
Total from same area				
Total from other areas				
Source of information (name and designation)				
Other remarks:				

Water Bodies			
Name of water body			
Type of water body			
Local usage			
Location			
Nearest project facility			
Condition:			
Clarity			
Color			
Odor			
Bank stability			
Oil present?			
Silt or spoils present?			
Garbage present?			
Other remarks:			

General findings:

NOTE: USE ADDITIONAL SHEETS IF NECESSARY

Name _____

Date of inspection _____

Annex 42: Proponent Compliance Monitoring Report

PROPONENT'S NAME

MONITORING PERIOD COVERED: _____

BASIC PROJECT INFORMATION AND UPDATES

ECC Control No/REFERENCE Code No: _____

Project Title: _____

Project Type: _____

Location: _____

Project Coordinates: _____

Project Stage/Phase: *(i.e. construction; commissioning, etc.)* _____

Contact Person: _____

EMP Approval : ☐ During ECC Application Stage

☐ Updated after ECC Issuance; approved on _____

Changes in Project Design (if any) : _____

II. EXECUTIVE SUMMARY

This section should include a summary of the major findings for the monitoring period. For example, a statement that there were no major activities that influenced the monitoring parameters during the monitoring period can be made if there were really no activities by the proponent that affected the monitored parameters.

Table II-1. Summary of Major Findings for the Monitoring Period

Condition / Requirement / Commitment	Compliance Status & Summary of Actions taken	Recommendation/Commitment for the next reporting
Compliance with ECC		
Compliance with EMP		
Implementation of appropriate & effective env'tal impact remedial actions in case of exceedances		
Complaints Management		
Realistic and sufficient budget for conducting the environmental monitoring and audit activities		
Accountability - qualified personnel are charged with the routine monitoring of the project activities in terms of education, training, knowledge and experience of the environmental team		
Others . . .		

III. RESULTS AND DISCUSSIONS

A. Compliance Monitoring

The status of compliance to the ECC conditionalities and the attainment of EMP commitments should be elaborated in this section. Reasons for noncompliance or unmet commitment should be explained and solutions and measures to attain full compliance of ECC terms and conditions as well as satisfactory attainment of EMP commitments should be discussed as renewed efforts for the next monitoring period. **Table 1** may be used to summarize the status of compliance.

Table 1. Summary Status of ECC & EMP Compliance

ECC/EMP Condition/Requirement Categorization	Relevant ECC Condition/s (if any)		Status of Compliance (✓ if complying)	REMARKS
	#/s	Requirement Description		
1) Project coverage/limits/				
2) Components				
3) Other sectoral requirements mandated by other agencies to be complied with				
4) EMP and updates as deemed required				
5) Conduct of baseline, compliance and impact self-monitoring				
6) Multi-sectoral Monitoring (as may be required)				
7) Regular reporting				
8) Institutional arrangements necessary for implementation of environmental management measures				
9) Standard DENR requirement on transfer of ownership				
10) Standard DENR requirement on abandonment				
11) Impact Mitigation Plan or Construction/ Contractor's Environmental Program				
12) Social Development Plan (SDP)				
13) IEC Plan				
14) Contingency/Emergency Response Plan or equivalent Risk Management Plan				
15) Abandonment Plan (when applicable)				
16) Environmental Monitoring Plan (EMoP)				
17) (Others)				

B. Impact Monitoring

This section shall contain relevant graphical presentation of quantitative and semi-quantitative impact monitoring results showing trends, comparing past monitoring results with the current. Relevant monitoring results in the other SMR modules shall be referred to. The latest monitoring findings and conclusion should be discussed in text form.

Qualitative impact monitoring results may be presented in text form or in terms of pictorial coverage, if applicable. Examples of qualitative impacts are those relating to quality of life, degree of happiness, and sense of environmental cleanliness.

i. Summary of Previous Monitoring

The key findings, recommendations, and action plan from the previous monitoring and outstanding issues from earlier monitoring periods (if applicable) should be highlighted in this section.

ii. Current Monitoring Results and Findings

The data collected and related expenses from the various sampling and measurement events done under the Environmental Monitoring Plan (EMoP) or a Sampling and Measurement Plan (SAMP) for the current monitoring period shall be summarized in a tabular form, preferably using the prescribed format in **Tables 2 and 3** below, and discussed under this section. Only processed and summarized data must be presented here.

The current monitoring results must be related to the historical trend for each parameter. Any deviation from this trend must be explained. More, importantly, the discussion must focus on point-by-point comparison of the gathered values with Environmental Quality Performance Levels (EQPLs), if EQPLs have been committed by the Proponent or established with the Multi-partite Monitoring Team. The monitoring results could also be used to determine the action and limit levels for the

specific project. These should all be presented here in detail and summarized in the conclusions and recommendations section.

Compliances, non-compliances and exceedances must all be thoroughly explained. In cases of compliances, success factors must be cited. For non-compliances and exceedances, the proponent's response should be explained. Moreover, causative factors must be identified and additional solutions and mitigation measures proposed, if needed.

It should also cite the weather conditions and other factors which may affect the results of the sampling activities.

The status of compliance to recommendations from previous monitoring and measures included in the action plan should be described and any unmet commitment must be rationalized and alternative, if needed, presented.

Table 2. Summary Status of Environmental Impact Management and Monitoring Plan Implementation

Table 2: Summary Status of Environmental Impact Management and Monitoring Plan Implementation									
Monitoring Objective	Env't'l Aspect	Env't'l Impact	Monitoring Parameter	Sampling & Measurement			Standard/ EIS Prediction	Env't'l Mgmt. Measure	Remarks (EQPL* commitment, if any)
				Stn/ Locn	Results				
					Previous	Current			

***EQPL-Environmental Quality Performance Level**

- Alert or Red Flag - early warning
- Action Level-point where management measures must be employed so as not to reach the regulated threshold or limit level, or to reduce deterioration of affected environmental component to pre-impact or optimum environmental quality
- Limit Level-regulated threshold of pollutant (standard that must not be exceeded); point where emergency response measures must be employed to reduce pollutants to lower than standard limit.
- **NOTE:** Section on EQPLs may be filled out as a Proponent's draft commitment or after these have been established and mutually agreed upon among Proponent, EMB and other MMT members. Otherwise, only the LIMIT Level shall be the reference for regulatory compliance. This means that environmental management measures are formulated at the "ACTION level" so as not to exceed this regulated threshold.

Table 3. Report on Status of Environmental Budget Allocations and Expenses

Expense Item*	Budget		Actual Expenses	
	Direct from Co.	Budget for MMT	Direct Co. Expense	MMT expenses
A. Implementation of Management Plans & Programs				
1) Environmental Impact Mitigation Plan	✓		✓	
2) Social Development Plan	✓		✓	
3) IEC Plan	✓		✓	
4) Enhancement Programs (if any)	✓		✓	
B. Implementation of Monitoring Plans				
1) Self-Monitoring	✓		✓	
2) Environmental Monitoring Fund (with MMT)	✓	✓	✓	✓
3) Environmental Guarantee Fund	✓	✓	✓	✓
TOTALS				

*For mining projects, equivalent cost items shall be adopted, e.g. SDMP in lieu of SDP.

IV. CONCLUSIONS AND RECOMMENDATIONS

This section should present the conclusions and recommendations of the current SMR based on the results and discussion of the previous sections. It should also explain if the previous monitoring recommendations should continue (if implemented). On the other hand, if warranted, the recommendation may be the cessation of specific or all monitoring activities.

The conclusions and recommendations should preferably be in a bulleted format and as much as possible grouped according to coherent themes, such as the following headings.

A. Compliance Status

Only the key conclusions about the status of compliance to ECC and EMP are included in this section. The status of non-compliances should be particularly tracked throughout all SMRs even if compliance has been already attained. Recommended additional measures or amendments to the EMP should be presented here.

B. Environmental Quality Status (applicable only if EQPLs have been set by the Proponent as its commitment or if opted to be mutually agreed upon by Proponent with the EMB and other members of the MMT)

Only the key conclusions on meeting the set EQPLs are included in this section.

C. Environmental Management Plan Status

Only the key conclusions about the status of EMP implementation and recommended additional measures or amendments should be presented here.

D. ENVIRONMENTAL RISK CATEGORIZATION

The proponent should fill-up or update the project's environmental risk categorization questionnaire (presented in Annex 2-7d of the Revised Procedural Manual of DAO 2003-30) – applicable on the Second Semi-annual ECC Compliance Monitoring Report.

E. WORK PLAN FOR NEXT MONITORING PERIOD

The specific actions for the next monitoring period, including carry-overs from previous monitoring periods, should be detailed in this section.

V. ATTACHMENTS

Please have the following documents attached:

- a) Laboratory Results of Analysis from DENR-EMB recognized laboratory;
- b) Approved Impact Mitigation Plan in the EIS/other EIS Update Documents; and
- c) Approved Environmental Monitoring Plan in the EIS/other EIS Update Documents

PREPARED BY:

NOTED BY:

Name/Position

Name/Position

Proponent/Company Name

Proponent/Company Name

Date

Annex 43: MMT Compliance Monitoring and Validation Report

DATE OF COMPLIANCE MONITORING AND VALIDATION:

MONITORING AND VALIDATION PERIOD COVERED: e.g. 1st & 2nd quarter

I. BASIC INFORMATION

ECC Control No./Reference Code No.	:	_____
Date ECC Issued	:	_____
Project Current Name	:	_____
Project Name in the ECC	:	_____
Project Status	:	_____
Geographical Coordinates of the Project	:	X: _____
		Y: _____
Proponent Name	:	_____
Proponent Contact Person/Position	:	_____
Proponent Mailing Address	:	_____
Proponent Telephone No./Fax No.	:	_____
Proponent Email Address	:	_____
MMT Contact Person/Position	:	_____
MMT Mailing Address	:	_____
MMT Telephone No./Fax No.	:	_____
MMT Email Address	:	_____

II. EXECUTIVE SUMMARY

REQUIREMENT		EVIDENCE	REMARKS
Validity of the ECC	Check for expiry conditions in the ECC (<i>usually related to date of ECC issuance vs. date of project implementation and period of implementation stoppage</i>)	Date of ECC issuance, proof of project implementation schedule/stoppage	
Compliance with ECC	Project coverage/limits/Components		
	Other sectoral requirements mandated by other agencies to be complied with		
	EMP and updates as deemed necessary	Presence of EMP	
	Conduct of compliance and impact self-monitoring	Records of compliance and impact monitoring	
	Multi-sectoral Monitoring (as may be required)	MOA signed by all parties, attendance sheets for meetings and other MMT activities, MMT Monitoring Reports	
	Regular reporting	Proof or receipt by EMB/DENR of written reports	
	Institutional arrangements necessary for implementation of environmental management measures		
	Standard DENR requirement on transfer of ownership	Appropriate legal document	
	Standard DENR requirement on abandonment		
Compliance with EMP	Construction/Contractor's Environmental Program	Relevant provisions in the contract and relevant proof of compliance	

REQUIREMENT		EVIDENCE	REMARKS
	Social Development Program (SDP)	SDP provision in the EMP or SDP prepared after ECC issuance (if required in the ECC) and relevant proof of compliance	
	Information, Education & Communication Program (IEC)	IEC provision in the EMP or IEC prepared after ECC issuance (if required in the ECC) and relevant proof of compliance	
	Contingency/Emergency Response Plan	Check for presence of specific provision in the EMP and relevant proof of compliance	
	Risk Management Program		
	Abandonment Plan (when applicable)		
	Environmental Monitoring Plan		
Appropriate & effective environmental impact remedial actions or mitigation measures	Impact Mitigating Measures		
	In case of non-compliance w/ any of the prescribed environmental performance criteria and exceedances over any applicable environmental standards	Procedures or protocols (preferably written) & relevant documentation of specific cases	
	In case of unacceptable deterioration or degradation of vulnerable environmental media or adverse health and welfare impacts to human receptors		
Complaints Management	the complaint receiving set-up	Procedures or protocols (preferably written) & relevant documentation of specific cases	
	case investigation		
	implementation of corrective measures		
	communication with the complainant/public		
	complaint documentation		
Realistic and sufficient budget for conducting the environmental monitoring and audit activities		Appropriate Financial Statement on the Project Operating Budget	
Accountability - qualified personnel are charged with the routine monitoring of the project activities in terms of education, training, knowledge and experience of the environmental team		Relevant Credentials of key environmental management personnel and appropriate organizational structure	

III. METHODOLOGY

A. Process Documentation for Review and Validation of Proponent's Monitoring Report

B. Process Documentation for Validation of Water Quality (if confirmatory sampling is conducted.)

C. Process Documentation for Validation of Air Quality (if confirmatory sampling is conducted.)

D. Process Documentation for Validation of Hazardous Waste Management (if confirmatory sampling is conducted.)

--

IV. COMPLIANCE MONITORING RESULTS AND DISCUSSIONS

A. Review & Validation of Proponent's Monitoring Reports

A.1 Compliance to ECC Conditions

Directions: The MMT shall check documentary compliance of the Proponent to the conditions stipulated in the ECC.

ECC CONDITIONS	COMPLIED?		PROOF OF COMPLIANCE
	Y	N	
1			
2			
3			
N			

A.2 Compliance to EMP Commitments

Directions: The MMT shall check compliance of the Proponent to the commitments made in the EMP.

PROJECT IMPACTS	MITIGATING MEASURES		EFFECTIVE?		RECOMMENDATION
	PLANNED	ACTUAL	Y	N	
1					
2					
3					
N					

A.3 Air Quality Impact Assessment

Directions: The MMT shall compare current sampling results as stated/reflected in the SMR from the previous quarter's results, DENR standards and the EQPL.

Sampling Location 1: _____ (Table must be used per sampling location)

PARAMETER	RESULT		DENR STANDARDS	EQPL*			REMARKS
	CURRENT	PREVIOUS		RED FLAG	ACTION	LIMIT	
1							
2							
3							
N							

Sampling Location 2: _____ (Table must be used per sampling location)

PARAMETER	RESULT		DENR STANDARDS	EQPL*			REMARKS
	CURRENT	PREVIOUS		RED FLAG	ACTION	LIMIT	
1							
2							
3							
N							

*EQPL-Environmental Quality Performance Level

- Alert or Red Flag - early warning

- Action Level-point where management measures must be employed so as not to reach the regulated threshold or limit level, or to reduce deterioration of affected environmental component to pre-impact or optimum environmental quality
- Limit Level-regulated threshold of pollutant (standard that must not be exceeded); point where emergency response measures must be employed to reduce pollutants to lower than standard limit.
- **NOTE: Section on EQPLs may be filled out as a Proponent's draft commitment or after these have been established and mutually agreed upon among Proponent, EMB and other MMT members. Otherwise, only the LIMIT Level shall be the reference for regulatory compliance. This means that environmental management measures are formulated not to exceed this regulated threshold.**

Remarks:

A.4 Water Quality Impact Assessment

Directions: The MMT shall compare current sampling results as stated/reflected in the SMR from the previous quarter's results, DENR standards and the EQPL.

Sampling Location 1: _____ (Table must be used per sampling location)

PARAMETER	RESULT		DENR STANDARDS	EQPL*			REMARKS
	CURRENT	PREVIOUS		RED FLAG	ACTION	LIMIT	
1							
2							
3							
N							

Sampling Location 2: _____ (Table must be used per sampling location)

PARAMETER	RESULT		DENR STANDARDS	EQPL*			REMARKS
	CURRENT	PREVIOUS		RED FLAG	ACTION	LIMIT	
1							
2							
3							
N							

Remarks:

A.5 Compliance with good practices in HAZARDOUS WASTE Management

Directions: The MMT shall indicate its observations on how hazardous waste is handled, stored and disposed.

TYPE OF WASTE	HANDLING	STORAGE	DISPOSAL	ADEQUATE?		REMARKS
				Y	N	
1						
2						
3						
N						

Remarks:

A.6 Compliance with good practices in SOLID WASTE Management

Directions: The MMT shall indicate its observations on how solid waste is stored and disposed.

TYPE OF WASTE	HANDLING	STORAGE	DISPOSAL	ADEQUATE ?		REMARKS
				Y	N	
1						
2						
3						
N						

Remarks:

A.7 Compliance with good practices in CHEMICAL SAFETY Management (for those companies using/producing chemicals listed in EMB's PCL and CCO list)

Chemicals in PCL and CCO List	ADEQUATE ?* (put ✓ if adequate)				REMARKS
	Risk Management	Training	Handling & Storage	Emergency Preparedness	

*refer to attached checklist

B. Confirmatory Sampling and Measurement

Directions: The MMT shall discuss the reason/cause for the conduct of confirmatory sampling and measurement.

C. Complaints Verification and Management

Directions: The MMT shall discuss how complaints were handled (process documentation as attachment), problems encountered, solutions and recommendations made.

--

D. Other Remarks

--

Prepared by:

MMT Chairperson
(Printed Name, Signature, Date Signed)

MMT Member
(Printed Name, Position, Signature, Date Signed)

MMT Member
(Printed Name, Position, Signature, Date Signed)

MMT Member
(Printed Name, Position, Signature, Date Signed)

MMT Member
(Printed Name, Position, Signature, Date Signed)

MMT Member
(Printed Name, Position, Signature, Date Signed))

MMT Member
(Printed Name, Position, Signature, Date Signed)

Chemical Safety Management Checklist**Risk Management:**

- 1). Regular evaluation of chemical handling risks which consider the hazards of the material and the likelihood of accidents/incidents and the potential for human and environmental exposure from release of the material
- 2). Implementation of chemical handling risk reduction measures
- 3). Investigation of the chemical accidents/incidents and implementation of preventive measures

Training

- 1) A program for providing guidelines and information for proper use, storage, transport and disposal of chemicals
- 2) Establishment of procedure and work practices for safe operating and maintenance activities

Handling and Storage

- 2) Documented procedures for inspection of leaks and visible defects of containers and facilities
- 3) Defined criteria for cleaning, decontamination of containers as well as other returnable/refillable bulk and semi-bulk containers, and for proper disposal of cleaning residues
- 4) A program for providing guidance and information to customers, distributors and other users on proper procedures for handling and storing chemicals and appreciation of Safety data sheets

Emergency Preparedness

- 1) A process for responding to accidents/incidents involving chemicals
- 2) Documented procedures for making information about the chemicals used available to response agencies – including training materials for emergency response
- 3) Provision of control processes and equipment during emergencies resulting from natural events, utility disruptions and other external conditions.

Annex 44: Compliance Evaluation Report

DATE OF EVALUATION : _____

MONITORING PERIOD COVERED : _____

I. BASIC INFORMATION

ECC Control No./Reference Code No.	:	_____
Date ECC Issued	:	_____
Project Current Name	:	_____
Project Name in the ECC	:	_____
Project Status	:	_____
Proponent Name	:	_____
Proponent Contact Person/Position	:	_____
Proponent Mailing Address	:	_____
Proponent Telephone No./Fax No.	:	_____
Proponent Email Address	:	_____
MMT Contact Person/Position	:	_____
MMT Mailing Address	:	_____
MMT Telephone No./Fax No.	:	_____
MMT Email Address	:	_____
EMB CASE HANDLER	:	_____

II. EXECUTIVE SUMMARY

REQUIREMENT		EVIDENCE	REMARKS
Validity of the ECC	Check for expiry conditions in the ECC <i>(usually related to date of ECC issuance vs. date of project implementation and period of implementation stoppage)</i>	Date of ECC issuance, proof of project implementation schedule/stoppage	
Compliance with ECC	Project coverage/limits/Components		
	Other sectoral requirements mandated by other agencies to be complied with		
	EMP and updates as deemed necessary	Presence of EMP	
	Conduct of compliance and impact self-monitoring	Records of compliance and impact monitoring	
	Multi-sectoral Monitoring (as may be required)	MOA signed by all parties, attendance sheets for meetings and other MMT activities, MMT Monitoring Reports	
	Regular reporting	Proof or receipt by EMB/DENR of written reports	
	Institutional arrangements necessary for implementation of environmental management measures		
	Standard DENR requirement on transfer of ownership	Appropriate legal document	
	Standard DENR requirement on abandonment		
Compliance with EMP	Construction/Contractor's Environmental Program	Relevant provisions in the contract and relevant proof of compliance	
	Social Development Program (SDP)	SDP provision in the EMP or SDP prepared after ECC issuance (if required in the ECC) and relevant proof of compliance	
	Contingency/Emergency Response Plan	Check for presence of specific provision in the EMP and relevant proof of compliance	
	Risk Management Program		
	Abandonment Plan (when applicable)		
	Environmental Monitoring Plan		
	Impact Mitigating Measures		

REQUIREMENT		EVIDENCE	REMARKS
Appropriate & effective environmental impact remedial actions or mitigation measures	In case of non-compliance w/ any of the prescribed environmental performance criteria and exceedances over any applicable environmental standards	Procedures or protocols (preferably written) & relevant documentation of specific cases	
	In case of unacceptable deterioration or degradation of vulnerable environmental media or adverse health and welfare impacts to human receptors		
Complaints Management	the complaint receiving set-up	Procedures or protocols (preferably written) & relevant documentation of specific cases	
	case investigation		
	implementation of corrective measures		
	communication with the complainant/public		
	Complaint documentation		
Realistic and sufficient budget for conducting the environmental monitoring and audit activities		Appropriate Financial Statement on the Project Operating Budget	
Accountability - qualified personnel are charged with the routine monitoring of the project activities in terms of education, training, knowledge and experience of the environmental team		Relevant Credentials of key environmental management personnel and appropriate organizational structure	

III. METHODOLOGY

Note: If project has no MMT, EMB to present its process of validation for Items A to D.

E. Evaluation of the MMT's process of Review and Validation of Proponent's Monitoring Report

F. Evaluation of the MMT's process of Validation of Water Quality (if confirmatory sampling is conducted.)

G. Evaluation of the MMT's process of Validation of Air Quality (if confirmatory sampling is conducted.)

H. Evaluation of the MMT's process of Validation of Hazardous Waste Management (if confirmatory sampling is conducted.)

IV. COMPLIANCE MONITORING RESULTS AND DISCUSSIONS

Note: If project has no MMT, EMB shall handle filling up the CMVR from the perspective of the EMB as a regulatory entity. EMB shall focus its validation and evaluation on the Proponent's CMR/SMR. It shall attach the accomplished CMVR and the Proponent's CMR/SMR to this CER.

A. Evaluation of the Status of Environmental Impact Management and Monitoring Plan Implementation

Directions: Upon reviewing the MMT Report as well as the Proponent's CMR, the EMB Case Handler shall summarize the problem areas with respect to the environmental Impact Management and Monitoring Plan Implementation in the following matrix.

Monitoring Objective	Env't'l Aspect	Env't'l Impact	Monitoring Parameter	Exceedances		Env't'l Mgmt. Measure	Recommendations (i.e. for further investigation, etc., endorsement to PAB)
				Standards/EIS Predictions	Current Results		

E. Confirmatory Sampling and Measurement

Directions: Upon reviewing the MMT Report as well as the Proponent's CMR, the EMB Case Handler, evaluates recommendation on for confirmatory sampling

Parameters Recommended by MMT for Confirmatory Sampling and Measurement	Justification	Case Handler's Evaluation	Recommendation (include units/agencies to be involved)

Tentative Date of Confirmatory Sampling : _____

F. Comments on Complaints Verification and Management

--

G. Other Remarks

--

Prepared by:

Case Handler

Date

Noted by:

Monitoring and Validation Section Chief

EIA Division Chief

Date

Date

Chemical Safety Management Checklist

Risk Management:

- 1) Regular evaluation of chemical handling risks which consider the hazards of the material and the likelihood of accidents/incidents and the potential for human and environmental exposure from release of the material
- 2) Implementation of chemical handling risk reduction measures
- 3) Investigation of the chemical accidents/incidents and implementation of preventive measures

Training

- 1) A program for providing guidelines and information for proper use, storage, transport and disposal of chemicals
- 2) Establishment of procedure and work practices for safe operating and maintenance activities

Handling and Storage

- 1) Documented procedures for inspection of leaks and visible defects of containers and facilities
- 2) Defined criteria for cleaning, decontamination of containers as well as other returnable/refillable bulk and semi-bulk containers, and for proper disposal of cleaning residues
- 3) A program for providing guidance and information to customers, distributors and other users on proper procedures for handling and storing chemicals and appreciation of Safety data sheets

Emergency Preparedness

- 1) A process for responding to accidents/incidents involving chemicals
- 2) Documented procedures for making information about the chemicals used available to response agencies – including training materials for emergency response
- 3) Provision of control processes and equipment during emergencies resulting from natural events, utility disruptions and other external conditions.

Annex 45: Sample Chain of Custody Form

Sample Chain of Custody Form

Type of Sample		Relinquished by	
Name of Sampler		Date/Time	
Date/Time of packing		Received by	
Number of samples		Relinquished by	
Sample IDs		Date/Time	
1	7	Received by	
2	8	Relinquished by	
3	9	Date/Time	
4	10	Received by	
5	11	Relinquished by	
6	12	Date/Time	
Name of Project		Received for lab by	
		Name of Lab	

Annex 46: Water Quality Sampling Report Template

Water Quality Monitoring Report

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INTRODUCTION

Objectives of Monitoring

{Identify the purpose of the monitoring, which will likely be for measuring baseline water quality conditions or as a means of ensuring compliance with environmental standards, ECC conditions and contractual requirements.}

The Sampling Team

{Identify who observed or participated in the activity, particularly MMT members if any were present.}

Procedure

{Cite the DENR Water Quality Sampling Manual as the principal reference for the sampling procedure.}

{Provide a short narrative of the sampling exercise, monitoring the time and date of important activities.}

Instruments and Methods

{Identify the water parameters to sample, the recommended sampling procedure for each parameter, and the relevant standards. Identify the regulation covering the standard, such as DAO 24 or PNSDW.}

Identify brand model and type of sampling instruments. Make reference to their calibration schedules and their consistency with standard sampling procedures recommended by the DENR.

Identify the Laboratory that supplied the sampling materials and performed the analysis. Mention that the laboratory is accredited to provide such services for all the parameters being sampled.}

Sampling Stations

{Prepare Table 1. Enumerate the sampling stations, making note that these stations were recommended in the environmental monitoring for the project. Point out the location of these stations relative to the project site in the vicinity map found in the annex. Identify the type of water sampled, whether river, marine, or groundwater}

Table 1. Sampling Stations.

Station Name	Location	Type and usage

Quality Control and Assurance

{Describe the protocols taken to ensure quality in the measurements and results, including the use of blanks, spiked samples, duplicates, or split samples.}

Safety and Security

{Recount any safety or security measures adopted particularly those that called for changes in the sampling design.}

Results

Project Activities during Sampling Period

{Discuss construction and other project activities that took place while monitoring was being conducted, noting those that may influence sampling results. Where necessary, prepare a table indicating the time and date of these activities.}

Natural Influences

{Characterize each source of water as to the following:

- **River water:** depth and flow conditions; type of bottom sediment (rocky, sandy, silt); surrounding vegetation and land use; flow rate or velocity if possible
- **Ocean water:** tidal amplitude and phase (based on tide table); wave conditions (whether calm, moderate or rough); bottom sediment (rocky, sandy, silt, coral); coastal habitat (coral, seagrass, mangrove, etc.); coastal land use
- **Groundwater:** type (natural spring, monitoring well, deep well, or shallow well); approximate flow rate

{Describe also the weather sampling, particularly the intensity of rainfall.}

Laboratory Results

{Should contain a copy of the form used by the laboratory for results of analysis. The name, address and contact number of the laboratory should be seen in the form. A signature of the person who conducted the analysis and a signature attesting to quality control by a superior should also be found in the form.}

Annex 47: Air Quality Monitoring Report Template

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Introduction

Objectives of Monitoring

{Identify the purpose of the monitoring, which will likely be for measuring baseline air quality conditions, or as a means of ensuring compliance with environmental standards, ECC conditions and contractual requirements.}

The Sampling Team

{Identify parties who observed or participated in the activity, particularly MMT members if any were present.}

Procedure

{Cite the DENR Air Monitoring Manual as the principal reference for the sampling procedure.}

{Provide a short narrative of the sampling exercise, monitoring the time and date of important activities.}

Instruments and Methods

{Identify the water parameters to sample, the recommended sampling procedure for each parameter, and the relevant standards. Identify the regulation covering the standard, DAO 2000-81).}

Identify brand, model and type of sampling instruments. Make reference to compliance with their calibration schedules as evidenced by the calibration report attached in the annex and their consistency with standard sampling procedures recommended by the DENR.

Identify the pollutants to sample, the recommended sampling procedure for each pollutant, the relevant standards, and the averaging time required for each standard. Make note of the appropriate section in the Clean Air Act covering the pollutant. Provide a brief summary of no more than two pages of the sampling procedure and method of analysis}

Sampling Stations

{Enumerate the sampling stations, making note that these stations were recommended in the environmental monitoring plan for the project. Point out the location of these stations relative to the project site in the vicinity map found in the annex. Describe the conditions at these stations in terms of the nearby receptors, their suitability in representing general air quality within the impact area, and any potential problems regarding their use, such as the presence of obstacles or hazards.}

Table 1. Sampling Stations.

Station Name	Location	Type and usage

Quality Control and Assurance

{Describe the measures taken to ensure quality in the measurements and results, including the use of blanks, spiked samples, duplicates, or split samples.}

Safety and Security

{Recount any safety or security measures adopted particularly those that called for changes in the sampling design.}

Results

Project Activities during Sampling Period

{Discuss construction and other project activities that took place while monitoring was being conducted, noting those that may influence sampling results. Where necessary, prepare a table indicating the time and date of these activities.}

Weather Conditions

{Discuss the meteorological conditions based on recorded observations. Include a table with the headings shown in Table 2.}

Table 2. Observed weather conditions during sampling.

Station	Date and Time	Temperature	Pressure	Wind Speed	Wind Direction	Cloudiness	Rain

Infer air quality within the impact area not covered by the sampling stations, as well as air quality during periods when no sampling was conducted, based on your assessment of project activities and weather conditions as well as the observations of residents.}

Concluding Remarks

General Findings

{Summarize main findings, reiterating critical results such as compliance or con-compliance with air pollution limits.}

Recommendations

{List possible solutions to the air quality issues identified, including opportunities to improve air quality. List also any changes that may be adopted to enhance the quality or success of the sampling exercise.}

References

List all journals, books, reports and other materials used in writing the report and interpreting the results. The Environmental Management Plan and the DENR Water Air Monitoring Manual must be among these references.

Consult a style guide for the format. All references cited in the text should appear in the list; all entries in this list should have been explicitly cited somewhere in the text.}

Annexes

{Separate each annex using a title page.}

Map of Sampling Stations

{Should be small enough to resolve only the impact area, but large enough to show the project site and the sampling stations in one page. Indicate scale and direction of north. Mark areas of importance such as population centers, protected areas, well-known historical places and other landmarks. A small regional map indicating the boundaries of the map of sampling stations may also be included as an inset in the same page.}

Equipment Calibration Reports

{Should be the most recent and should prove that the recommended calibration schedules have been complied with. There should be one report for each piece of air sampling equipment used.}

Photos

{Photos should show the sampling instruments in operation and any adjacent structures that may be used to mark the location of the station. Photos should also demonstrate compliance with sampling site selection criteria.}

Raw Data and Calculations

{All or a representative sample of the raw data and calculations used in arriving at the concentrations presented in the table of results should be attached. Include the Data Sheet for Noise Monitoring, calibration curves, flow rate readings, corrections for a Normal atmosphere, and references to constants used. This annex should allow a retracing of the results and concentrations reported from the instrument readings and laboratory reports.}

Laboratory Results

{Should contain a copy of the form used by the laboratory for results of analysis. The name, address and contact number of the laboratory should be seen in the form. A signature of the person who conducted the analysis and a signature attesting to quality control by a supervisor should also be found in the form.}

Annex 48: Noise Monitoring Data Sheet

Data Sheet for Noise Monitoring				
Name of Project			Station	
Day	Date	Time of first reading	Time of last reading	
Wind Direction	Wind Speed, m/s	Temperature, °C	Relative Humidity, %	
Sources of Noise /other observations:				
Name and signature of observer				

[illegible]

Noise Level (dBA)	Tally of Noise Level																				Frequency of the Noise Level	Cumulative Frequency of the Noise Levels
61																						
60																						
59																						
58																						
57																						
56																						
55																						
54																						
53																						
52																						
51																						
50																						
49																						
48																						
47																						
46																						
45																						
44																						
43																						
42																						
41																						
40																						
Results:	L10:										L50:										L90:	

Procedure in tallying and computing noise levels

1. Take 50 successive instantaneous readings at 10-second intervals. Ignore values that may occur between readings.
2. Tally each occurrence (write "1") of a noise level in the columns provided.
3. Count the number or frequency of occurrences of each noise level and write down in the second-to-last column of the Data Sheet.
4. Calculate the cumulative frequencies from the highest level to the lowest and write them down the last column.
5. Take the average of the fifth and sixth highest reading and write down the result in the box labeled L10.
6. Do the same for L50 (average of the 25th and 26th highest reading) and L90 (average of the 45th and 46th highest reading).

Annex 49: Republic Act 10752

Annex 50: Implementing Rules and Regulations for RA 10752

Annex 51: Template Terms of Reference for Property Appraisal Services Pursuant to RA No. 10752

TEMPLATE TERMS OF REFERENCE FOR PROPERTY APPRAISAL SERVICES PURSUANT TO RA NO. 10752

As basis for the procurement of the services of a Government Financial Institution (GFI) or Independent Property Appraiser (IPA) to determine the appropriate price of properties to be offered to the property owner through negotiated sale under Section 6 of the Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 10752 (The Right-of-Way Act), the GFI/IPA shall provide the appraisal services for the purpose of acquisition of private properties for national government project under this Terms of Reference (TOR):

1. Background:

- *Insert a brief description and map of the project for which the Right-of-Way (ROW) is required.*
- *Insert the Parcellary Survey Report for the project indicting the properties affected by the ROW.*

2. Objectives of the Services *(Include all that apply):*

- To determine the fair market value of the land, the replacement cost of structures/improvements, and the fair market value of crops and trees in the properties described above as affected by the ROW requirement of the said project
- To recommend the appropriate price offer for negotiated sale of the affected properties based on the above.
- To provide technical assistance, if necessary, to the IA on the negotiation proceedings, including possible administrative and judicial processes.

3. Desired Outputs- The GFI/IPA is expected to deliver to the IA an Appraisal Report that contains the following *(Include all that apply):*

- Estimated market value of the land under consideration.
- Estimated replacement cost of structures and improvements therein.
- Estimated market value of crops and trees therein.
- Recommended total price offer for negotiated sale for the properties affected.
- Other reports/ advisories as needed in the negotiation proceedings.

The Appraisal Report must be signed by a real property appraiser or valuer duly licensed the Professional Regulation Commission (PRC) and registered with the Professional Regulatory Board of Real Estate Service (PRBRES) pursuant to RA No. 9496 (Real Estate Service Act of the Philippines, 2009).