



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS  
OFFICE OF THE SECRETARY  
MANILA

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DEPARTMENT ORDER )

NO. **268** )

Series of 2003 *January 10-13-03*

SUBJECT : CREATION OF THE SOCIAL AND  
ENVIRONMENTAL MANAGEMENT  
EXECUTIVE COMMITTEE (SEMEC)

In order for the Department to effectively and efficiently integrate social and environmental concerns into the project cycle of infrastructure development and provide feedback mechanism in the implementation of the Social and Environmental Management System Operations Manual prescribed under Department Order No. 245, series of 2003, a Social and Environmental Management Executive Committee (SEMEC) is hereby created in the Department with the following composition:

- |  |   |                  |
|--|---|------------------|
| 1. Asst. Secretary for Planning                      | - | Chairperson      |
| 2. Director, Planning Service                        | - | Vice Chairperson |
| 3. Director, Bureau of Research and Standards        | - | Member           |
| 4. Director, Bureau of Construction                  | - | Member           |
| 5. Director, Administrative & Manpower Mngt. Service | - | Member           |
| 6. Director, Monitoring and Information Service      | - | Member           |
| 7. Director, Bureau of Design                        | - | Member           |
| 8. Director, Bureau of Maintenance                   | - | Member           |
| 9. Director, PMO-IBRD                                | - | Member           |
| 10. Director, PMO-ADB                                | - | Member           |
| 11. Director, PMO-PJHL                               | - | Member           |
| 12. Director, IROW Task Force                        | - | Member           |

To assist the Committee, a Social and Environmental Management Working Group (SEMWG) and Secretariat are also hereby constituted, both to be headed by the Project Manager of the EIAP0 with the Assistant Directors of the Bureaus, and PMOs and staff of the Services represented in the SEMEC, as members of the SEMWG.

The SEMEC shall ensure that lessons from the field implementation of the Social and Environmental Management System Manual are duly recorded, reported and relayed to the management. The Committee shall manage these lessons for purposes of devising more appropriate policies, guidelines, and/or procedures to improve the field implementation process and to help institutionalize the Social and Environmental Management System of the Department. The specific functions of the SEMEC and the SEMWG are spelled out in Annex "A" of this Department Order.

The SEMEC will meet at least quarterly, with its first meeting to be held within the third quarter of this year.

This Department Order shall take effect immediately.

  
FLORANTE SORIQUEZ  
Acting Secretary

## **ANNEX A**

### **Composition of the Social and Environmental Executive Committee (SEEC)**

Chair : Assistant Secretary for Planning

Vice-Chair : Director, Planning Service

Members:

1. Director, Bureau of Research and Standards
2. Director, Bureau of Construction
3. Director, Administrative and Management Support Service
4. Director, Management Information Service
5. Director, Bureau of Design
6. Director, Bureau of Maintenance
7. Director, IBRD-PMO
8. Director, ADB-PMO
9. Director, PJHL-PMO
10. Director, IROW-PMO

Secretariat: Project Manager, EIAP0

### **Major Functions of the SEEC**

1. Discuss the field implementation issues and problems experienced by major programs and/or projects (viz., NRIMP, Sixth ADB, 25<sup>th</sup> Yen Package) which have adopted the new social and environmental thrusts of the Department.
2. Determine critical lessons that have implications for program/project improvement and policy change or development.
3. Make timely decisions and take necessary actions to resolve immediate issues and problems stemming from the field implementation of the integrated thrust.
4. Identify and recommend appropriate guidelines and/or procedures for improved project identification, design, implementation, and budgeting (especially for RAP), including intra-agency and inter-agency cooperation and collaboration.
5. Identify, recommend, and review policy amendments and/or new policies that need to be in place to facilitate and support the implementation of the new social and environmental thrusts of the Department.

### **Major Functions of the Secretariat**

1. Convene the meetings and related activities of the SEEC as needed.
2. Organize and mobilize the SEWG to assist the SEEC.
3. Plan, coordinate and manage the tasks of the SEWG.