



Republic of the Philippines  
Department of Environment and Natural Resources

Document Action Tracking System  
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Document No: DENRCO - PPS PSD-2022-000088

Print Date: Wednesday, March 30, 2022

Sender: Amaro, Marcial C.

Address: Office of the Assistant Secretary for Policy, Planning and Foreign-Assisted and Special Projects  
Visayas Avenue, Diliman, Quezon City

Subject: MEMO DTD 03/30/2022 FOR ALL RE: DRAFT MANUAL OF AUTHORITIES ON TECHNICAL MATTERS

Addressee(s): AS - Records Management Division (DENRCO - AS RMD)

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Date/Time Received: 03/30/2022 01:56:00 PM

ROUTING AND ACTION INFORMATION				
FROM	DATE/TIME RECEIVED	FOR/TO	DATE/TIME RELEASED	ACCEPTANCE REMARKS/ACTION REQUIRED/TAKEN REMARKS/STATUS
	03/30/2022 01:53:00 PM	DENRCO - PPS PSD		
DENRCO - PPS PSD		DENRCO - AS RMD	03/30/2022 01:53:00 PM	



Republic of the Philippines  
Department of Environment and Natural Resources  
Visayas Avenue, Diliman, 1100 Quezon City  
Tel. Nos. (632) 929-6626 to 69, (632) 929-6252  
929-6620; 929-6633 to 35; 929-7041 to 43  
Website: [www.denr.gov.ph](http://www.denr.gov.ph)

**MEMORANDUM**

TO : All Bureau Directors  
All Regional Executive Directors  
The Executive Director, PCSD

FROM : The Assistant Secretary for Policy, Planning, and Foreign Assisted and  
Special Projects and Director, FMB in Concurrent Capacity

SUBJECT : **DRAFT MANUAL OF AUTHORITIES FOR TECHNICAL  
MATTERS**

DATE : 30 MAR 2022

This is in reference with the draft Manual of Authorities for Technical Matters which was presented during the 1<sup>st</sup> Quarter DENR Management Conference dated 28 March 2022 at the Marco Polo Plaza, Cebu City. The conference was conducted virtually via Zoom and In-Person Hybrid meeting.

In this regard and as per agreement during the management conference, the content and provisions of the draft Manual will be subjected for vetting of all Regional Directors, Bureau Directors and concerned Offices cited therein.

Attached is the draft Manual of Authorities for your consideration and approval, please. We would appreciate receiving your concurrence and/or comments on or before **6 April 2022 (Wednesday)**. Please take note that, if we do not received any comments or response from your Office, we will consider it as your concurrence to the proposed Manual of Authorities for Technical Matters and that it is ready for endorsement to the Office of the Acting Secretary for signature.

You may also email us an advance copy of your response at [odpps@yahoo.com](mailto:odpps@yahoo.com), copy furnished [psddivision@gmail.com](mailto:psddivision@gmail.com).

For your immediate and appropriate action, please.

  
MARCIAL C. AMARO, JR., CESO II



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**Department of Environment and Natural Resources**  
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**Republic of the Philippines**  
**Department of Environment and Natural Resources**  
Visayas Avenue, Diliman, Quezon City  
Tel. Nos. (02) 8920-0689 / 8925-8275 / 0917-885-3367 / 0917-868-3367  
Website: <http://www.denr.gov.ph> / E-mail: [web@denr.gov.ph](mailto:web@denr.gov.ph)

**DENR ADMINISTRATIVE ORDER**  
**NO. 2022 - \_\_\_\_\_**

**SUBJECT : REVISED DENR MANUAL OF AUTHORITIES ON  
TECHNICAL MATTERS**

Pursuant to Executive Order No. 366 entitled "Directing a Strategic Review of the Operations and Organizations of the Executive Branch and Providing Options and Incentives for Government Employees Who may be Affected By the Rationalization of the Functions of the Agencies of the Executive Branch" and to effectively implement the new DENR Organizational Structure in its regional and field offices and further simplify and facilitate transactions regarding technical matters, DENR Administrative Order (DAO) No. 2016-07, otherwise known as the DENR Manual of Authorities on Technical Matters, is hereby amended for the guidance of all concerned.

All Offices of the DENR, including its bureaus, attached agencies, foreign-assisted and special projects and programs and field offices shall adhere to the provisions of this Revised Manual which forms part of this Order.

This Order supersedes DAO No. 2016-07 and all other orders and circulars inconsistent herewith involving delegated authority.

This Order shall take effect fifteen (15) days after its publication in a newspaper of general circulation and upon acknowledgment of receipt of a copy thereof by the Office of the National Administrative Register, UP Law Center.

**JIM O. SAMPULNA**  
Acting Secretary



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# REVISED MANUAL OF AUTHORITIES

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**DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES**

Visayas Avenue, Diliman Quezon City

(02) 8920-0689 / 8925-8275 / 0917-885-3367 / 0917-868-3367

E-mail: [web@denr.gov.ph](mailto:web@denr.gov.ph); Website: [www.denr.gov.ph](http://www.denr.gov.ph)

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# **MANUAL OF AUTHORITIES**

## **GENERAL PROVISIONS**

### **OBJECTIVE:**

This Manual shall define the limits of authority at various levels of management from the Secretary to the lowest levels of supervision. For areas with no CENRO, the implementing PENRO shall be the approving authority. All other authorities not included in this Manual remain with the Secretary unless otherwise delegated.

However, the exercise of authority, even if delegated, shall remain the prerogative of the Secretary.

## **MANUAL OF AUTHORITIES**

### **DEFINITION OF AUTHORITIES:**

The action of approving authorities provided in this Manual implies that all necessary review and recommendatory actions have been completed. In cases where further approval of higher authorities and agencies external to the Department is necessary, the signature of approving authorities listed in the Manual should not be taken to mean final approval.

# **MANUAL OF AUTHORITIES**

## **DELEGATED AUTHORITY**

Delegated authority set forth in this Manual cannot be further delegated without prior approval of the Secretary or the President of the Philippines in cases where authority is delegated to the Secretary.

The authority pertains to the position rather than the person and is consistent with the approved structure of the Department. In the absence of the authorized incumbent, authority passes to his/her authorized replacement. In the absence of an authorized replacement, authority reverts to the immediate supervisor.

Authority granted to each position is limited to transactions within its areas of responsibility, consistent with the Department policies and government rules and regulations.

## ACRONYMS

<b>ATC</b>	Authority to Close
<b>BMB</b>	Biodiversity Management Bureau
<b>CAA</b>	Philippine Clean Air Act of 1999
<b>CARP</b>	Comprehensive Agrarian Reform Program
<b>CBFMA</b>	Community Based Forest Management Agreement
<b>CCO</b>	Chemical Control Order
<b>CDMP</b>	Comprehensive Development Management Plan
<b>CDO</b>	Cease and Desist Order
<b>CDM</b>	Clean Development Mechanism
<b>CEMCRR</b>	Certificate of Environmental Management and Community Relations Records
<b>CENRO</b>	Community Environment and Natural Resources Office/r
<b>CITES</b>	Convention on International Trade in Endangered Species of Wild Fauna and Flora
<b>CLRFSC</b>	Contingent Liability Rehabilitation Fund Steering Committee
<b>CRMf</b>	Community Resource Management Framework
<b>CS</b>	Certificate of Stewardship
<b>CWR</b>	Certificate of Wildlife Registration
<b>DAO</b>	DENR Administrative Order
<b>DENRO</b>	Deputy Environment and Natural Resources Officer
<b>DMO</b>	DENR Memorandum Order
<b>DMPF</b>	Declaration of Mining Project Feasibility
<b>DNA</b>	Designated National Authority
<b>ECA</b>	Environmentally Critical Areas
<b>ECC</b>	Environmental Compliance Certificate
<b>EIS</b>	Environmental Impact Statement
<b>EMB</b>	Environmental Management Bureau
<b>EMB RD</b>	Environmental Management Bureau Regional Director
<b>EO</b>	Executive Order
<b>EP</b>	Exploration Permit
<b>EPEP</b>	Environmental Protection and Enhancement Program

<b>ERDB</b>	Ecosystems Research and Development Bureau
<b>ERDS</b>	Ecosystems Research and Development Service
<b>FLAg</b>	Forest Land Use Agreement
<b>FLAg-T</b>	Forest Land Use Agreement for Tourism
<b>FLGMA</b>	Forest Land Grazing Management Agreement
<b>FLGMP</b>	Forest Land Grazing Management Plan
<b>FLO</b>	Formal Lifting Order
<b>FMB</b>	Forest Management Bureau
<b>FMRDP</b>	Final Mine Rehabilitation and Decommissioning Program
<b>FNSP</b>	Field Network Survey Parties
<b>FTAA</b>	Financial or Technical Assistance Agreement
<b>GPS</b>	Global Positioning System
<b>GSQP</b>	Government Seabed Quarry Permit
<b>IAOP</b>	Integrated Annual Operations Plan
<b>IEE</b>	Initial Environmental Examination
<b>IFMA</b>	Integrated Forest Management Agreement
<b>ISAG</b>	Industrial Sand and Gravel
<b>JVA</b>	Joint Venture Agreement
<b>LEP</b>	Land Evaluation Party
<b>LGU</b>	Local Government Unit
<b>LMB</b>	Land Management Bureau
<b>MC</b>	Memorandum Circular
<b>MGB</b>	Mines and Geosciences Bureau
<b>MGB RD</b>	Mines and Geosciences Bureau Regional Director
<b>MOA</b>	Memorandum of Agreement
<b>MPP</b>	Mineral Processing Permit
<b>MPSA</b>	Mineral Production Sharing Agreement
<b>NAAQSSAPIS</b>	National Ambient Air Quality Standards for Source specific Air Pollutants for Industrial Source
<b>NAMRIA</b>	National Mapping and Resource Information Authority
<b>NESSAP</b>	National Emission Standards for Source Specific Air Pollutants
<b>NIPAS</b>	National Integrated Protected Areas System

<b>NOV</b>	Notice of Violation
<b>ODS</b>	Ozone Depleting Substance
<b>OSSC</b>	One-Stop-Shop Committee
<b>P/CMRB</b>	Provincial/City Mining Regulatory Board
<b>PAB</b>	Pollution Adjudication Board
<b>PAMB</b>	Protected Area Management Board
<b>PASu</b>	Protected Area Superintendent
<b>PCL</b>	Priority Chemical List
<b>PCO</b>	Pollution Control Officer
<b>PCSD</b>	Palawan Council for Sustainable Development
<b>PD</b>	Presidential Decree
<b>PEIR</b>	Potential Environmental Impact Report
<b>PEMO</b>	Provincial Environmental Management Officer
<b>PENRO</b>	Provincial Environment and Natural Resources Office/r
<b>PEPP</b>	Philippine Environmental Partnership Program
<b>PMPIN</b>	Pre-Manufacturing and Pre-Importation Notification
<b>PTO</b>	Permit to Operate
<b>QP</b>	Quarry Permits
<b>R&amp;D</b>	Research & Development
<b>RDE</b>	Research and Development and Extension
<b>SDENRO</b>	Special Deputy Environment and Natural Resources Officer
<b>SDMP</b>	Social Development and Management Program
<b>SEP</b>	Special Exploration Permit
<b>SIFMA</b>	Socialized Integrated Forestry Management Agreement
<b>SLUP</b>	Special Land Use Permit
<b>SMEP</b>	Special Minerals Extraction Permit
<b>SMP</b>	Special Mines Permit
<b>SMR</b>	Self-Monitoring Report
<b>SPLTP</b>	Special Private Land Timber Permit
<b>SQI</b>	Small Quantity Importation
<b>SSMP</b>	Small-Scale Mining Permits
<b>TLO</b>	Temporary Lifting Order



<b>TPSA</b>	<b>Timber Production Sharing Agreement</b>
<b>TSD</b>	<b>Treatment, Storage and Disposal</b>
<b>TSI</b>	<b>Timber Stand Improvement</b>
<b>USEC</b>	<b>Undersecretary</b>
<b>UTM</b>	<b>Universal Transverse Mercator</b>
<b>WCP</b>	<b>Wildlife Collector's Permit</b>
<b>WFP</b>	<b>Wildlife Farm Permit</b>
<b>WGP</b>	<b>Wildlife Gratuitous Permit</b>
<b>WMP</b>	<b>Watershed Management Plan</b>
<b>WPP</b>	<b>Wood Processing Plant</b>

## MANUAL OF AUTHORITIES

SUBJECT: LICENSES, PATENTS AND DEEDS		
Cutting/Harvesting Permits		
ACTIVITY	LIMITS OF AUTHORITY	APPROVING/ISSUING AUTHORITY
1. Issuance of Rattan Cutting Contract/License	Negotiated Contracts	Regional Executive Director (RED)
	Original and Bidded Contracts	RED
	Renewal	Provincial Environment and Natural Resources Officer (PENRO)
2. Issuance of Muyong Resource Permit <sup>1</sup>		PENRO
3. Issuance of Special Tree Cutting Permit (STCP)/Special Tree Cutting/Earth-balling Permit (STC/EP)/for the Cutting/Earth-balling of trees within forestlands  <i>Forest land – includes all classified and unclassified public forest, permanent forest, or forest reserves, and forest reservations</i>	Naturally grown trees (Exempted from E.O. No. 23, s. 2011 <sup>2</sup> ) and Infested/Dead trees <sup>3</sup>	RED
	Planted Trees covered by existing tenure instruments <sup>4</sup>	Cutting/harvesting permit not required
	Trees within reservations, and areas (within forestlands) proclaimed as resettlement areas and economic zones	RED
4. Issuance of Tree Cutting Permit for trees posing danger to human lives, limbs and/or property in public places		Community Environment and Natural Resources Officer (CENRO)/ Implementing PENRO/RED in the case of NCR

<sup>1</sup> Per DMC No. 1996-02 (Interim Guidelines Governing the Issuance of "Muyong Resources Permit" in the Province of Ifugao)

<sup>2</sup> Memorandum from Executive Secretary Paquito N. Ochoa, Jr. dated 20 October 2011

<sup>3</sup> Per DAO No. 2000-50 (Rules and Regulations Governing Sanitation Cutting on Pest-Infested Forests)

<sup>4</sup> No cutting/ harvesting permit shall be required but all harvesting should be done in accordance/ consistent with approved Comprehensive Development Management Plan (CDMP), Integrated Operations Plan, 5-Year Operations Plan, affirmed Community Resource Management Framework (CRMF), and approved 5-Year Work Plan in case of CBFMA

## MANUAL OF AUTHORITIES

<b>SUBJECT: LICENSES, PATENTS AND DEEDS</b>		
<b>Cutting/Harvesting Permits</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
5. Issuance of Special Tree Cutting Permit (STCP)/Special Tree Cutting/Earthballing Permit (STC/EP) for the Removal and Relocation of Trees affected by DPWH Projects and other NGAs <sup>5</sup>	Trees affected by the construction of roads, bridges, flood control, and other infrastructure duly certified as government projects of the DPWH and other NGAs	CENRO/Implementing PENRO
6. Issuance of Tree Cutting Permit for trees within public places	Trees affected within plaza, public parks, school premises, or any other public places, or along common areas in subdivisions	CENRO/Implementing PENRO/ RED in case of NCR
7. Issuance of Tree Cutting Permit for trees within recognized Sustainable Traditional Indigenous Forest Management Systems and Practices (STIFRMSP) areas <sup>6</sup>	Planted trees	CENRO/Implementing PENRO
	Naturally Grown Trees - 50.00 cu.m. and above	Undersecretary for Field Operations
	- Less than 50.00 cu.m	RED
8. Issuance of Ordinary Minor Forest Products Permit	Cutting/harvesting/collecting of other Non-Timber Forest Products (NTFP) within Forest Lands <sup>7</sup>	RED
9. Issuance of Special Private Land Timber Permit (SPLTP)/Private Land Timber Permit (PLTP) for cutting of trees within Titled/Private Lands	Naturally grown trees	RED
	Planted Trees (not tree plantation)	CENRO/Implementing PENRO

<sup>5</sup> Pursuant to DAO No. 2018-16 (Guidelines in the Processing and Issuance of Permits on the Removal and Relocation of Trees affected by DPWH Projects and DAO No. 2020-06 (Amending Certain Provisions of DAO No. 2018-16)

<sup>6</sup> Recognized and affirmed STIFRMSP based on Joint DENR-NCIP Administrative Order No. 2008-01

<sup>7</sup> All other licenses, permits and other instruments giving authority to cut/harvest, gather, or collect non-timber forest products other than rattan, gums, resins, oils, and exudates, and bamboo shall be identified as an "Ordinary Minor Forest Products Permit". Production of NTFP is already integrated in the Development and Management Plans of existing tenure instruments (e.g. CRMF, CDMP, etc.). No cutting/harvesting permit shall be required for NTFP coming from Alienable and Disposable Lands.

\*Cutting of Trees within Alienable and Disposable Lands/Titled/Private Lands does not require Cutting Permit

## MANUAL OF AUTHORITIES

<b>SUBJECT: LICENSES, PATENTS AND DEEDS</b>		
<b>Cutting/Harvesting Permits</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
10. Issuance of Certificate of Bamboo Plantation Registration	Cutting/harvesting of bamboo within Forest lands, Mineral lands, Agricultural lands (Alienable and Disposable lands), Titled/Private Lands	CENRO/Implementing PENRO
11. Issuance of Tapping, Extraction, Collection Permit (TECP)	Tapping, Extraction, Collection of Gums, Resins, Oil, and Exudates	RED
12. Issuance of Private Tree Plantation Registration (PTPR)		CENRO/Implementing PENRO

## MANUAL OF AUTHORITIES

<b>SUBJECT: LICENSES, PATENTS AND DEEDS</b>		
<b>Transport of Forest Products</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
1. Issuance of Certificate of Timber Origin/Lumber Origin	Logs and lumber	Community Environment and Natural Resources Officer (CENRO)/ Implementing Provincial Environment and Natural Resources Officer (PENRO)/Regional Executive Director (RED) for National Capital Region (NCR) with confirmation from Forest Management Bureau <sup>8</sup>
2. Issuance of Certificate of Origin	Veneer and other forest-based products	CENRO/Implementing PENRO
	Any forest products, raw or in finished form, except wildlife	
3. Issuance of Certificate of Non-Timber Forest Product Origin (in forestlands)		CENRO/Implementing PENRO
4. Issuance of Certificate of Verification (CoV)	Any wood or non-wood forest products within Private/Titled lands/Tax declared Alienable and Disposable lands	CENRO/Implementing PENRO/RED in the case of NCR
5. Issuance of Certificate of Transshipment	Any forest products, raw or in finished form except wildlife	CENRO/Implementing PENRO/RED (in the case of NCR) where the forest product is emanating for transshipment
6. Issuance of Certificate of Bamboo Plantation Registration	Transport of bamboo from registered plantations	CENRO/Implementing PENRO

<sup>8</sup> Pursuant to DAO No. 2007-31 "Amending certain provisions of DAO 1994-07, and prescribing the use of computer-generated Certificate of Timber Origin (CTO) and Certificate of Lumber Origin (CLO) forms"

## MANUAL OF AUTHORITIES

<b>SUBJECT: LICENSES, PATENTS AND DEEDS</b>		
<b>Transport of Forest Products</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
7. Issuance of Certificate of Origin (CO) of Gums, Resins, Oils, and Exudates with authenticated copy of Tapping, Extraction, Collection Permit (TECP)	Transport of Gums, Resins, Oils, and Exudates	CENRO/Implementing PENRO
8. Issuance of Wood Charcoal Production Permit (WCPP) <sup>9</sup>	Certification that the process and sustainable production of wood charcoal is permitted which may also serve as transport permit. (For persons/entities/groups undertaking wood charcoal processing and production)	CENRO/Implementing PENRO
9. Issuance of Wood Charcoal Transport Permit (WCTP)	Conveyance/delivery of wood charcoal intended for retail or personal use outside municipalities/cities (For traders, merchants, middlemen, buyers of wood charcoal)	CENRO/Implementing PENRO
10. Issuance of Transport Certificate	Transport of logs and tree derivatives from private tree plantations registered under PTPR, and from forest lands covered with tenure agreements	Third-party tree plantation certifier

<sup>9</sup> Pursuant to DAO No. 2022-05 or the "Rules and Regulations on Wood Charcoal"



## MANUAL OF AUTHORITIES

<b>SUBJECT: LICENSES, PATENTS AND DEEDS</b>		
<b>Chainsaw</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
1. Issuance of related permits on chainsaw <sup>10</sup>	Permit to Purchase or Import	Regional Executive Director (RED)/Palawan Council for Sustainable Development (PCSD) Executive Director in the case of the Province of Palawan
	Permit to manufacture	Community Environment and Natural Resources Officer (CENRO)/Implementing Provincial Environment and Natural Resources Officer (PENRO)/RED in the case of NCR/PCSD Executive Director in the case of the Province of Palawan
	Permit to sell, re-sell, dispose, distribute, and/or transfer of ownership	CENRO/Implementing PENRO/RED in the case of NCR/PCSD Executive Director in the case of the Province of Palawan
	Certificate or Registration of Chainsaw (New and Renewal)	CENRO/Implementing PENRO/RED in the case of NCR/PCSD Executive Director in the case of the Province of Palawan
	Authority to lease, rent or lend Chainsaw	CENRO/Implementing PENRO/RED in the case of NCR/PCSD Executive Director in the case of the Province of Palawan
2. Revocation of related permits on Chainsaw	Revocation of: - Permit to purchase or import	RED/PCSD Executive Director in the case of the Province of Palawan

<sup>10</sup> DAO No. 2003-24 dated 30 June 2003, "Implementing Rules and Regulations of the Chainsaw Act of 2002 (R.A. 9175) entitled "An Act Regulating the Ownership, Possession, Sale, Importation and Use of Chainsaws, Penalizing Violations Thereof and for Other Purposes".

## MANUAL OF AUTHORITIES

<b>SUBJECT: LICENSES, PATENTS AND DEEDS</b>		
<b>Chainsaw</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
	- Certificate or Registration of Chainsaw; Permit to manufacture; Permit to sell, re-sell dispose, distribute, and/or transfer of ownership; and Authority to lease, rent or lend chainsaw	PENRO/RED for NCR/PCSD Executive Director in the case of the Province of Palawan

## MANUAL OF AUTHORITIES

<b>SUBJECT: LICENSES, PATENTS AND DEEDS</b>		
<b>Exportation/Importation of Forest Products</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
1. Issuance of related permits on exportation of forest products	Export Authority <sup>11</sup> - Plantation log - Lumber from planted trees - Finished wood products - Finished non-timber forest products - Non-timber Forest Products	Regional Executive Director (RED)
	Export Compliance Certificate - Plantation log - Lumber from planted trees - Finished wood products	Community Environment and Natural Resources Officer (CENRO)/ Implementing Provincial Environment and Natural Resources Officer (PENRO)/RED in the case of NCR
2. Issuance of Import Authority (Certificate of Registration as Importer)	Importation of Forest Products based on the 2017 AHTN Codes: <b>44.01</b> – Fuel wood, in logs, in billets, in twigs, in faggots or in similar forms; wood in chips or particles; sawdust and wood waste and scrap, whether or not agglomerated in logs, briquettes, pellets, or similar forms <b>44.02</b> – Wood charcoal (including shell or nut charcoal), whether or not agglomerated <b>44.03</b> – Wood in the rough, whether or not stripped of bark or sapwood, or roughly squared	RED

<sup>11</sup> Exportation of all forest products shall be subject to the List of Prohibited and Regulated Products for Export per Bureau of Customs (BOC)

## MANUAL OF AUTHORITIES

SUBJECT: LICENSES, PATENTS AND DEEDS		
Exportation/Importation of Forest Products		
ACTIVITY	LIMITS OF AUTHORITY	APPROVING/ISSUING AUTHORITY
	<p><b>44.04</b> – Hoopwood; split poles; piles, pickets and stakes of wood, pointed but not sawn lengthwise; wooden sticks, roughly trimmed but not turned, bent or otherwise worked, suitable for the manufacture of walking sticks, umbrellas, tool handles or the like; chipwood and the like</p> <p><b>44.05</b> – Wood wool; wood flour</p> <p><b>44.06</b> – Railway or tramway sleepers (cross-ties) of wood</p> <p><b>44.07</b> – Wood sawn or chipped lengthwise, sliced or peeled, whether or not planed, sanded or end-jointed, of a thickness exceeding 6mm</p> <p><b>44.08</b> – Sheets for veneering (including those obtained by slicing laminated wood), for plywood or for similar laminated wood and other wood, sawn lengthwise, sliced or peeled, whether or not planed, sanded, spliced or end-jointed, of a thickness not exceeding 6mm</p> <p><b>44.09</b> – Wood (including strips and friezes for parquet flooring, not assembled) continuously shaped (tongued, grooved, rebated, chamfered, V-jointed, beaded, moulded, rounded or the like) along any of its edges, ends or faces, whether or not planed, sanded or end-jointed</p>	

## MANUAL OF AUTHORITIES

SUBJECT: LICENSES, PATENTS AND DEEDS		
Exportation/Importation of Forest Products		
ACTIVITY	LIMITS OF AUTHORITY	APPROVING/ISSUING AUTHORITY
	<p><b>44.10</b> – Particle board, oriented strand board (OSB), and similar board (e.g., waferboard) of wood or other ligneous materials, whether or not agglomerated with resins or other organic binding substances</p> <p><b>44.11</b> – Fiberboard of wood or other ligneous materials, whether or not bonded with resins or other organic substances.</p> <p>- Medium Density Fiberboard (MDF)</p> <p><b>44.12</b> – Plywood, veneered panels and similar laminated wood, blockboard, laminboard and battenboard</p> <p><b>44.13</b> – Densified wood, in blocks, plates, strips or profile shapes</p> <p><b>47.01</b> – Mechanical wood pulp</p> <p><b>47.02</b> – Chemical wood pulp, dissolving grades</p> <p><b>47.03</b> – Chemical wood pulp, soda or sulphate, other than dissolving grades</p> <p><b>47.04</b> – Chemical wood pulp, sulphite, other than dissolving grades</p> <p><b>47.05</b> – Wood pulp obtained by a combination of mechanical and chemical pulping processes</p>	

## MANUAL OF AUTHORITIES

<b>SUBJECT: LICENSES, PATENTS AND DEEDS</b>		
<b>Forest Product Processing</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
1. Issuance of Wood Processing Plant Permit for: <ul style="list-style-type: none"> <li>- Regular Sawmill</li> <li>- Mini-Sawmill</li> <li>- Portable Sawmill</li> <li>- Re-sawmill</li> <li>- Woodchip Mill</li> <li>- Integrated Wood Processing Plant<sup>12</sup></li> <li>- Veneer Plant</li> <li>- Wood Treatment Plant</li> <li>- Plywood/Plyboard Plant</li> <li>- Wood Composites Plant (blockboard, fiberboard, particleboard, strandboard, flakeboard, paperboard)</li> </ul>	New	Undersecretary for Field Operations
	Renewal	Regional Executive Director (RED)
	Expansion <sup>13</sup>	RED
	Transfer of location of WPP - From one region to another region	Undersecretary for Field Operations
	- Within the region	RED
	Replacement/installation of additional accessories	RED
2. Approval of Milling/Treating Agreement		RED
3. Approval of Log Supply Contract		RED
4. Issuance of Lumber Dealer Permit	New/Renewal	RED
5. Issuance of Rattan Processing Plant Permit	New/Renewal	RED

<sup>12</sup> Integrated Wood Processing Plant is a collective term referring to a wood processing plant which has a capacity to process two or more products catering to two or more levels in the supply chain (e.g., plantation to logs to lumber/veneer and other semi-finished and finished products)

<sup>13</sup> Expansion shall mean increase in operations either by increase in production capacity or expansion of existing WPP area, which shall also mean amendment on the ECC issued.



## MANUAL OF AUTHORITIES

<b>SUBJECT: LICENSES, PATENTS AND DEEDS</b>		
<b>Tenurial Instruments for Forestry</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
Issuance of Tenurial Instrument	Community-Based Forest Management Agreement (CBFMA)	Regional Executive Director (RED)
	CBFMA Area Expansion <sup>14</sup>	RED
	Certificate of Stewardship <sup>15</sup>	Community Environment and Natural Resources Officer/Implementing Provincial Environment and Natural Resources Officer
	Forest Land Grazing Management Agreement (FLGMA)	RED
	Integrated Forest Management Agreement (IFMA)	RED
	Socialized Industrial Forest Management Agreement (SIFMA)	RED
	Forest Land Use Agreement for Tourism (FLAgT) Purposes	RED
	Forest Land Use Agreement (FLAg)	RED
	Special Land Use Permit (SLUP)	RED

<sup>14</sup> Pursuant to DAO 2021-42 or the Guidelines on the Processing of Applications for Expansion of Areas Under Community-Based Forest Management Agreement (CBFMA) to Cover Adjacent Untenured Areas within Forestlands

<sup>15</sup> The issuance of Certificate of Stewardship Contracts (CSC) is limited only within areas under a Community-Based Forest Management Agreement (CBFMA) to members of the People's Organization granted with CBFMA.

## MANUAL OF AUTHORITIES

<b>SUBJECT: LICENSES, PATENTS AND DEEDS</b>		
<b>Tenurial Instruments for Forestry</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
	<b>Gratuitous Special Use Permit (GSUP)<sup>16</sup></b> - Project within one region - Project traversing two or more regions	<b>RED</b> Undersecretary for Field Operations
	<b>Provisional Agreement<sup>17</sup></b>	<b>RED</b>

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<sup>16</sup> GSUP is non-renewable, if it goes beyond the 5-year validity, holder should apply for a Presidential Proclamation and/or FLAg/FLAgT

<sup>17</sup> Pursuant to DAO 2021-27 Prescribing the Guidelines on the Issuance of Provisional Agreement for All Tenure Instruments Issued Under the Forestry Sector

## MANUAL OF AUTHORITIES

<b>SUBJECT: LICENSES, PATENTS AND DEEDS</b>		
<b>Suspension/Cancellation of Licenses/Permits/Certificates</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
1. Issuance of Suspension Orders	<ul style="list-style-type: none"> <li>- Tenurial Instruments (CBFMA, IFMA, FLGMA, SIFMA, FLAgT, FLAg, SLUP, GSUP)</li> <li>- Permits/Certificates (SPLTP/PLTP, STCP/STCEP, Tree Cutting Permit, WPP Permit, Rattan Cutting Contract/License, TECP, PTPR, CoV, Certificate of Origin)</li> </ul>	Approving/Issuing Authority of the Tenurial Instrument/Permits/Certificates
2. Lifting of Suspension Order	<ul style="list-style-type: none"> <li>- Tenurial Instruments (CBFMA, IFMA, FLGMA, SIFMA, FLAgT, FLAg, SLUP, GSUP)</li> <li>- Permits/Certificates (SPLTP/PLTP, STCP/STCEP, Tree Cutting Permit, WPP Permit, Rattan Cutting Contract/License, TECP, PTPR, CoV, Certificate of Origin)</li> </ul>	Next higher DENR Official to the Approving/Issuing Authority of the Suspension Order <sup>18</sup>
3. Issuance of Cancellation/Termination/Reinstatement Order		Secretary

<sup>18</sup> If the permit was issued by the CENRO, the PENRO shall issue the suspension order.

## MANUAL OF AUTHORITIES

<b>SUBJECT: LICENSES, PATENTS AND DEEDS</b>		
<b>Land Classification</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
1. Issuance of Certification of status of land classification whether Alienable and Disposable (A&D) or Forestlands		Community Environment and Natural Resource Officer/Implementing Provincial Environment and Natural Resources Officer/ RED in the case of NCR
2. Issuance of Certification of status of land classification whether Alienable and Disposable (A&D) or Forestlands for judicial titling		Chief, Surveys and Mapping Division, DENR-Regional Office

## MANUAL OF AUTHORITIES

<b>SUBJECT: LICENSES, PATENTS AND DEEDS</b>		
<b>Leases</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
1. Approval of Appraisal and Re-appraisal of Public Lands and all Lands under Act 3038, and Foreshore Lease Applications (FLA)/Miscellaneous Lease Applications (MLA)	Appraisal: - Disposition of Public Lands (new) - FLA/MLA	Secretary  Secretary
	Re-appraisal: - Lands under Act 3038 - FLA/MLA	Secretary Regional Executive Director (RED)
2. Issuance of Authority to Conduct Bidding of Public Lands and all Lands under Act 3038, and Foreshore Lease Agreement/ Miscellaneous Lease Agreement		Secretary
3. Approval of Foreshore Lease Agreements (FLA)/ Miscellaneous Lease Agreements (MLA)	Regular FLA/MLA: - Original - Renewal	Secretary RED
	FLA/MLA for Energy-related Projects per DAO No. 2021-16 (Including Renewal)	RED
4. Approval of Appraisal of Patrimonial Properties under Act 1120, R.A. 477 and R.A.1361		Secretary
5. Approval of Provisional, Revocable, and Temporary Permits for A&D and Foreshore Lands	Original and Renewal	RED
6. Approval of Lease of Patrimonial Properties under R.A. 477 and R.A. 1361		Secretary

## MANUAL OF AUTHORITIES

<b>SUBJECT: LICENSES, PATENTS AND DEEDS</b>		
<b>Sales</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
1. Issuance of Authorities for Disposition of Public Lands and all Lands under Act 3038	Public Lands	Regional Executive Director (RED)
	Public Lands under Act 3038	Secretary
2. Approval of Appraisal/Re-appraisal of Public Lands and all Lands under Act 3038	Agricultural Lands	RED
	Commercial and Industrial Lands	RED
	Residential Lands	RED
3. Approval of Appraisal of Residential Lands under RA No. 730 and Townsite Applications	Residential Lands under RA No. 730	RED
	Townsite Applications	RED
4. Issuance of Notice of Sale of Public and Government Lands and Conduct of Public Bidding		Provincial Environment and Natural Resources Officer  Chief, Licenses, Patents and Deeds Division-DENR, in the case of NCR
5. Approval of Appraisal of Friar Lands and Patrimonial Properties	Friar Lands under Act 1120, as amended	LMB Director
	Patrimonial Properties under R.A. 477 and R.A. 1361	Secretary
6. Approval of Deed of Conveyance of Friar Land, and Deed of Sale of Patrimonial Properties under R.A. 477 and R.A. 1361, Act 3038 and R.A. 730 and other Public Lands		Secretary
7. Approval of Deed of Sale under Proclamation 172		LMB Director
8. Approval of Deeds of Conveyances/Sales of Government Lands	Php50.M and below awarded through public bidding and negotiated sales	Secretary
	More than Php50.M	President



## MANUAL OF AUTHORITIES

SUBJECT: LICENSES, PATENTS AND DEEDS		
Sales		
ACTIVITY	LIMITS OF AUTHORITY	APPROVING/ISSUING AUTHORITY
9. Approval of Sales Patents for Public Land	For Agricultural: - 5 has. and below - More than 5 has.	RED Secretary
	For Residential: - More than 1,000 sq.m.	RED
10. Approval of Sales Patents under R.A. 1361		Secretary

## MANUAL OF AUTHORITIES

<b>SUBJECT: LICENSES, PATENTS AND DEEDS</b>		
<b>Orders</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
1. Issuance of Order of Revocation	Patents not yet registered with the Register of Deeds	Regional Executive Director (RED)
2. Issuance of Order of Cancellation	For Public Land Applications (PLA), provided that no order of approval has been issued earlier by higher level officials	Provincial Environment and Natural Resources Officer (PENRO)/Assistant Regional Director for Technical Services-DENR, in the case of NCR
3. Issuance of Order of Rejection	PLA	Community Environment and Natural Resources Officer/Implementing PENRO/Chief, Licenses, Patents and Deeds Division-DENR, in the case of NCR
4. Issuance of Order of Deputation of Land Inspectors	Original (1 year) and Renewal	RED
5. Issuance of Order of Transfer of Leasehold Rights [Foreshore Lease Agreement (FLA)/ Miscellaneous Lease Agreement (MLA)]		RED
6. Issuance of Order of Award	FLA/MLA:	
	- 1,000 sq.m. and below	PENRO
	- More than 1,000 sq.m.	RED
	For Sales:	
	- 1,000 sq.m. and below	PENRO
	- More than 1,000 sq.m.	RED

## MANUAL OF AUTHORITIES

<b>SUBJECT: LICENSES, PATENTS AND DEEDS</b>		
<b>Orders</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
	For Homestead	Provincial Environment and Natural Resources Officer (PENRO)
	For Agricultural Free Patents: - Below 5 has. - 5 to 10 has. - More than 10 has. up to 12 has.	PENRO RED Secretary
	For Residential Free Patents	PENRO/RED in the case of NCR
	Insular Government Property Sales Application (IGPSA)/ Government Sales Application (GSA): - 5 has. and below - More than 5 has.	RED Secretary
7. Issuance of Order of Transfer of Unpatented Public Land Applications	- Up to 5 has. - More than 5 has. up to 12 has. - More than 12 has.	PENRO RED Secretary

## MANUAL OF AUTHORITIES

<b>SUBJECT: LICENSES, PATENTS AND DEEDS</b>		
<b>Public Land Applications (PLA)</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
1. Approval of Patents/ Deeds, Re-issuance and Reconstitution of Patents	For Sales:	
	- Up to 1,000 sq.m.	Provincial Environment and Natural Resources Officer (PENRO)
	- More than 1,000 sq.m. to 5 has.	Regional Executive Director (RED)
	- More than 5 has.	Secretary
	For Homestead Patents	PENRO
	For Agricultural Free Patents:	
	- Below 5 has.	PENRO
	- At least 5 has. up to 10 has.	RED
	- More than 10 has. up to 12 has.	Secretary
	For Residential Free Patents	PENRO/RED in the case of NCR
	Insular Government Property Sales Application (IGPSA)/ Government Sales Application (GSA)	
	- Up to 5 has.	RED
	- More than 5 has.	Secretary
	IGPSA under Proclamation 172	LMB Director
2. Conduct of Bidding	For sale or lease of public lands and patrimonial properties	PENRO/RED in the case of NCR
3. Approval of Special Patents	Public School Sites and All Other Public Uses or Purposes	PENRO
	Other Special Patents	Secretary, if delegated by the President

## MANUAL OF AUTHORITIES

<b>SUBJECT: LICENSES, PATENTS AND DEEDS</b>		
<b>Public Land Applications (PLA)</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
4. Issuance of certified copies or certification on survey and land disposition records at the Regional Office	For Survey Records	Chief of Surveys Records Section, SMD
	For land disposition records	Records Officer of the Regional Office
5. Issuance of certification for documents related to land disposition records at CENR Offices/ Implementing PENROs		Community Environment and Natural Resource Office Records Officer/ Implementing PENRO Records Officer
6. Issuance of certification for survey records and land disposition records at LMB		Chief of the Records and Knowledge Management Division
7. Approval of Proclamations Reserving Use of Public and Private Lands and Granting Ownership to Other Agencies/Entities		President
8. Issuance of Area Clearance for Reclamation Projects		Secretary

## MANUAL OF AUTHORITIES

<b>SUBJECT: LICENSES, PATENTS AND DEEDS</b>		
<b>Lands Cases</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
Approval of Decisions and Orders  a. Cases originally filed at Region/PENRO/Implementing PENRO/CENRO	Claims and conflicts over public lands	Regional Executive Director (RED)
	Interlocutory Orders during investigation	Provincial Environment and Natural Resource Officer (PENRO)
	Orders of investigation of cases involving unpatented lots	PENRO
	Orders in amicably settled cases and involving patented and/or registered lots	RED
	Orders in amicably settled cases and those that were investigated ex-parte	PENRO
	Order dropping the name of Survey Claimant subject of protest	RED
b. Cases filed at LMB	Claims and conflicts over friar lands, lands under Proclamation 172 and other Patrimonial Properties	LMB Director
	Interlocutory Orders during investigation	Chief, Legal Division, LMB
	Orders of investigation involving Friar Lands, lands under Proclamation 172 and other Patrimonial Properties	LMB Director
c. Appeals	Decision based on merits of the case	Undersecretary for Legal Affairs
	Resolution on Motions for Reconsideration (MRs) reversing the main decision of the Secretary or the official with delegated authority	

## MANUAL OF AUTHORITIES

<b>SUBJECT: LICENSES, PATENTS AND DEEDS</b>		
<b>Lands Cases</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
	Decision based on procedural technicalities	Assistant Secretary for Legal Affairs
	Decision on MRs affirming the Secretary's or his/her delegated official's Decision	
	Orders on Compromise Agreement of Appealed Cases	
	Interlocutory Order	Director, Legal Affairs Service
d. Final Decisions	Orders of execution on final decision involving Friar Lands, lands under Proclamation 172 and other Patrimonial Properties	LMB Director
	Orders of execution on final decision on land cases over Public Lands	RED



## MANUAL OF AUTHORITIES

<b>SUBJECT: LICENSES, PATENTS AND DEEDS</b>		
<b>Wildlife Resources Trade and Conservation Permits</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
1. Issuance of Convention on International Trade in Endangered Species (CITES) Permit <sup>19 20</sup>	All CITES-listed wildlife species under the jurisdiction of DENR, such as all terrestrial plant and animal species, all turtles and tortoises and wetland species, including but not limited to crocodiles, waterbirds and all amphibians and dugong pursuant to RA No. 9147	BMB Director
2. Issuance of Wildlife Certification (Export, Import or Re-export)	All wildlife species not listed in CITES	Regional Executive Director (RED)
3. Issuance of Wildlife Farm Permit (WFP)/Wildlife Culture Permit	Parental stocks of wildlife to be used for breeding/propagation purposes were either duly registered with the DENR, acquired from legal sources or obtained in accordance with the provisions of RA No. 9147; and upon recommendation by the Inter-Agency (Regional) Wildlife Management Committee	RED
4. Issuance of Wildlife Collector's Permit	Collection covering several regions	BMB Director
	Collection covering single region	RED

<sup>19</sup> For CITES listed marine and aquatic wildlife species the approving authority is the BFAR Director.

<sup>20</sup> For CITES-listed species, both marine and aquatic resources and terrestrial that originated from/directly imported into the Province of Palawan the approving authority is the PCSD Executive Director.

## MANUAL OF AUTHORITIES

<b>SUBJECT: LICENSES, PATENTS AND DEEDS</b>		
<b>Wildlife Resources Trade and Conservation Permits</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
5. Issuance of Wildlife Gratuitous Permit (WGP)	<b>a. Scientific Research on Wildlife with approved Memorandum of Agreement (MOA)</b>  <b>i. Foreign Entity/ Institution/Individual or a Filipino citizen Affiliated with a Foreign Institution</b>  <b>ii. Local Non-Government/Academic Institutions</b> - Covering several regions - Covering single region	BMB Director          BMB Director  RED
	<b>b. Thesis and Dissertation of Students Affiliated with Local Academic Institutions and Government-Initiated Projects</b> - Covering several regions - Covering single region	BMB Director  RED
	<b>Filipino individuals (with no affiliation) endorsed by a recognized expert or a research Institution</b>  - Covering a single region  - Covering several regions	RED  BMB Director

## MANUAL OF AUTHORITIES

<b>SUBJECT: LICENSES, PATENTS AND DEEDS</b>		
<b>Wildlife Resources Trade and Conservation Permits</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
6. Issuance of Certificate of Wildlife Registration (CWR)		RED
7. Issuance of Wildlife Special Use Permit (WSUP)	<b>a. Animal/Plant Shows or Exhibition using wildlife species under the jurisdiction of DENR</b>  - If wildlife specimen to be used will be coming from other countries; and importation is covered by appropriate import permit/ certification  - If the wildlife specimen to be used already exist in local facilities and registered with the DENR	BMB Director          RED
	<b>b. Educational/ Documentation for Commercial Purposes</b>  - For foreign applications as well as those involving more than one region; subject to prior endorsement of the concerned regions  - For local applications involving one particular region	BMB Director          RED
	<b>c. Collection of economically important species for direct trade purposes</b>	RED

## MANUAL OF AUTHORITIES

<b>SUBJECT: LICENSES, PATENTS AND DEEDS</b>		
<b>Wildlife Resources Trade and Conservation Permits</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
	<p>d. Collection/culling/removal of invasive alien species (IAS) as part of IAS population control and management, and to protect the Philippine species from further invasion of undesirable species.</p> <p>(Permit issued shall not cover IAS in plantations/ production forests established and authorized under forestry policies; collected/harvested IAS shall not be allowed to be used for local pet trade or breeding/propagation purposes to prevent further spread of the species).</p> <p>- Applications involving more than one region and upon endorsement by the concerned Regional Offices and the National Wildlife Management Committee</p> <p>- Applications involving one particular region and upon endorsement by the Regional Wildlife Management Committee</p>	<p>BMB Director</p> <p>Regional Executive Director (RED)</p>
8. Issuance of Local Transport Permit/Special Local Transport Permit	Specimen for transport are legally acquired on the basis of approved Agreements, WCP, WGP, WFP, CWR, WSUP, Import Permit/ Certification	Community Environment and Natural Resource Officer (CENRO) /Implementing Provincial Environment and Natural Resource Officer (PENRO)

## MANUAL OF AUTHORITIES

<b>SUBJECT: LICENSES, PATENTS AND DEEDS</b>		
<b>Wildlife Resources Trade and Conservation Permits</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
	Deed of Donation, Exchange Agreement, Sales Receipt or other similar documents issued by registered wildlife breeder that are officially numbered/controlled by the region through the Licenses, Patents and Deeds Division on the basis of breeding/production reports duly validated and breeding operations duly documented by the CENRO/PENRO	CENRO/Implementing PENRO/RED in the case of NCR
9. Issuance of Clearance to Operate Zoological Parks, Botanical Gardens and Other Similar Establishments for Recreation, Education and Conservation		RED
10. Execution of MOA under Adopt-A-Wildlife Species (AAWS) Program	AAWS Projects that will cover more than one region or which implementation shall be national in scope  AAWS projects that will cover one region	Secretary  Regional Executive Director (RED)
11. Designation of private/public wildlife facilities as Wildlife Rescue Center		RED
12. Bio-prospecting Undertaking		Secretary
13. Issuance of Clearance for the introduction, reintroduction and restocking of endemic and indigenous wildlife		Secretary

## MANUAL OF AUTHORITIES

<b>SUBJECT: LICENSES, PATENTS AND DEEDS</b>		
<b>Wildlife Resources Trade and Conservation Permits</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
14. Disposition of Confiscated/Donated/turned-over wildlife, wildlife by-products and Derivatives <sup>21</sup>	For loan of animals from any DENR established/ designated rescue centers to foreign entities/institutions	BMB Director
	Disposition of animals from the National Wildlife Rescue and Research Center through release to the wild, donation or transfer to other government agencies/ recognized wild fauna breeding centers in the country, repatriation to country of origin, euthanasia, sale in accordance to existing auditing and accounting rules and regulations, and loan to and exchange with capable local institutions/ entities, upon recommendation by the Wildlife Disposition Committee and/or Court Clearance as appropriate.	BMB Director
	For disposition of animals from established and designated Regional Wildlife Rescue Centers through release to the wild, donation or transfer to other government agencies/ recognized wild fauna breeding centers in the country, repatriation to country of origin, euthanasia, sale in accordance to existing auditing and accounting rules and regulations, and loan to an exchange with	Regional Executive Director (RED)

<sup>21</sup> Based on DENR Admin. Order No. 2017-09.



## MANUAL OF AUTHORITIES

<b>SUBJECT: LICENSES, PATENTS AND DEEDS</b>		
<b>Wildlife Resources Trade and Conservation Permits</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
	capable local institutions/entities, upon recommendation by the Regional Wildlife Disposition Committee and/or Court Clearance as appropriate	
15. Execution of Memorandum of Agreement for Wildlife Research and Other Conservation-Related Undertaking	Foreign entity/institution/individual or Filipino citizen affiliated with a foreign institution	BMB Director
	Local Non-Government Organization and Academic Institution which research undertakings will cover several regions	BMB Director
	Local researchers/entities which research undertaking will cover one region	RED



## MANUAL OF AUTHORITIES

<b>SUBJECT: SURVEYS AND MAPPING</b>		
<b>Surveys</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
1. Issuance of Orders regarding the conduct of Cadastral surveys and public land subdivision projects	Bidding and Contracts	Regional Executive Director (RED)
	Survey	RED
	Final Inspection	RED
	Payment by Contract	RED
2. Issuance of Survey Orders (SO)/Survey Authority (SA)	Delineation of political boundaries if the LGUs concerned are within the same region	RED
	Delineation of political boundaries if it involves inter-regional boundary conflict	LMB Director
	Political Boundary Surveys of a barangay of the same LGU	RED
	Isolated survey	RED  In case the survey traverses 2 or more regions, the RED of the region where the bigger portion of the survey to be conducted is situated will issue the SO/SA.
	Survey of LGU lands	RED
	Survey of Reclaimed lands:  - SA for reclaimed areas covered by one or more municipalities within a Community Environment and Natural Resources Office (CENRO)	Community Environment and Natural Resources Officer/Implementing Provincial Environment and Natural Resources Officer (PENRO)/Assistant Regional Director (ARD) for Technical Services-DENR in the case of NCR

## MANUAL OF AUTHORITIES

<b>SUBJECT: SURVEYS AND MAPPING</b>		
<b>Surveys</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
	- SA for reclaimed areas covered by two (2) or more municipalities of different CENROs	PENRO/Assistant Regional Director (ARD) for Technical Services-DENR in the case of NCR
	- SA for reclaimed areas covered by two (2) or more municipalities of different regions based on DAO No. 2018-14	ARD for Technical Services-DENR in the case of NCR/ CENRO/Implementing PENRO that has the larger portion of the reclaimed area
	Townsite Reservation and Group Settlement Survey	Regional Executive Director (RED)
	Subdivision of cadastral lots not being the subject of judicial registration	Provincial Environment and Natural Resources Officer (PENRO)
	Survey of lands covered by a special law giving jurisdiction to the LMB	LMB Director
	Isolated/original and simple subdivision survey of public lands	Community Environment and Natural Resources Officer (CENRO)/ Implementing PENRO/ RED in the case of NCR

## MANUAL OF AUTHORITIES

<b>SUBJECT: SURVEYS AND MAPPING</b>		
<b>Surveys</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
	Subdivision survey of public lands involving Road-Right-of-Way (RROW) projects of the National Government covering all affected parcels within the province	PENRO
	Subdivision survey of public lands involving RROW projects of the National Government covering all affected parcels if covering 2 or more provinces within the Region	RED
	- If the area covers two (2) or more regions	RED where the bigger portion of the subdivision survey will be conducted
	SA for Foreshore Lands:	
	- Area is less than 12 has.	CENRO/Implementing PENRO/ Assistant Regional Director (ARD) for Technical Services-DENR in the case of NCR
	- Area is 12 has. up to 100 has.	ARD for Technical Services
	- Area is more than 100 has.	RED
	Survey Plan Cancellation Orders	ARD for Technical Services
	SO for projects within forestlands and protected areas	RED
	- If the project area covers 2 or more regions	RED with the bigger portion of the project area

## MANUAL OF AUTHORITIES

<b>SUBJECT: SURVEYS AND MAPPING</b>		
<b>Surveys</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
3. Approval of Maps and Plans, and Issuance of Certificate of Acceptance	Subdivision of public land, cadastral lots and isolated surveys	ARD for Technical Services
	Subdivision/Consolidation Surveys of titled lands	ARD for Technical Services
	Political boundary surveys and other isolated surveys	ARD for Technical Services
4. Issuance of Certificates of Acceptability of a Survey Project	Cadastral survey returns of main and subsidiary project controls, political boundary controls	ARD for Technical Services
	Cadastral Survey returns of Lot Survey	Community Environment and Natural Resources Officer (CENRO)/ Implementing Provincial Environment and Natural Resources Officer (PENRO)/ARD for Technical Services-DENR in the case of NCR
5. Issuance of Certification on Land Area of LGUs	Issuance of Land Area certification to DBM and LGUs for Internal Revenue Allotment purposes	LMB Director
6. Issuance of Certificate of Completion	Sketching, monumenting and lot surveys phases of work of cadastral survey project by contract	CENRO/Implementing PENRO/ARD for Technical Services-DENR in the case of NCR
7. Issuance of Certification on Geographic Positions and Plane Coordinates (3 <sup>rd</sup> and 4 <sup>th</sup> Order)		Chief of the Surveys and Mapping Division (SMD), Regional Office (RO)
	In case there is no available data on GPPC in the region	Chief of the Geodetic Surveys Division (GSD), LMB

## MANUAL OF AUTHORITIES

<b>SUBJECT: SURVEYS AND MAPPING</b>		
<b>Surveys</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
8. Issuance of Certification on Registration of Survey Instruments	Original Registration	Chief of GSD, LMB
	- For regions with established baseline certified by LMB	Chief of SMD, RO
	Renewal	Chief of GSD, LMB
	- For regions with established baseline certified by LMB	Chief of SMD, RO
9. Issuance of Certification on Transfer of Ownership of Survey Instrument		Chief of GSD, LMB
	- For regions with established baseline certified by LMB	Chief of SMD, RO
10. Issuance of Authority to print survey forms		Chief of GSD, LMB

## MANUAL OF AUTHORITIES

<b>SUBJECT: CONSERVATION AND DEVELOPMENT</b>		
<b>Management/Operations Plans for Forestry</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
1. Approval of Comprehensive Development and Management Plan (CDMP) <sup>22</sup>		Regional Executive Director (RED)
2. Approval of 5-Year Integrated Operations Plan		RED
3. Approval of Integrated Watershed Management Plan (IWMP)		RED
4. Affirmation of Community Resource Management Framework (CRMF) for Community-Based Forest Management Agreement (CBFM) <sup>23</sup>		RED
5. Approval of 5-Year Work Plan for CBFMA	First 5 years (Year 1-5), incorporated in CRMF	RED
	Succeeding 5-YWP (Year 6 onwards)	Provincial Environment and Natural Resources Officer

<sup>22</sup> Upon approval of management or work plans, the Forest Management Bureau shall be furnished with a certified true copy for monitoring purposes.

<sup>23</sup> Based on DAO 2021-17, Affirmation of CRMF also includes the approval of first 5-Year Work Plan.

## MANUAL OF AUTHORITIES

<b>SUBJECT: CONSERVATION AND DEVELOPMENT</b>		
<b>Protected Area and Critical Habitat Management</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
1. Issuance of Special Uses Agreement within Protected Areas (SAPA)		Undersecretary for Field Operations
2. Issuance of Notice of Violations of SAPA		Regional Executive Director (RED)
3. Suspension of SAPA		RED
4. Cancellation of SAPA		Undersecretary for Field Operations
5. Issuance of Permits	Extractive Activities such as cutting of planted trees and culling of exotic species within Multiple Use Zones of Protected Areas	Undersecretary for Field Operations
	Cutting of naturally growing and/or planted trees within titled properties inside protected areas	Provincial Environment and Natural Resources Officer
	Non-Extractive Activities (i.e., Filming, Videotaping, Spiritual and other recreational activities; clearance for the use of protected areas)	Protected Area Superintendent
6. Issuance of Certificates of Appointment of Protected Area Management Board (PAMB) Members		Secretary
7. Approval of Integrated Protected Areas Fund (IPAF) Disbursement	PA Retention Income Account	RED
	IPAF Special Account in the General Fund	Financial Management Service Director
8. Execution of Memorandum of Agreements for Management of Protected Areas	PAs with PAMB	RED
	PAs without PAMB	Undersecretary for Field Operations



## MANUAL OF AUTHORITIES

<b>SUBJECT: CONSERVATION AND DEVELOPMENT</b>		
<b>Protected Area and Critical Habitat Management</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
9. Approval of Protected Area Management Plan (PAMP) which should integrate Cave Management Plan and/or Wetland Management Plan in Protected Areas with caves and/or wetlands		PAMB with the affirmation by the Undersecretary for Policy and Planning
10. Issuance of Certification on Status of Land Classification for National Park/Protected Area		Regional Executive Director (RED)
11. Execution of Agreements Involving Technical Assistance for Biodiversity Conservation		Secretary
12. Issuance of Official List and Issuance of Certificate of Recognition as Tenured Migrants		RED
13. Approval of Protected Area Community- Based Resource Management Agreement (PACBRMA)		Secretary
14. Approval of Rates of Fees	System-wide fees	Secretary
	Site-specific fees particularly increasing the rates up to 10% per annum, the imposition of higher rates, or the identification and inclusion of other activities	Secretary subject to the endorsement of PAMB
15. Approval of final map of protected areas (National Park)		Secretary

## MANUAL OF AUTHORITIES

<b>SUBJECT: CONSERVATION AND DEVELOPMENT</b>		
<b>Protected Area and Critical Habitat Management</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
16. Affirmation of Community Resource Management Framework		RED
17. Approval of Ecotourism Management Plan		RED
18. Suspension and cancellation of PACBRMA		Secretary
19. Designation of buffer zones of Protected Areas		Secretary upon recommendation of the PAMB
20. Removal of a PAMB Member		Secretary
21. Establishment of Critical Habitat through the issuance of Administrative Order		Secretary
22. Approval of the Critical Habitat Management Plan		RED

## MANUAL OF AUTHORITIES

<b>SUBJECT: CONSERVATION AND DEVELOPMENT</b>		
<b>Cave Resources Management and Protection</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
1. Approval of Cave Management Plan	Outside National Integrated Protected Areas System (NIPAS) area	RED as endorsed by the Regional Cave Committee (RCC)/Provincial Cave Committee (PCC) in the case of island provinces/Palawan Council for Sustainable Development (PCSD) in the case of Palawan
2. Cave Classification/Re-Classification	Outside NIPAS area	RED as endorsed by the RCC/PCC in the case of island provinces
	Within NIPAS area	RED with endorsement from Protected Area Management Board (PAMB)
	Within Palawan	PCSD copy furnished DENR-PENRO Palawan
3. Approval of Cave Visitor Fees		RED
4. Issuance of Cave Visitor Permit	Outside PAs	RED
	Within PAs	Protected Area Superintendent
5. Approval of Collection of Biological Cave Resources/Derivatives/By-Products for Research undertaking (Gratuitous Permit)	Involving Foreign Entity/ Institution/individual or a Filipino Citizen affiliated with a Foreign Institution with approved Memorandum of Agreement (MOA)	BMB Director
	Involving Local Non-Government/Academic Institutions with an approved MOA	
	<ul style="list-style-type: none"> <li>- Covering a single region</li> <li>- Covering several regions</li> </ul>	Regional Executive Director (RED)  BMB Director

## MANUAL OF AUTHORITIES

<b>SUBJECT: CONSERVATION AND DEVELOPMENT</b>		
<b>Cave Resources Management and Protection</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
	Thesis and Dissertation of Student affiliated with Local Academic Institutions and Government-Initiated Projects	
	- Covering a single region	RED
	- Covering several regions	BMB Director
	Filipino individuals (with no affiliation) endorsed by a recognized expert or a research institution	
6. Execution of MOA on Cave Activities a. Exploration - Multi activities - Multi entries b. Mapping c. Research d. Others	- Covering a single region	RED
	- Covering several regions	BMB Director
	Involving Foreign entity/ institutions/individual or Filipino citizen affiliated with a foreign institution	BMB Director
	Involving Local Non-Government/Academic Institutions	
	- Covering a single region	RED or Protected Area Management Board (PAMB) chairperson in case within Protected Area (PA)
	- Covering several regions	BMB Director
	Thesis and Dissertation of Student Affiliated with Local Academic Institutions and Government-Initiated Projects	
	- Covering a single region	RED or Protected Area Management Board (PAMB) Chairperson in case within PA
	- Covering several regions	BMB Director

## MANUAL OF AUTHORITIES

<b>SUBJECT: CONSERVATION AND DEVELOPMENT</b>		
<b>Cave Resources Management and Protection</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
7. Execution of MOA on Management of Cave Resources Conservation, Management and Protection (for cave outside NIPAS areas)	With Local Government Unit (LGU) only or with LGU and private individual	RED
8. Issuance of Clearance Prior to the Issuance of Guano Permit in Caves		MGB Director and BMB Director
9. Issuance of Guano Permit in Caves	For Class III caves only	Provincial Governor/ City Mayor

## MANUAL OF AUTHORITIES

<b>SUBJECT: CONSERVATION AND DEVELOPMENT</b>		
<b>Forestry-Related</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
1. Approval of Reports/Plans/Certificates for Carbon Accounting, Verification and Certification System (CAVCS) <sup>24</sup>	Forest Carbon Project Plan (FCPP)	Regional Executive Director (RED)
	Forest Carbon Assessment Report (FCAR)	
	Issuance of Certificate of Existing Carbon Stock	
	Issuance of Certificate of Emissions Avoided	
	Issuance of Certificate of Carbon Sequestered	
2. Approval of Plan/Package under the Forestry Investment Portfolio Approach <sup>25</sup>	Forestry Investment Development Plan (FIDP) <sup>26</sup>	RED

<sup>24</sup> Pursuant to DAO No. 2021-43 or the Guidelines on the Establishment of the Carbon Accounting, Verification, and Certification System (CAVCS) for Forest Carbon Projects

<sup>25</sup> Pursuant to DAO No. 2021-04 or the Guidelines in the Implementation of the Forestry Investment Portfolio Approach (FIPA)

<sup>26</sup> The Forestry Investment Development Plan Shall form part of the Forestry Investment Portfolio Package (DAO No. 2021-04)

## MANUAL OF AUTHORITIES

<b>SUBJECT: CONSERVATION AND DEVELOPMENT</b>		
<b>Management of Islets, Sandbars, Delta, Dried Creeks and Dried River Beds</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
Execution of a Memorandum of Agreement with the LGU		Regional Executive Director



## MANUAL OF AUTHORITIES

<b>SUBJECT: CONSERVATION AND DEVELOPMENT</b>		
<b>Research, Development and Extension</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
1. Approval of Certification of Private Seed Sources - Seed Production Areas (SPA) - Seedling/Seed Orchard - Clonal Seed Orchard		Research, Development and Extension Center (RDEC) Head
2. Approval of Seed Certification (All forest tree seeds)		RDEC Head
3. Approval of Accreditation of Forest Nurseries (Individual, Cooperative, Corporation, Academe, LGUs, POs, NGOs)		Regional Executive Director

## MANUAL OF AUTHORITIES

<b>SUBJECT: ENFORCEMENT</b>		
<b>Deputation</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
1. Issuance of Deputation Order to Deputy Environment and Natural Resources Officer (DENRO)/Wildlife Enforcement Officer (WEO)/Cave Protection Enforcement Officer (CPEO)	<ul style="list-style-type: none"> <li>- For Individuals</li> <li>- For members of groups/ organizations within the community and up to region-wide membership</li> <li>- For members of groups/ organizations with multi-regional and/or nationwide membership</li> </ul>	Regional Executive Director (RED)  RED  Undersecretary for Field Operations
2. Issuance of Deputation Order to Special Deputy Environment and Natural Resources Officer (SDENRO) <sup>27</sup>	Deputation covering one (1) region  Deputation that has a national scope or those covering two (2) or more regions	RED  Secretary
3. Revocation/Termination of Deputation Order		Approving Authority of the Deputation Order

<sup>27</sup> The recommendations of the Regional Director and Bureau Director concerned shall be preconditions for the issuance of a Deputation from the Secretary. Only deputations that has a national scope or those covering two or more regions will be forwarded to the DENR Central Office.

## MANUAL OF AUTHORITIES

<b>SUBJECT: ENFORCEMENT</b>		
<b>Administrative Adjudication for Forest Products/ Tools/Equipment/Conveyances<sup>28</sup></b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
1. Issuance of Apprehension Receipt of Forest Products/ Tools/ Equipment/Conveyances <sup>29</sup>		Apprehending Officers <sup>30</sup>
2. Issuance of Seizure Receipt and Seizure Order of Forest Products/Tools/ Equipment/ Conveyances <sup>31</sup>	Seizure Receipt	Apprehending Officers
	Seizure Order	Regional Executive Director (RED)/Community Environment and Natural Resources Officer (CENRO)/Implementing Provincial Environment and Natural Resources Officer (PENRO), or in his/her absence, the authorized officer
3. Administrative Adjudication Proceedings		The CENRO/Implementing PENRO, or in his/her absence, the authorized officer
4. Issuance of Decision and Order of Confiscation of Forest Products/ Tools/Equipment/ Conveyances		RED
5. Temporary Release of Apprehended Conveyances		Hearing Officer
6. Release of Confiscated Conveyances		RED

<sup>28</sup> Conveyances shall refer any mode or type or class of vehicle or craft or any other means used for transportation either on land, water, air, or any combination thereof, whether motorized or not, used for or in taking and/or maintaining temporary or permanent possession or control, gathering, collecting, processing, disposing of, or otherwise transporting, moving or transferring illegal forest products.

<sup>29</sup> Apprehension receipt is not subject to any approval.

<sup>30</sup> Pursuant to Sec. 3 of DENR Administrative Order No. 1997-32. Apprehending Officers include Forest Officers; Deputies; Members of Law Enforcement Agencies; and Private Citizens

<sup>31</sup> Seizure receipt and order are not subject to any approval

## MANUAL OF AUTHORITIES

<b>SUBJECT: ENFORCEMENT</b>		
<b>Disposition of Forest Products/Tools/Equipment/Conveyances</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
1. Disposition of Confiscated Forest Products		Regional Executive Director (RED)
2. Disposition of Confiscated Tools/Equipment and Conveyance/s		RED
3. Disposition of Confiscated Tools/Equipment and Conveyance/s for appealed cases		Undersecretary for Legal Affairs

## MANUAL OF AUTHORITIES

SUBJECT: ENVIRONMENTAL MANAGEMENT		
Chemicals Management		
ACTIVITY	LIMITS OF AUTHORITY	APPROVING/ISSUING AUTHORITY
1. Issuance of Small Quantity Importation (SQI) Clearance		EMB Regional Director
2. Issuance of Pre-Manufacture and Pre-Importation Notification (PMPIN) Compliance Certificate		EMB Director
3. Issuance of Polymer Exemption Certificate		EMB Director
4. Issuance of Priority Chemical List (PCL)		
4.1 Issuance of PCL Compliance Certificate		EMB Director
4.2 Issuance of PCL Exemption Certificate		EMB Director
5. Issuance of Registration Certificate (Certificate of Registration in case of ODS) for Importer/User/Distributor/Manufacturer of Regulated Chemicals under Chemical Control Order (CCO)	Cyanide and Cyanide Compounds	EMB Regional Director
	Mercury and Mercury Compounds	EMB Regional Director
	Asbestos	EMB Regional Director
	Ozone Depleting Substance - Importer/Distributor - For Dealers, Re-sellers and Retailers - Service Providers using ODS	EMB Director EMB Regional Director EMB Regional Director
	ODS Alternatives	EMB Director
	Hydrofluorocarbons (HFCs)	EMB Director
	Lead and Lead Compounds	EMB Director
	Polychlorinated Biphenyls	EMB Regional Director
	Arsenic and Arsenic Compounds	EMB Director

## MANUAL OF AUTHORITIES

<b>SUBJECT: ENVIRONMENTAL MANAGEMENT</b>		
<b>Chemicals Management</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
6. Issuance of Importation Clearance under CCO	Cadmium and Cadmium Compound	EMB Director
	Chromium (VI) Compounds	EMB Director
	Cyanide and Cyanide Compounds	EMB Regional Director <i>(Note: For Sodium Cyanide, EMB Central Office to advise/clear the issuance of Importation Clearance)</i>
	Mercury and Mercury Compounds	EMB Regional Director
	Asbestos	EMB Regional Director
	Hydrofluorocarbons (HFCs)	EMB Director
	Lead and lead compounds	EMB Director
	Arsenic and Arsenic Compounds	EMB Regional Director
	Cadmium and Cadmium Compound	EMB Regional Director
	Chromium (VI) Compounds	EMB Regional Director
7. Issuance of Pre-Shipment Importation Clearance (PSIC)	Ozone Depleting Substance (ODS)	EMB Director
	ODS Alternatives	EMB Director
8. Issuance of Export Notification Acknowledgement	Chemical Export Based on the List under Annex III (Prior Informed Consent Procedure of Rotterdam Convention and EU List of Priority Chemicals)	EMB Director
9. Issuance of Notice of Violation (NOV)	Firms/industries operating with Registration/Permits/Clearances/Certification issued by:	
	<ul style="list-style-type: none"> <li>- EMB Central Office</li> <li>- EMB Regional Office</li> </ul>	EMB Director  EMB Regional Director

## MANUAL OF AUTHORITIES

<b>SUBJECT: ENVIRONMENTAL MANAGEMENT</b>		
<b>Chemicals Management</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
	<p>Firms/industries operating without Registration/Permits/Clearances/Certification to be issued by:</p> <ul style="list-style-type: none"> <li>- EMB Central Office</li> <li>- EMB Regional Office</li> </ul>	<p>EMB Director</p> <p>EMB Regional Director</p>



## MANUAL OF AUTHORITIES

<b>SUBJECT: ENVIRONMENTAL MANAGEMENT</b>		
<b>Hazardous Waste Management</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
1. Issuance of Importers Registration Certificate as Importer of Recyclable Materials containing Hazardous Substances		EMB Director
2. Issuance of Importation Clearance for Recyclable Materials containing Hazardous Substances		EMB Director
3. Issuance of Export Clearance of Hazardous Waste		EMB Director
4. Issuance of Hazardous Waste Generator (HWG) Registration Certificate		EMB Regional Director
5. Issuance of Registration Certificate as Hazardous Waste Treatment, Storage and Disposal (TSD) Facility		EMB Director
6. Cancellation of Registration as Hazardous Waste TSD		EMB Director
7. Issuance of Registration Certificate as Hazardous Waste Transporter		EMB Director
8. Issuance of Permit to Transport of Hazardous Waste		EMB Regional Director
9. Issuance of Registration Certificate of Cement Kilns Co-Processing Facility		EMB Director

## MANUAL OF AUTHORITIES

<b>SUBJECT: ENVIRONMENTAL MANAGEMENT</b>		
<b>Hazardous Waste Management</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
10. Issuance of Notice of Violation (NOV)	Firms/industries operating with Registration/Permits/Clearances/Certification issued by: - EMB Central Office - EMB Regional Office	EMB Director EMB Regional Director
	Firms/industries operating without Registration/Permits/Clearances/Certification to be issued by: - EMB Central Office - EMB Regional Office	EMB Director EMB Regional Director

## MANUAL OF AUTHORITIES

<b>SUBJECT: ENVIRONMENTAL MANAGEMENT</b>		
<b>Air Quality Management</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
1. Issuance of Permit to Operate Air Pollution Source and Control Facilities/Installation		EMB Regional Director
2. Issuance of Certificate of Conformity for New Motor Vehicle for Type Approval		EMB Director
3. Issuance of Certificate of Conformance for Emission Test Equipment		EMB Director
4. Issuance of Accreditation of 3 <sup>rd</sup> Party Source Emission Testing Firms		EMB Director
5. Issuance of Certificate of Non-Coverage from Emission Standards (CNES) for Purely Electric Motor Vehicles		EMB Director
6. Revocation or Suspension of Certificate of Conformity (COC) and CNES <i>(Note: Any misdeclaration or material omission in the application)</i>		EMB Director
7. Revocation of Accreditation of 3 <sup>rd</sup> Party Source Emission Testing Firms		EMB Director
8. Issuance of Notice of Violation (NOV)	Firms/industries operating with Registration/Permits/Clearances/Certification issued by: - EMB Central Office - EMB Regional Office	EMB Director EMB Regional Director

## MANUAL OF AUTHORITIES

<b>SUBJECT: ENVIRONMENTAL MANAGEMENT</b>		
<b>Air Quality Management</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
	Firms/industries operating without Registration/Permits/Clearances/Certification to be issued by: - EMB Central Office - EMB Regional Office	EMB Director EMB Regional Director
9. Issuance of Show Cause Order (SCO)	Firms with Continuous Emission Monitoring System (CEMS) and Continuous Opacity Monitoring System (COMS) with excess emissions	EMB Regional Director

## MANUAL OF AUTHORITIES

<b>SUBJECT: ENVIRONMENTAL MANAGEMENT</b>		
<b>Water Quality Management</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
1. Issuance of Wastewater Discharge Permit		EMB Regional Director
2. Issuance of Notice of Violation (NOV)		EMB Regional Director

## MANUAL OF AUTHORITIES

<b>SUBJECT: ENVIRONMENTAL MANAGEMENT</b>		
<b>Solid Waste Management</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
1. Approval of Safe Closure and Rehabilitation Plan of Open and Controlled Dumpsites		EMB Regional Director
2. Issuance of Notice of Violation (NOV)		EMB Regional Director
3. Issuance of Cease and Desist Order for SWM Facility		DENR Regional Executive Director

## MANUAL OF AUTHORITIES

<b>SUBJECT: ENVIRONMENTAL MANAGEMENT</b>		
<b>Recognition/Accreditation of Environmental Partners</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
1. Issuance of the DENR Certificate of Recognition for Environmental Laboratories		Secretary
2. Issuance of the Registration Certificate as EMB-Registered Polychlorinated Biphenyl (PCB) Laboratory		EMB Director
3. Accreditation of the Pollution Control Officers (PCO)		EMB Regional Director
4. Issuance of Certificate of Recognition for PCO Training Organization/ Institution		EMB Director
5. Issuance of DENR Official Seal of Approval (Track 1) under the Philippine Environmental Partnership Program		Secretary
6. Issuance of Environmental Consent Agreement (ECONA) (Track 2) under the Philippine Environmental Partnership Program	Industry Associations	EMB Director
	Individual Firm	EMB Regional Director
7. Issuance of Notice of Public Disclosure Rating under Industrial ECOWATCH System		EMB Regional Director



## MANUAL OF AUTHORITIES

<b>SUBJECT: ENVIRONMENTAL MANAGEMENT</b>		
<b>Environmental Impact Assessment (EIA)</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
1. Issuance of Environmental Compliance Certificate (ECC)/Denial Letter	Environmentally Critical Projects (ECPs)	Secretary/EMB Director
	Non-ECPs within Environmentally Critical Areas <sup>32</sup>	EMB Director/ EMB Regional Director
2. Issuance of Certificate of Non-Coverage (CNC)	Category C (Prior to 1982) Category D	EMB Director/ EMB Regional Director <sup>33</sup>
3. Issuance of Cease and Desist Order (CDO)	In cases there is inaction or refusal to act on the part of the EMB Regional Director <sup>34</sup>	DENR Regional Executive Director
	ECPs	Secretary/EMB Director
	Non-ECPs within Environmentally Critical Areas	EMB Regional Director
4. Imposition of Fines/ Penalties <sup>35</sup>  - Operating without an ECC  - Non-compliance with any of the commitments made in the EIA  - Non-submission of reports as required	ECPs	EMB Director
	Non-ECPs within Environmentally Critical Areas	EMB Regional Director
5. Issuance of Notice of Violation/Notice of Adverse Findings	ECPs	EMB Director
	Non-ECPs within Environmentally Critical Areas	EMB Regional Director

<sup>32</sup> Subject to thresholds established under the Revised Procedural manual for DAO 2003-30 (IRR of PD 1586) and Administrative Order No. 42 by the President of the Philippines (November 2, 2002)

<sup>33</sup> Based on Administrative Order No. 42 by the President of the Philippines (November 2, 2002)

<sup>34</sup> Based on Section IV of DAO 2018-18

<sup>35</sup> Must comply with the due process requirement of notice and hearing/conference prior to issuance of any order of imposition

## MANUAL OF AUTHORITIES

<b>SUBJECT: ENVIRONMENTAL MANAGEMENT</b>		
<b>Pollution Adjudication Board (PAB)</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
1. Interim Cease and Desist Order (CDO) for 7 days		EMB Regional Director
2. Issuance of CDO and affirmation of Interim CDO issued by EMB Regional Director	Violations of prohibited act under Clean Air Act (RA No. 8749) and Clean Water Act (RA No. 9275)	PAB
3. Temporary Lifting Order (TLO)	In relation to CDO issued under RA No. 8749 and RA No. 9275	PAB
4. Formal Lifting Order	In relation to CDO issued under RA No. 8749 and RA No. 9275	PAB
5. Imposition of Fines	Violations of prohibited acts under RA No. 9275 and emission standards under RA No. 8749	PAB
	Administrative Violations in relation to RA No. 8749 and RA No. 9275 pursuant to PAB Resolution 2019-01	PAB*

*\* Delegated to EMB Regional Offices through EMB Regional Director pursuant to PAB Resolution No. 2019-01*

## MANUAL OF AUTHORITIES

SUBJECT: MINES AND GEOSCIENCES		
Exploration Permits		
ACTIVITY	LIMITS OF AUTHORITY	APPROVING/ISSUING AUTHORITY
1. Approval/Issuance of Exploration Permit (EP)		MGB Director
2. Approval/Issuance of EP Renewal	<ul style="list-style-type: none"> <li>- 1<sup>st</sup> and 2<sup>nd</sup> Renewal upon prior clearance by the MGB Director</li> <li>- 3<sup>rd</sup> and further Renewal</li> </ul>	MGB Regional Director  Secretary <sup>36</sup>
3. Issuance of Order of Denial of EP/Renewal Application	EP Application	MGB Director/Regional Director <sup>37</sup>
	EP Renewal Application	Secretary/MGB Director/Regional Director <sup>38</sup>
4. Resolution of Appeal from Denial of EP/Renewal Application	Denial by MGB Regional Director	MGB Director
	Denial by MGB Director	Secretary
5. Approval/Issuance of Order for the Transfer or Assignment	EP Application	MGB Regional Director
	EP	
	- Issued by MGB Director	MGB Director
	- Renewed by MGB Regional Director	MGB Regional Director (Note: Upon prior clearance by the MGB Director)
	- Renewed by Secretary	Secretary
6. Approval/Issuance of Notice of Withdrawal		MGB Regional Director
7. Approval/Issuance of Notice of Relinquishment of EP	EP Application – Whole or Partial Relinquishment	MGB Regional Director
	EP – Whole or Partial Relinquishment	MGB Regional Director

<sup>36</sup>Upon the recommendation of the MGB Director

<sup>37</sup>The Regional Director can issue denial while the application is being processed/evaluated in the Regional Office. The MGB Director can issue denial if the application was endorsed to and being processed/evaluated in the Central Office.

<sup>38</sup>The Regional Director can issue denial while the application is being processed/evaluated in the Regional Office. The MGB Director can issue denial if the application was endorsed to and being processed/evaluated in the Central Office. The Secretary can issue denial if the application was endorsed to and being processed/evaluated in the DENR

## MANUAL OF AUTHORITIES

<b>SUBJECT: MINES AND GEOSCIENCES</b>		
<b>Exploration Permits</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
8. Issuance of Area Status and Clearance for EP Application		MGB Regional Director
9. Decision/Resolution on the Appeal from Denial of Area Clearance		Undersecretary for Field Operations
10. Issuance of Cancellation of EP	EP Issued by: - MGB Director  EP Renewed by: - MGB Regional Director  - Secretary	MGB Director/Secretary  MGB Regional Director/MGB Director/Secretary  Secretary
11. Resolution of Appeal from the Cancellation of EP	Cancellation by: - MGB Regional Director - MGB Director	MGB Director Secretary

## MANUAL OF AUTHORITIES

<b>SUBJECT: MINES AND GEOSCIENCES</b>		
<b>Other Permits/Accreditation</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
1. Approval/Issuance of Special Mines Permit (for Mineral Agreement Application only)	Original issuance and Renewal	MGB Director
2. Approval/Issuance of Special Minerals Extraction Permit (for Government Projects)	Extraction of onshore quarry, sand and gravel, clay and other materials for government projects in accordance with EO No. 200, s. 2000 and DAO No. 2000-39	Secretary
3. Approval/Issuance of Special Minerals Extraction Permit (for Dredging Projects)	Extraction of river sand and gravel in accordance with DPWH-DENR-DILG-DOTr JMC No. 2019-01 and MGB MC No. 2019-07	Secretary
4. Approval/Issuance of Special Exploration Permit	Exploration of marine sand and gravel for government reclamation projects	Secretary
5. Approval/Issuance of Government Seabed Quarry Permit (GSQP)	Extraction of marine and sand and gravel for government reclamation projects and other government projects	Secretary
6. Issuance of Denial of Special Mines Permit Applications		MGB Director
7. Approval/Issuance of Industrial Sand and Gravel Permit	For areas more than 5 has. up to 20 has.	MGB Regional Director
8. Approval/Issuance of Authority to Verify Minerals		MGB Director



## MANUAL OF AUTHORITIES

<b>SUBJECT: MINES AND GEOSCIENCES</b>		
<b>Financial or Technical Assistance Agreement (FTAA)</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
1. Approval/Issuance of Financial or Technical Assistance Agreement (FTAA)	Upon recommendation by the Secretary and the Negotiating Panel	President
2. Renewal of Exploration Period		MGB Director
3. Issuance of Denial of FTAA Application		MGB Regional Director
4. Issuance of Denial of FTAA Renewal Application	Upon recommendation by the Secretary and the Negotiating Panel	President  Appeal process shall be pursuant to the Rules of Court or the rules of the Office of the President
5. Resolution of Appeal from Denial of FTAA Application	Denial by MGB Regional Director	MGB Director
	Denial by MGB Director	Secretary
6. Approval/Issuance of Temporary EP pending approval of the FTAA		Secretary
7. Approval of Conversion of FTAA into Mineral Agreement		Secretary
8. Approval/Issuance of Order for the Transfer or Assignment	FTAA Application	MGB Regional Director
	FTAA	President
9. Issuance of Notice of Withdrawal	FTAA Application	MGB Regional Director
	FTAA	Secretary
10. Issuance of Notice of Relinquishment of FTAA Area	Whole or Partial Area Relinquishment	Secretary
11. Issuance of Area Status and Clearance for FTAA		MGB Regional Director
12. Decision/Resolution on the Appeal from Denial of Area Clearance		Undersecretary for Field Operations

## MANUAL OF AUTHORITIES

<b>SUBJECT: MINES AND GEOSCIENCES</b>		
<b>Financial or Technical Assistance Agreement (FTAA)</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
13. Approval of Contract Area Amendment		President
14. Approval of Contract Area Consolidation		President
15. Approval of Development/Utilization Work Program	Approval	MGB Director
	Amendment/Addendum/Supplementary of/to the approved Work Program	MGB Regional Director
16. Issuance of Cancellation	FTAA	President



## MANUAL OF AUTHORITIES

<b>SUBJECT: MINES AND GEOSCIENCES</b>		
<b>Mineral Agreement</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
1. Approval/Issuance of Mineral Agreement (MA)		Secretary
2. Approval/Issuance of MA Renewal		Secretary
3. Approval of Renewal of Exploration Period		MGB Director
4. Approval of Conversion of Mineral Production Sharing Agreement (MPSA) into Joint Venture Agreement and Co-Production Agreement or vice-versa		Secretary
5. Approval of Conversion of MA into FTAA	Upon recommendation by the Secretary and the Negotiating Panel	President
6. Approval of Conversion of MA Applications into FTAA Applications		MGB Regional Director
7. Approval/Issuance of Denial of MA/Renewal Application	Application for MA	MGB Regional Director
	MA Renewal Application	Secretary
8. Resolution of Appeal from Denial of Mineral Agreement Application	Denial by MGB Regional Director	MGB Director
9. Issuance of Cancellation		Secretary
10. Approval/Issuance of Order for the Transfer or Assignment	MA Application	MGB Regional Director
	MA	Secretary
11. Issuance of Notice of Withdrawal	MA Application	MGB Regional Director
	MA	MGB Director
12. Issuance of Notice of Relinquishment of MA Area (Whole or Partial)	Outside Mineral Reservation	MGB Regional Director
	Within Mineral Reservation	MGB Director

## MANUAL OF AUTHORITIES

<b>SUBJECT: MINES AND GEOSCIENCES</b>		
<b>Mineral Agreement</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
13. Decision/Resolution on the Appeal from Denial of Area Clearance		Undersecretary for Field Operations
14. Approval of Contract Area Amendment		Secretary
15. Approval of Contract Area Consolidation		Secretary
16. Approval of Development/Utilization Work Program	Approval	MGB Director
	Amendment/Addendum/Supplementary of/to the approved Work Program	MGB Regional Director

## MANUAL OF AUTHORITIES

<b>SUBJECT: MINES AND GEOSCIENCES</b>		
<b>Small-Scale Mining</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
1. Validation of People's Small-Scale Mining Area (PSSMA)/Minahang Bayan (MB)		MGB Regional Director
2. Endorsement of Clearance for the Declaration of PSSMA/MB		MGB Director
3. Issuance of Clearance for the Declaration of PSSMA/MB		Secretary
4. Approval of Reversion of PSSMA/MB		Secretary
5. Issuance of Cancellation of Small-Scale Mining Contract (SSMC)		P/CMRB/Secretary <sup>39</sup>
6. Issuance of Cancellation of MPL		P/CMRB/Secretary <sup>40</sup>

<sup>39</sup> Pursuant to RA 7076 and the RIRR, either the Secretary, having direct control, or the Board, as one of its main functions, can issue the cancellation of a SSMC or MPL for justifiable reasons and with due process.

<sup>40</sup> Pursuant to RA 7076 and the RIRR, either the Secretary, having direct control, or the Board, as one of its main functions, can issue the cancellation of a SSMC or MPL for justifiable reasons and with due process.

## MANUAL OF AUTHORITIES

<b>SUBJECT: MINES AND GEOSCIENCES</b>		
<b>Other Permits</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
1. Approval, Renewal, Cancellation and Revocation of Mineral Processing Permit	Less than or equivalent to PhP200M project cost	MGB Regional Director
	More than PhP200M up to Ph500M project cost	MGB Director
	Above PhP500M project cost	Secretary
2. Approval/Issuance of Ore Transport Permit	For Mining Contracts and Permit and Accreditations of Traders/ Dealers/Retailers issued by DENR/MGB	MGB Regional Director
	For Mining Permit issued by Provincial Governor/City Mayor	Governor/City Mayor
	For SSMC	Provincial/City Mining Regulatory Board (P/CMRB)
3. Approval/Issuance of Mineral Ore Export Permit	For Mining Contracts and Permits and Accreditations of Traders/Dealers/Retailer issued by DENR/MGB	
	- 1 <sup>st</sup> time issuance	MGB Director
	- Succeeding issuances	MGB Regional Director
	For ISAG or Quarry Permit issued by Provincial Governor/City Mayor	Governor/City Mayor and subject to confirmation by MGB Regional Director
	For Small-Scale Mining Contract (SSMC)	P/CMRB and subject to confirmation by the MGB Regional Director
4. Approval/Issuance of Certification for Transport of Rock/Mineral/Soil Samples/Ores/Mineral Products	For material weighing 2 tons and below	MGB Director/Regional Director (where the request was filed)
5. Approval/Issuance of Delivery Receipt	For Industrial Sand and Gravel (ISAG) of more than 5 has. but not to exceed 20 has.	MGB Regional Director

## MANUAL OF AUTHORITIES

<b>SUBJECT: MINES AND GEOSCIENCES</b>		
<b>Other Permits</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
	For ISAG and Commercial Sand and Gravel Permits of 5 has. or less	Governor/City Mayor
6. Approval/Issuance of Dispatch Receipt	For MGB-issued ISAG re: the transport of Sand and Gravel materials from extraction site to processing plant	MGB Regional Director
7. Approval/Issuance of Certificate of Accreditation	Traders/Dealers/Retailers Original issuance and Renewal	MGB Regional Director

## MANUAL OF AUTHORITIES

<b>SUBJECT: MINES AND GEOSCIENCES</b>		
<b>Mine Safety Permits</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
1. Issuance/Renewal of Permanent/Temporary Safety Engineer/Inspector Permit	All Mining Contracts and Permits issued by MGB ROs/CO/ DENR/OP	MGB Regional Director
2. Issuance/Renewal of Authority to Install Electrical/Mechanical Equipment	All Mining Contracts and Permits issued by MGB ROs/CO/DENR/ OP	MGB Regional Director
3. Issuance/Renewal of Permit to Operate Electrical/Mechanical Equipment	All Mining Contracts and Permits issued by MGB ROs/CO/DENR/ OP	MGB Regional Director

## MANUAL OF AUTHORITIES

<b>SUBJECT: MINES AND GEOSCIENCES</b>		
<b>Explosives</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
1. Issuance of Endorsement of Purchaser's License Application to PNP		MGB Regional Director
2. Issuance of Endorsement of License to Purchase/Transfer Explosives Application to PNP		MGB Regional Director
3. Issuance of Endorsement of Blasters Foreman's License Application to PNP		MGB Regional Director



## MANUAL OF AUTHORITIES

<b>SUBJECT: MINES AND GEOSCIENCES</b>		
<b>Mining Project Feasibility</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
Approval of Declaration of Mining Project Feasibility	Exploration Permit, Mineral Agreement or Financial or Technical Assistance Agreement (FTAA) or Mineral Processing Permit (MPP)	MGB Director
	MPP (Php200 Million and below)	MGB Regional Director

## MANUAL OF AUTHORITIES

<b>SUBJECT: MINES AND GEOSCIENCES</b>		
<b>Agreement</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
Approval of Memorandum of Agreement/Operating Agreement and other similar forms of Agreement for Mining Rights	All Mining Contracts and Permits issued by MGB ROs	MGB Regional Director
	All Mining Contracts and Permits issued by MGB CO/DENR/OP	MGB Director

## MANUAL OF AUTHORITIES

<b>SUBJECT: MINES AND GEOSCIENCES</b>		
<b>Safety and Health, Environmental and Social Development Programs</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
1. Approval of Safety and Health Program	All Mining Contracts and Permits issued by MGB ROs/CO/DENR/OP	MGB Regional Director
2. Approval of Environmental Protection and Enhancement Program (EPEP)/Final Mine Rehabilitation and/or Decommissioning Plan (FMR/DP)	Mineral Agreements, FTAA, Permits (SMP, SMEP, GSQP, MPP above 200M)	Contingent Liability and Rehabilitation Fund Steering Committee (CLRFSC)
	Industrial Sand and Gravel (more than 5 has. to 20 has), MPP below 200M	Mine Rehabilitation Fund Committee (MRFC)
	DENR River Restoration Projects	MRFC
3. Approval of Annual EPEP	All Mining Contracts and Permits issued by MGB ROs/CO/DENR/OP	MRFC
4. Approval of Annual Work and Financial Plan for the Implementation of the FMR/DP	Mineral Agreements, FTAA, Permits (SMEP, GSQP, MPP above 200M)	CLRFSC
	Industrial Sand and Gravel (more than 5 has. to 20 has), MPP below 200M	MRFC
	DENR River Restoration Projects	MRFC
5. Approval of Social Development and Management Program (SDMP) and Annual SDMP	All Mining Contracts and Permits issued by MGB ROs/CO/DENR/OP	MGB Regional Director
	Permits issued by Governor/ City Mayor	MGB Regional Director as Chair of P/CMRB
6. Approval of Community Development Program	All Mining Contracts and Permits issued by MGB ROs/CO/DENR/OP that are under exploration phase	MGB Regional Director
7. Issuance of Certificate of Environmental Management and Community Relations Records (CEMCRR) or	Applicants of Mining Contracts/Permits issued by OP/DENR/MGB  <i>(Note: MA, EP, FTAA, SMEP, GSQP, Industrial</i>	MGB Regional Director

## MANUAL OF AUTHORITIES

SUBJECT: MINES AND GEOSCIENCES		
Safety and Health, Environmental and Social Development Programs		
ACTIVITY	LIMITS OF AUTHORITY	APPROVING/ISSUING AUTHORITY
Certificate of Exemption (CoE) from CEMCRR	<i>Sand and Gravel Permits, MPP)</i>	

## MANUAL OF AUTHORITIES

<b>SUBJECT: MINES AND GEOSCIENCES</b>		
<b>Mining-Related Surveys</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
1. Approval of Survey Order	Within Mineral Reservation	MGB Regional Director
	Outside Mineral Reservation	MGB Regional Director
2. Approval of Survey Plan	Within Mineral Reservation	MGB Regional Director
	Outside Mineral Reservation	MGB Regional Director
3. Deputation of Geodetic Engineer		MGB Regional Director

## MANUAL OF AUTHORITIES

<b>SUBJECT: MINES AND GEOSCIENCES</b>		
<b>Adverse Claim, Protest/Opposition [Regional Panel of Arbitrators (RPA)/ Mines Adjudication Board (MAB)]</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
1. Resolution of Adverse Claim, Protest or Opposition	Cases docketed in the Regional Panel of Arbitrators (RPA)	RPA
2. Issuance of Order of Execution/Finality of Decision	Cases resolved with finality by the RPA	RPA
	Cases resolved with finality by the Mines Adjudication Board (MAB)	MAB
3. Resolution of Appeal on the Decision of the RPA	Cases resolved by the MAB	MAB

## MANUAL OF AUTHORITIES

<b>SUBJECT: MINES AND GEOSCIENCES</b>		
<b>Enforcement</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
1. Deputation as Deputy Environment and Natural Resources Officers (DENROs) for Mines	For a maximum of one (1) year subject to renewal: <ul style="list-style-type: none"> <li>- Individual (private)</li> <li>- Members of groups/ organizations with community and up to region-wide membership</li> <li>- Local government units personnel</li> <li>- MGB embedded personnel</li> </ul>	MGB Regional Director
2. Deputation of DENR Personnel and Law Enforcement Personnel as Deputy Environment and Natural Resources Officers (DENROs) for Mines	For a maximum of one (1) year subject to renewal: <ul style="list-style-type: none"> <li>- PENRO and CENRO Personnel</li> <li>- Personnel of PNP, AFP, NBI and other Law Enforcement Agencies with region-wide jurisdiction</li> </ul>	MGB Regional Director
	- PENR and CENR Officers	MGB Director
	- RED and ARDs	Secretary
	- Personnel of PNP, AFP, NBI, and other Law Enforcement Agencies with nationwide jurisdiction	Secretary/MGB Director
3. Apprehension	For illegal mining activities and transport of illegally-sourced Mineral, Mineral Products and By-Products including Tools, Conveyances and Equipment used	Any of the following who are physically present in the conduct of apprehension/arrest: <ul style="list-style-type: none"> <li>- MGB Director</li> <li>- MGB Regional Director</li> <li>- MGB Personnel authorized by the Director or the Regional Director</li> </ul>



## MANUAL OF AUTHORITIES

<b>SUBJECT: MINES AND GEOSCIENCES</b>		
<b>Enforcement</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
		<ul style="list-style-type: none"> <li>- Deputized DENR Personnel and Law Enforcement Personnel</li> <li>- DENROs for Mines</li> </ul>
4. Issuance of Cease and Desist Order	For Illegal Mining Activities	MGB Director/MGB Regional Director
5. Seizure/Issuance of Seizure Receipt	Illegally-sourced Minerals, Mineral Products and By-Products including Tools, Conveyances, and Equipment used in the commission of the offense	<p>Any of the following who are physically present in the conduct of apprehension/arrest/seizure:</p> <ul style="list-style-type: none"> <li>- MGB Director</li> <li>- MGB Regional Director</li> <li>- MGB Personnel authorized by the Director or the Regional Director</li> <li>- Deputized DENR Personnel and Law Enforcement Personnel</li> <li>- DENROs for Mines</li> <li>- Team Leader of the Apprehending Team</li> </ul>
6. Issuance of Temporary Release Order	Seized conveyances	MGB Director/MGB Regional Director
7. Issuance of Release Order/Confiscation Order	Seized Minerals, Mineral Products and By-Products, Including Tools, Conveyances, and Equipment used in the commission of the offense	MGB Director/MGB Regional Director
8. Issuance of Final Confiscation Order	Cases Resolved with finality by the MGB Regional Office	MGB Regional Director
	Cases resolved with finality by the MGB Central Office	MGB Director
9. Disposition of Confiscated Minerals/Mineral Products, and By-Products	Through Public Bidding by the Committee on Bids and Awards on Confiscated Mineral Products	MGB Regional Director (with the clearance from the MGB Director or Secretary)/MGB Director/Secretary

## MANUAL OF AUTHORITIES

<b>SUBJECT: MINES AND GEOSCIENCES</b>		
<b>Enforcement</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
	Donation to other government agencies or instrumentalities	MGB Regional Director (with the clearance from the MGB Director or Secretary)/MGB Director/Secretary
	Use of Confiscated Minerals/Mineral Products, and By-Products	MGB Director/Secretary

## MANUAL OF AUTHORITIES

**SUBJECT: MINES AND GEOSCIENCES**

### **Authority to Hire Foreign National**

<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
Issuance of Endorsement for Authority to Hire Foreign National	In a form of Endorsement to the Department of Labor and employment (DOLE)	MGB Director

## MANUAL OF AUTHORITIES

<b>SUBJECT: MINES AND GEOSCIENCES</b>		
<b>Laboratory Services</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
1. Metallurgical/Fire Assay Test	Ores, mineral samples, gold bullion/bars, submitted by various mining stakeholders and other government agencies	MGB Director/Regional Director
2. Chemical Analysis	Ores, minerals, metallurgical products submitted by various mining stakeholders and other government agencies	MGB Director/Regional Director
3. Petrographic, Mineragraphic, Megascopic Petrochemical, Paleontological, Sedimentological, XRD and XRF analyses.	Ores, Minerals, rocks, water samples submitted by various stakeholders and other government agencies to: - MGB Central Office - MGB Regional Office	MGB Director MGB Regional Director

## MANUAL OF AUTHORITIES

<b>SUBJECT: MINES AND GEOSCIENCES</b>		
<b>Additional Activities</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING/ISSUING AUTHORITY</b>
1. Issuance of Geohazard Certification	Government-funded Infrastructure projects, social housing projects as required by the DBM	MGB Regional Director or MGB Director in the case of NCR
2. Issuance of Geohazard Identification Report	Housing projects [covered by Initial Environmental Examination (IEE)]	MGB Regional Director or MGB Director in the case of NCR
3. Issuance of Geohazard Site Scoping Report	Subdivision development projects, housing projects that requires EIA/EIS, and other land development and infrastructure projects, private or public	MGB Regional Director or MGB Director in the case of NCR
4. Issuance of Geohazard Verification Report	Subdivision development projects, housing projects that requires EIA/EIS, and other land development and infrastructure projects, private or public	MGB Regional Director or MGB Director in the case of NCR

