



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region
Provincial Environment and Natural Resources Office

September 28, 2023

MEMORANDUM

FOR : The Regional Executive Director
MIMAROPA Region

THRU : The Assistant Regional Director for Management Services
MIMAROPA Region

FROM : The OIC-PENRO
Calapan City, Oriental Mindoro

SUBJECT : MEMORANDUM OF AGREEMENT BETWEEN DENR EMB AND
DENR MIMAROPA REGION

Forwarded herewith is the draft Memorandum of Agreement (MOA) between the Environmental Management Bureau – Department of Environment and Natural Resources (EMB-DENR) MIMAROPA Region represented by Regional Director Joe Amil M. Salino and Department of Environment and Natural Resources MIMAROPA Region represented by Regional Executive Director Felix S. Mirasol, Jr.

The attached MOA will support and serve as a basis for payment of all expenses incurred by DENR EMB-MIMAROPA Oil Spill Task Force in conducting activities related to the oil spill incident in the Province of Oriental Mindoro. Said expenses shall be charged to the downloaded allotment from DENR-Central Office to PENRO-Oriental Mindoro with SAA No. 2023-03-116 dated March 22, 2023

Attached also are the copy of approved Work and Financial Plan, copy of approved DENR Special Order on the Creation of the DENR Task Force for MT Princess Empress Oil Spill and draft of Regional Special Order regarding the Creation of Task Force Committees for the immediate response to oil spillage in the province of Oriental Mindoro for reference.

For review and comments.


ALAN VALLE

Tracking No:
FN: MSD

MEMORANDUM OF AGREEMENT

KNOW ALL MEN BY THESE PRESENTS:

The **ENVIRONMENTAL MANAGEMENT BUREAU – DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES (EMB-DENR) MIMAROPA REGION**, a government agency duly organized and existing under the laws of the Republic of the Philippines, represented herein by **JOE AMIL M. SALINO**, Regional Director, with office address at DENR By the Bay Building, Roxas Boulevard, Ermita, Manila, hereinafter referred to as the **First Party**;

and

The **DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES MIMAROPA REGION** a government agency duly organized and existing under the laws of the Republic of the Philippines, represented herein by **FELIX S. MIRASOL, JR.**, Regional Executive Director, with office address at DENR By the Bay Building, Roxas Boulevard, Ermita, Manila hereinafter referred to as **Second Party**.

Hereinafter, collectively referred to as “Parties”

WITNESSETH, that

WHEREAS, the DENR is mandated to lead in the conservation, management, development, and proper use of the country’s environment and natural resources, with a mission to pursue sustainable development, enable stakeholders’ participation in the protection, conservation, and management of the environment and natural resources, and particularly, for the EMB MIMAROPA Region to ensure attainment of environmental quality that is conducive for the present and future generations;

WHEREAS, on 28 February 2023, an oil tanker named MT Princess Empress capsized at Balingawan Point in Naujan, Oriental Mindoro, and spilled an estimated amount of 800,000 liters of industrial fuel oil, affecting various areas in the MIMAROPA Region, including the Province of Oriental Mindoro;

WHEREAS, the EMB MIMAROPA Region is mandated to implement various environmental laws, including the Republic Act (RA) No. 9275 or the Philippine Clean Water Act of 2004, RA No. 8749 or the Philippine Clean Air Act of 1999, and RA No. 6969 or the Toxic Substances and Hazardous and Nuclear Wastes Control Act of 1990, among others;

WHEREAS, RA 9275 provides for comprehensive water quality management in all water bodies and shall primarily apply to the abatement and control of pollution from land-based sources, provided, further, that the water quality standards and regulations and the civil liability and penal provisions under the said Act shall be enforced irrespective of sources of pollution;

WHEREAS, Section 3 of RA 8749 states that the state shall formulate and enforce a system of accountability for the short and long-term adverse environmental impact of a project, program, or activity. This shall include the setting up of a funding or guarantee mechanism for clean-up and environmental rehabilitation and compensation for personal damages;

WHEREAS, Section 2 of RA 6969 states that it is the policy of the State to regulate, restrict, or prohibit the importation, manufacture, processing, sale, distribution, use, and disposal of chemical substances and mixtures that present unreasonable risk and/or injury to health or the environment; to prohibit the entry, even in transit, of hazardous and nuclear wastes and their disposal into the Philippine territorial limits for whatever purpose; and to provide advancement and facilitate research and studies on toxic chemicals;

WHEREAS the Parties hereby agree and bind themselves to collaborate to implement the objectives of the aforementioned laws in response to the Naujan Oil Spill Incident.

NOW, THEREFORE, for and in consideration of these premises, the parties agree as follows:

Section 1. Role of the First Party

1. Conduct oil spill-related activities including, but not limited to, water quality monitoring, air quality monitoring, hazardous waste monitoring, attendance to multisectoral meetings, attendance to shoreline assessment/surveys, and other activities relevant to the Naujan Oil Spill Response;
2. Prepare and submit the necessary reports (i.e. progress, travel, & accomplishment reports) to the EMB MIMAROPA Regional Director and copy furnished to the DENR MIMAROPA;
3. EMB MIMAROPA Bids and Awards Committee (BAC) shall prepare and conduct the procurement process for the Laboratory Analysis of water samples collected in the oil spilled affected areas and
4. Submit the Disbursement Vouchers with complete documentary requirements to the Second Party to facilitate the payment of claims.

Section 2. Role of the Second Party

1. Support the EMB MIMAROPA Region for the implementation of the various environmental laws relevant to the Naujan Oil Spill Response;
2. Conduct monitoring of the First Party's progress through submitted accomplishment reports to the EMB MIMAROPA Regional Director copy furnished to the DENR MIMAROPA;
3. All expenses incurred by the First Party related to the Naujan Oil Spill Incident, such as travel expenses for monitoring activities and Labor and Supplies for Laboratory Analysis of the collected water samples, shall be charged to the Allotment downloaded from DENR Central Office intended for the Emergency Response to Areas Affected by Oil Spill under SAA-2023-03-116 dated March 22, 2023; and
4. Process and facilitate the payment of expenses incurred by the First party in the conduct of activities relevant to the Naujan Oil Spill Incident.

Section 3. Visitorial Audit by the Commission on Audit

To determine the accountability relationship between the Parties herein, both Parties hereby agree to allow the COA and its auditor to conduct a visitorial audit of the fund assistance in accordance with Auditing and Accounting rules and regulations.

Section 4. Joint Monitoring and Evaluation of Activities

To ensure the attainment of the set objectives, the First Party and the Second Party shall jointly monitor and evaluate activities conducted under this Agreement regularly and submit relevant reports to the DENR Central Office.

Section 5. Duration

The Parties agree that the implementation of the activities/programs described under this Agreement shall commence upon the signing of this Agreement and be completed **on or before 31 December 2023** unless otherwise amended by both parties.

Section 6. Amendments

By mutual consent, this Agreement or part hereof may be modified and extended or supplemented by the Parties to ensure that the objectives of this Agreement are achieved. The DENR Central Office shall be furnished with a copy of any modification hereof.

Section 7. Effectivity

This Agreement shall take effect upon signing hereof by the Parties and shall continue to be in full force and effect until the completion of activities mentioned herein.

IN WITNESS WHEREOF, the Parties hereby affix their signature on this ____ day of _____ at _____.

JOE AMIL M. SALINO
Regional Director
Environmental Management Bureau
MIMAROPA Region

FELIX S. MIRASOL, JR.
Regional Executive Director
Department of Environment and Natural
Resources – MIMAROPA Region

WITNESSES:

EDERLITA U. LABRE
Chief, PEMU-Oriental Mindoro
EMB MIMAROPA Region

ALAN L. VALLE
OIC, PENRO-Oriental Mindoro
DENR MIMAROPA Region

Republic of the Philippines)
City of Manila, Metro Manila) S.S

ACKNOWLEDGEMENT

BEFORE ME, this _____ day of _____ at the City of Manila personally appeared the following:

NAME	Competent Proof of Identity (Valid Gov’t issued ID)	DATE/PLACE ISSUED
JOE AMIL M. SALINO		
FELIX S. MIRASOL, JR.		

Known to me to be the same person who executed the foregoing instrument, and they acknowledge to me the same is their free and voluntary act of deed.

WITNESS MY HAND AND SEAL on the date and place first above written.

Doc. No. _____
Page No. _____
Book No. _____
Series of 2023

Notary Public



Republic of the Philippines
Department of Environment and Natural Resources

Visayas Avenue, Diliman, Quezon City 1100
Trunkline: (+632) 929-6626 / 929-6635 / 929-4028 / 929-4028
E-mail: web@denr.gov.ph / Website: <http://www.denr.gov.ph>

MEMORANDUM

FOR : THE REGIONAL EXECUTIVE DIRECTOR
DENR Region 4B-MIMAROPA

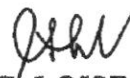
FROM : THE OIC-DIRECTOR
Policy and Planning Service

SUBJECT : APPROVED FY 2023 WORK AND FINANCIAL PLAN FOR THE
EMERGENCY RESPONSE OF AREAS AFFECTED BY OIL SPILL
IN ORIENTAL MINDORO

DATE : 02 JUN 2023

We are respectfully providing you a copy of the approved FY 2023 Work and Financial Plan for the emergency response of areas affected by oil spill in Oriental Mindoro amounting to **EIGHT MILLION SIX HUNDRED SEVENTY-FIVE THOUSAND PESOS (PhP8,675,000)**.

For information and reference.


CHERYL LOISE T. LEAL

*Cc: The OIC-Chief
Program Monitoring and Evaluation Division*

*The Chief
Budget Division*

Department of Environment and Natural Resources

WORK AND FINANCIAL PLAN

FY 2023

(In Thousand Pesos)

Agency/Bureau: DENR MIMAROPA REGION

Purpose: EMERGENCY RESPONSE TO AREAS AFFECTED BY OIL SPILL

PROGRAM /ACTIVITY /PROJECT	Unit Cost	PERFORMANCE INDICATORS	PROVINCE/ MUNICIPALITY	PHYSICAL PERFORMANCE TARGET					FINANCIAL PERFORMANCE TARGET					
				Q1	Q2	Q3	Q4	TOTAL	EXPENSE CLASS	Q1	Q2	Q3	Q4	TOTAL
P/A/P: OPERATIONS AGAINST ILLEGAL ENVIRONMENT AND NATURAL RESOURCES				Total	Total	Total	Total			Total	Total	Total	Total	
CLEAN-UP OF AFFECTED COASTAL AND MANGROVE AREAS									GRAND TOTAL	4,990	1,905	890	890	8,675
1. Coordination/Meeting/Linkaging with ONGAs/LGUs and Private sectors	10,000/meeting	Coordination/meeting/linkaging conducted for LGU (no.)	Oriental Mindoro	11	11	11	11	44		110	110	110	110	440
	50,000/meeting	Coordination/meeting/linkaging conducted with ONGA and Private sectors (no.)		1	1	1	1	4		50	50	50	50	200
2. Procurement of Supplies and Equipment														
a. Personal Protective Equipment (Jumper boots, Industrial Grade Gloves and Mask)	2,000/set	PPE procured (no.)		1,000				1,000		2,000				2,000
b. Container Drum	1,000/container	Supplies and equipment procured (no.)		1000				1,000		1,000				1,000
CEPA														
1. Conduct of IEC (Management and rehabilitation of the affected coastal and marine areas	10,000/IEC	IEC conducted (no.) barangay			76			76			760			760
2. Installation of Signages	5,000/signage	Signages installed (no.)			11			11			55			55
Assessment of the affected Marine and Coastal Areas														
1. Conduct of Rapid Assessment for the affected Marine and Coastal Area		Rapid assessment conducted with report submitted (no.)	PENRO Oriental Mindoro	1						350				350
		Orientation on the conduct of Rapid Assessment conducted (no.)	PENRO Oriental Mindoro	1						50				50
	25,000/activity	Writeshop on the result of Rapid Assessment Conducted (no.)	PENRO Oriental Mindoro	1						250				250

Department of Environment and Natural Resources

WORK AND FINANCIAL PLAN

FY 2023

(In Thousand Pesos)

Agency/Bureau: DENR MIMAROPA REGION

Purpose: EMERGENCY RESPONSE TO AREAS AFFECTED BY OIL SPILL

PROGRAM /ACTIVITY /PROJECT	Unit Cost	PERFORMANCE INDICATORS	PROVINCE/ MUNICIPALITY	PHYSICAL PERFORMANCE TARGET					FINANCIAL PERFORMANCE TARGET					
				Q1	Q2	Q3	Q4	TOTAL	EXPENSE CLASS	Q1	Q2	Q3	Q4	TOTAL
				Total	Total	Total	Total			Total	Total	Total	Total	
	30,000/municipality or province	Presentation of the result of Rapid Assessment	PENRO Oriental Mindoro		10					300				300
2. Designation of "No Touch Area" for future assessment and studies in coordination with BLGU, MLGU and PLGU	50,000/area	"No Touch Area" established (no.)	PENRO Oriental Mindoro	1				1		50				50
Regional and PENRO Oil Spill Repsonse Team														
1. Creation and Operationalization of Regional and PENRO Oil Spill Response Team thru RSO		Regional and PENRO Oil Spill Response Team created and submitted to RO for approval and issuance of RSO (No.)	PENRO Oriental Mindoro	1				1		530	530	530	530	2,120
		Meeting reports prepared (no.)	PENRO Oriental Mindoro	1	1	1	1	4						
2. Activities documentations and monitoring		Daily Monitoring Report submitted to PENRO per site (no.)	PENRO Oriental Mindoro		76	76	76	76			100	100	100	300
Project Management and Supervision			PENRO Oriental Mindoro							300	300	100	100	800

Prepared by:

JONAS PAOLO M. SALUDO

OIC-Chief, Planning and Management Division

RUBY C. BAUTISTA

Chief, Finance Division

Recommending Approval:

DONNA MAYOR-GORDOVE, CESO IV

Assistant Regional Director for Management Services

LORMELYN E. CLAUDIO, CESO IV

Regional Executive Director

Approved by:

ATTY. JONAS R. LEONES

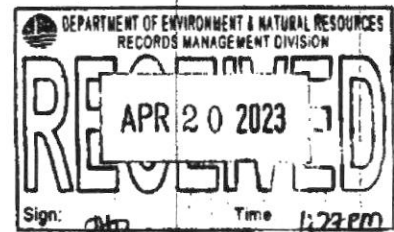
Undersecretary for Policy, Planning
and International Affairs

ATTY. ANALIZA REBUERTA-TEH

Undersecretary for Finance, Information Systems,
and Climate Change



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region



MEMORANDUM

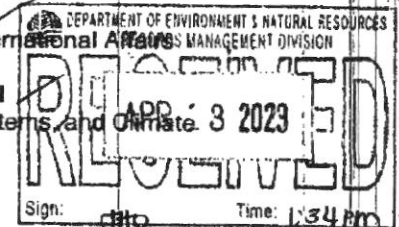
FOR : **ATTY. JONAS R. LEONES, CESO I**
Undersecretary for Policy, Planning and International Affairs

ATTY. ANALIZA REBUERTA-TEH, CESO I
Undersecretary for Finance, Information Systems and Change

FROM : **THE REGIONAL EXECUTIVE DIRECTOR**

SUBJECT : **FY 2023 WORK AND FINANCIAL PLAN FOR THE EMERGENCY RESPONSE OF AREAS AFFECTED BY OIL SPILL IN ORIENTAL MINDORO**

DATE : **22 March 2023**



In response to the memorandum dated 22 March 2023 of Director Cheryl Loise T. Leal, Policy and Planning Service, respectfully submitting the revised Work and Financial Plan (WFP) for the Emergency Response to Areas Affected by the Oil Spill amounting to EIGHT MILLION SIX HUNDRED SEVENTY-FIVE THOUSAND Pesos (Php 8,675,000.00).

Please issue the Sub-Allotment Advice (SAA) directly to PENRO Oriental Mindoro. However, please be informed that we will restore, thru the issuance of negative SAA, the downloaded Secretary's fund which was used to initially fund the Emergency Response activities pending approval of the submitted WFP.

For your consideration, *Sir*


LORMELYN E. CLAUDIO, CESO IV

cc: MARILOU G. ERNI
Chief of Staff and Supervising Undersecretary for Strategic Communications

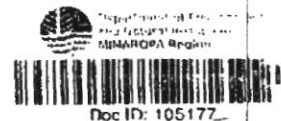
ATTY. JUAN MIGUEL T. CUNA, CESO I
Undersecretary for Field Operations - Luzon, Visayas and Environment

NONITA S. CAGUIOA
Assistant Secretary for Finance, Information Systems and Mining Concerns

GILBERT C. GONZALES, CESO III
OIC, Assistant Secretary for Field Operations - Luzon and Visayas

ANGELITO V. FONTANILLA
Director, Financial and Management Service

CHERYL LOISE T. LEAL
OIC Director, Policy and Planning Service



DE-NR by the Bay Bldg., 1515 L. & S Building, Roxas Boulevard, Ermita, Manila 1000
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Website: dnr.gov.ph



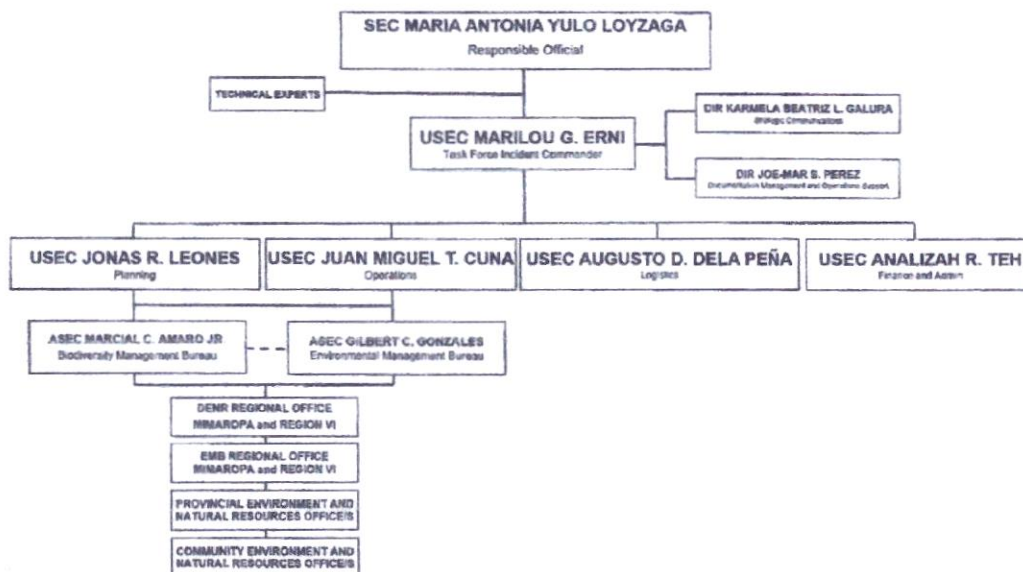
Republic of the Philippines
Department of Environment and Natural Resources
Visayas Avenue, Diliman, Quezon City, 1100
Tel. Nos. (632) 8929-6626 to 29; VOIP Trunkline (632) 8755-3300/8755-3330
Website: <http://www.denr.gov.ph>

MAR 09 2023

SPECIAL ORDER
No. 2023 - 82

SUBJECT : CREATION OF THE DENR TASK FORCE FOR MT PRINCESS EMPRESS OIL SPILL

In the interest of service and in response to the oil spill incident due to capsized MT Princess Empress Oil Spill that transpired in Naujan, Oriental Mindoro on 28 February 2023, thereby affecting several municipalities and provinces, hereby created is the DENR Task Force for the MT Princess Empress Oil Spill:



The Task Force shall perform the following general duties and responsibilities:

1. Implement all necessary strategic and tactical actions in order to facilitate the immediate and long-term risk management strategies and protection of the ecosystems, the environment and natural resources, resulting from the incident.
2. Perform the mandated functions of the DENR, with reference to the National Oil Spill Contingency Plan (NOSCP), to wit:

Particulars	Activities
Preparation	1. Identify possible disposal sites and to provide list of registered Hazardous Wastes Storage and Treatment facilities 2. Facilitate/Issuance importation permits for response materials
Tier I, II and III Response	3. Provide experts to join in the conduct of assessment and water quality monitoring

3. Perform other relevant tasks, as directed by the Secretary.

Tayo ang kalikasan!

Each member of the Task Force shall undertake the following duties and responsibilities:

PARTICULARS	DUTIES AND RESPONSIBILITIES
Responsible Official	Provide overall strategic direction and guidance
Task Force Incident Commander	<ol style="list-style-type: none"> 1. Supervise the implementation of the strategic and tactical actions of the Task Force based on the direction and guidance of the Responsible Official 2. Serve as DENR's focal person to coordinate with the NDRRMC's Task Force and the Incident Management Teams on the ground jointly led by the Local Chief Executives and the Philippine Coast Guard 3. Report regular updates to the Secretary as Responsible Official in connection with the progress of the incident 4. Supervise (a) Strategic Communications and (b) Document Management and Operations Support in support to the Task Force
Planning	<ol style="list-style-type: none"> 1. Lead the analysis of the short, medium and long-term environmental impacts of the incident 2. Determine the projected cost of the damage brought about by the oil spill and recommend strategic interventions and building collaboration for recovery, rehabilitation and resilience 3. Supervise the Bureaus, Regional Offices, PENROs and CENROs in the tactical implementation of the requirements of the Task Force
Operations	<ol style="list-style-type: none"> 1. Monitor the progress of the incident, 2. Prepare and consolidate periodic Situational Reports highlighting the overview, effects and actions taken, among others, as well as other relevant reports 3. Ensure implementation of all tactical actions as required by the Task Force to include mobilization of assessment, surveillance and cleanup teams 4. Coordinate and collaborate with responding agencies, offices and organizations to contain the containment and cleanup operations 5. Supervise the Bureaus, Regional Offices, PENROs and CENROs in the tactical implementation of the requirements of the Task Force
Logistics and	Provide logistics and resources support for the Task Force
Finance and Admin	Ensure sustainment of the financial and administrative requirements of the Task Force

All concerned Key Officials are hereby authorized to assign respective personnel in the performance of duties and responsibilities. Other Key Officials may be added as necessary.

The Task Force shall remain in operation until the termination of response, rehabilitation and recovery operations for the oil spill incident.

This Order shall be effective immediately.

MARIA ANTONIA YULO LOYZAGA





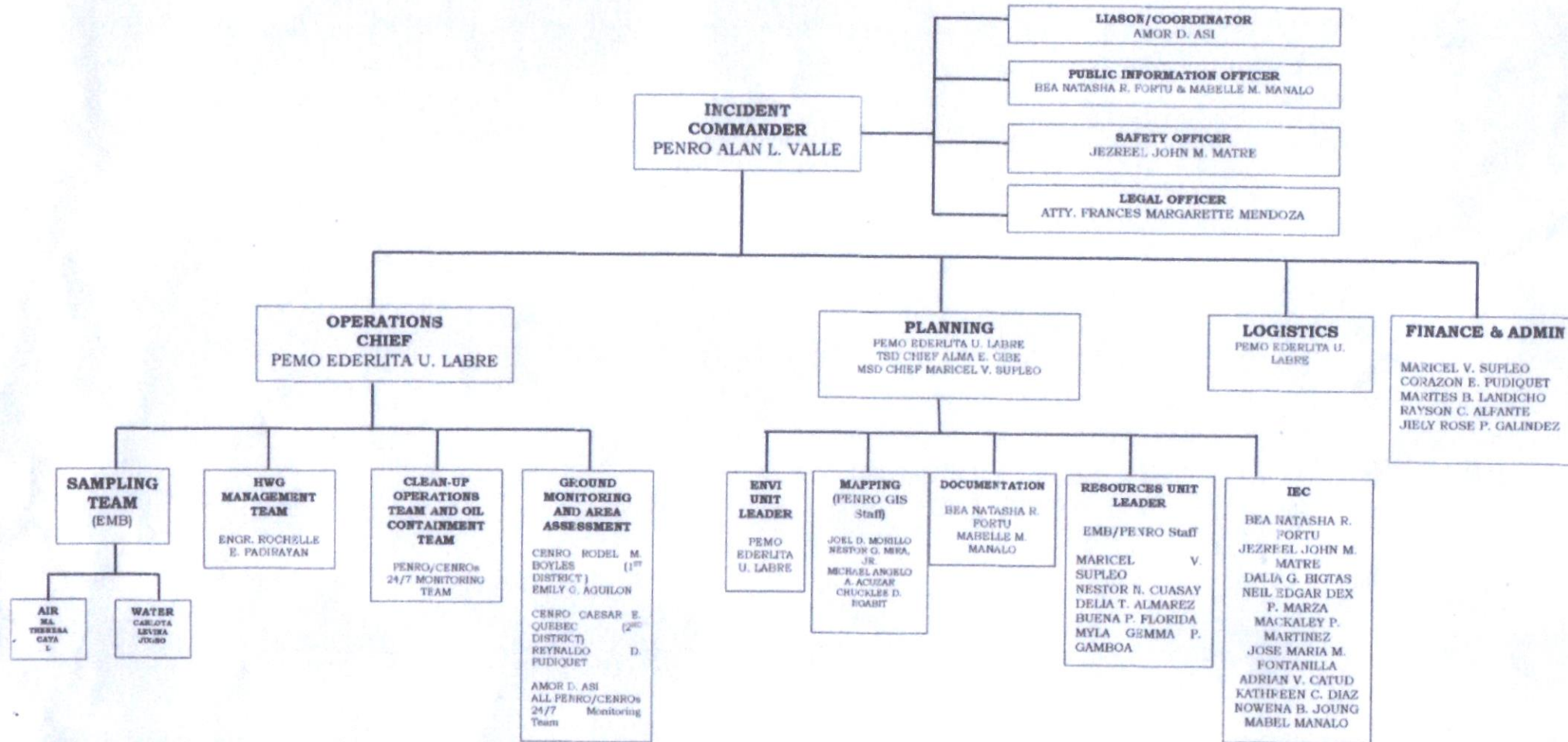
Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region

Document Routing Slip

Document Number: E-2023-104902 **Date Endocded:** 09-Mar-2023
Sender: MARIA ANTONIA YULO LOYZAGA - DENR Secretary
Address: Records Management Division rmdd@denr.gov.ph
Subject: CO SO-2023-82 DTD. MARCH 9, 2023 -RE: CREATION OF THE DENR TASK FORCE FOR MT PRINCESS EMPRESS OIL SPILL
Addressee: Office of the Regional Executive Director
Attachment(s): Special-Order; upload/emails/ored email 2023/march/3-9-2023/a3
Urgent: Yes; received by Records - Robert
Date Received: 09-Mar-2023

ROUTING AND ACTION INFORMATION				
FROM	DATE RECEIVED	FOR/TO	DATE RELEASED	ACCEPTANCE REMARKS/ACTION REQUIRED/TAKEN REMARKS/STATUS
RECORDS	2023-03-09	ARDTS	2023-03-09	Date: 2023-03-09 Status: OUT From: rtpanti Message: Special-Order forwarded for your information and appropriate action
		<i>Jay</i> <i>29-mar</i>		Remarks: <input type="checkbox"/> For Information <input type="checkbox"/> For Recommendation <input type="checkbox"/> For Approval <input type="checkbox"/> For Immediate Action <input type="checkbox"/> For Information Only Retn: <i>Pls email this to as</i> <i>unmnd for creation of Task Force</i> <i>(COO, ED, PERS. + GEN. Mgr)</i> <i>J. Y. YULO</i> OIC, Assistant Regional Director for Technical Services

TASK FORCE MT PRINCESS EMPRESS DENR INCIDENT COMMAND TEAM (ICT)





Regional Special Order

No. _____

Series of 2023

**SUBJECT: CREATION OF TASK FORCE COMMITTEES FOR THE
IMMEDIATE RESPONSE TO OIL SPILLAGE IN THE
PROVINCE OF ORIENTAL MINDORO**

In the interest of the service and in order to take part in the immediate actions needed to be taken as emerging response to oil spillage in the province of Oriental Mindoro, the Committees are hereby created to be composed of the following:

Incident Commander:

PENRO Alan L. Valle

Liaison/Coordinator

Amor D. Asi

Public Information Office

Bea Natasha R. Fortu
Mabelle M. Manalo

Safety Officer

Jezreel John M. Matre

Legal Officer

Atty. Frances Margarette Mendoza

Operations:

PEMO Ederlita U. Labre

Planning:

PEMO Ederlita U. Labre
TSD Chief, Alma E. Gibe
MSD Chief, Maricel V. Supleo

Logistics:

PEMO Ederlita U. Labre

Finance & Admin

Maricel V. Supleo
Corazon E. Pudiquet
Marites B. Landicho
Rayson C. Alfante
Jiely Rose P. Galindez

Sampling Team

Ma. Theresa Caya	-	Air
Carlota Laviña Jugno	-	Water



Hazardous Waste Generation Management

Engr. Rochelle E. Padirayon

Clean-Up Operations Team and Containment Team (24/7 monitoring)

PENRO:

Chairperson	-	Rick U. Dumadag
Members	-	Gerry C. Mamigo
	-	Ronaldo L. Suarez
	-	Kenneth E. Pudiquet
	-	Elegio C. Hio
	-	Rey Mar R. Gunday
	-	Nelson S. Florida
	-	Rhadjie A. Hulleza

CENRO-Socorro

Chairperson	-	Ricardo R. Natividad
Members	-	Adrian G. Argulles
	-	Norman C. Asi
	-	Julius V. Fontanilla
	-	Elcid M. Montero
	-	Arnaldo M. Pudiquet
	-	Adrean V. Castillo
	-	Erwin Val R. Sixon
	-	Eric C. Gito
	-	Armando D. Cabungcal
	-	Herrick A. Jurado
	-	Marcial B. Buding
	-	Jay Wilhelm Zeus Lourd Kaibigan
	-	Joey Albert L. San Diego
	-	Felix B. Goma-ad
	-	Walter L. Tolentino
	-	Michaelangelo M. Morente
	-	Michael Angelo A. Acuzar

CENRO-Roxas

Chairperson	-	Rey G. Firmanes
Members	-	Aniceto M. Abalos
	-	Neil Rocky A. Cabayao
	-	Lingin U. Litaw
	-	Oliver A. Noble
	-	Jasper B. Palmejar
	-	Jefferson U. Abla
	-	Mark Conrad M. Abalos
	-	Larry E. Herilla
	-	Ace C. Gloria



- Ireneo Hamlet J. Eustaquio
- Marcing U. Tugas
- Dennis D. Carpio
- Elmar A. Mañibo
- Aquino D. Bautista
- Elmer A. Relos
- Fenly M. Galindez III

Ground Monitoring and Area Assessment

- Chairpersons :** **CENRO Rodel M. Boyles (1st District)**
For. Emily G. Aguilon
CENRO Caesar E. Quebec (2nd District)
For. Reynaldo D. Pudiquet
SVEMS Amor D. Asi (1st&2nd District consolidation)
- Members :** All PENRO/CENRO-Socorro and CENRO-Roxas
24/7 monitoring committees

Environmental Unit Leader:

PEMO Ederlita U. Labre

Mapping:

Joel D. Morillo
Nestor G. Mira, Jr.
Michael Angelo A. Acuzar
Chucklee B. Ngabit

Documentation:

Bea Natasha R. Fortu
Mabelle M. Manalo

Resources Unit

Maricel V. Supleo
Nestor N. Cuasay
Delia T. Almarez
Buena P. Florida
Myla Gemma P. Gamboa

IEC and Reporting

Bea Natasha R. Fortu
Jezreel John M. Matre
Dalia G. Bigtas
Neil Edgar Dex P. Marza
Mackaley P. Martinez
Jose Maria M. Fontanilla
Adrian V. Catud
Kathreen C. Diaz



Nowena B. Joung
Mabelle M. Manalo

FUNCTIONS:

1. INCIDENT COMMANDER (IC)

- Review Common Responsibilities.
- Obtain a briefing from the Regional Executive Director as Regional Incident Commander
- Determine incident objectives and general direction for managing the incident.
- Establish priorities.
- Establish an appropriate ICS organization.
- Establish an Incident Command Plan (ICP)
- Brief Command Staff and Section Chiefs.
- Ensure planning meetings are scheduled as required.
- Approve and authorize the implementation of an action plan.
- Approve the Site Safety and Health Plan
- Ensure that adequate safety measures are in place.
- Establish the incident specific CIRs and time criticality of the information.
- Coordinate activity for all Command and General Staff.
- Identify and coordinate with key people and officials.
- Approve requests for additional resources or for the release of resources.
- Keep agency administrator informed of incident status.
- Approve the use of trainees, volunteers, and from other technical specialist
- Authorize release of information to the partner agencies.
- Ensure Incident Status Summary (Report Daily-Situation Report)
- Order the demobilization of the incident when appropriate.

2. COMMAND STAFF

2.1. Public Information Officer

- Develop a media strategy and obtain IC/UC approval prior to implementation.
- Develop public and social media information plan.
- Establish contact with other Public Information personnel.
- Locate and establish a JIC.
- provide talking points to IC/UC for press briefings, VIP visits, and town hall meetings.
- Keep IC/UC informed of any potential adverse political, social, and economic impacts.
- Collects and Gather data/reports from Operations, Planning, Logistics and Admin & Finance.
- Create Presentation for the daily situational updates.

2.2. Liaison Officer

- Performs other tasks as necessary or directed.
- Obtain a briefing from the incident commander. Insure that all agency resources have completed check-in.
- Initiate the initial contact with the appropriate local support agencies/representatives and provide an initial briefing.



- Identify agency representatives from each agency, including communications link and location.
- Respond to request from incident personnel for inter-organizational problems.
- Monitor incident operations to identify current or potential inter-organizational problems.
- Maintain a post log.
- Establish a working location and advise agency personnel of the incident that the agency representative has corrected.
- Attend planning meetings as required.
- Provide input on the use of agency resources.
- Cooperate fully with the incident commander and staff on local support agency's involvement at the incident.
- Oversee the well-being and safety of agency personnel assigned to the incident.
- Advise of any special agency needs or requirements.
- Determine if any special reports or documents are required.
- Insure that all agency personnel and/or equipment is properly accounted for and released prior to departure.
- Insure that all required agency forms, reports, and documents are complete prior to departure from the incident.

2.3 SAFETY OFFICER

- Conducts daily safety briefing to all members of the team
- Ensure Implementation Site Safety and Health Plan
- Provide safety report, accident/incident report related to operations.
- Review Occupational Safety and Health.
- Ensures security of both personnel and equipment on site;

2.4 LEGAL OFFICER

- Provide legal assistance to the operation of Incident Command System.

3. GENERAL STAFF

3.1. Operations Section Chief

- Review Common Responsibilities.
- Obtain briefing from IC.
- Evaluate and request sufficient Section supervisory staffing for both operational and planning activities.
- Supervise Operations Section field personnel.

3.1.1. SAMPLING TEAM

- Conducts air & water sampling to identified sampling stations.
- Provide geotagged photos for the daily sampling and forwarded it to Operation Section Chief for screening.



3.1.2. HAZARDOUS WASTE MANAGEMENT

- Provide assistance in the hauling/transporting of hazardous waste collected.
- To contact and coordinate directly to the accredited Treatment Storage for collection and transport
- Provide assistance in the conduct of IEC organized by the Information Officer.
- Provide photos and forwarded to Operations Chief for screening
- Provide Hazardous Waste Management Plan and Contingency Plan guided by the existing Rules and Regulation under RA 6969.

3.1.3 CLEAN-UP OPERATIONS/ OIL RESPONSE

- Monitor the conduct of cleaning of affected areas, through coordination to the Incident Command Post, MHO, and LGU.
- Assure that all clean-up participants and volunteers shall undergo briefing before the cleaning activities.
- Provide photos, inventory of oil recovered during cleanup, materials used during cleanup, and attendees of cleanup.
- Report to the Operation Chief the daily situation.

3.1.4 GROUND MONITORING

- Conduct daily monitoring to the areas affected and to those areas that may possibly affected by the spill.
- Conduct assessment in the effect of spill in some sensitive areas such as MPAs, Fish Sanctuary, Marshy and Mangrove areas, Rivers in coordination to LGUs.
- Provide reports daily to the Operation Chief together with geotagged photos and recommendations.

4.1. Planning Team

- Review Common Responsibilities.
- Collect, process, display, and disseminate incident information.
- Assist IC in the development of response strategies.
- Supervise preparation of the Action Plan.
- Facilitate planning meetings and briefings.
- Supervise the tracking of incident personnel and resources through the Resources Unit.
- Assign personnel already on-site to ICS organizational positions as appropriate.
- Oversee information management processes and plans, including the development and approval of the Information Management Plan
- Ensure the accuracy of all information being produced by Planning Section Units with special attention to IC/UC and their reporting requirements.
- Support information requirements and reporting schedules for Planning Section Units (e.g., Resources Unit and Situation Unit).
- Establish special information collection activities as necessary (e.g., weather, environmental, and toxics).
- Assemble information on alternative strategies.
- Provide periodic predictions on incident potential.
- Keep IMT apprised of any significant changes in incident status.
- Oversee preparation and implementation of the Incident Demobilization Plan.
- Incorporate plans (e.g., traffic, medical, communications, and site safety) into the IAP.



- Develop other incident supporting plans (e.g., salvage, transition, and security).
- Maintain Unit Log (ICS 214-CG) and forward to DOCL for disposition.

4.1.1 ENVIRONMENTAL PLANNING

- Provide planning and strategies on air and water sampling activities.
- Provide technical assistance regarding the implementation of Air and water sampling.
- Conduct study to establishment of additional sampling station and removal of sampling stations.
- Interpret data base on results of analysis.
- Provide diagrams/trends base on the consolidated results of analysis.
- Provide assistance in the IEC in coordination to Information Officer.
- Coordinate directly to the EMB Laboratory and Partner third party laboratory for the results of analysis (ROA)

4.1.2 MAPPING TEAM

- Provide Maps (official) for the identified sampling stations.
- Provide Maps of the affected MPAs and other sensitive areas.
- Provide One Control Map for EMB and DENR.
- Gather updated maps or latest trajectory maps of the oil spill in coordination with UP-MSI and NAMRIA.
- Conduct drone survey to be use in mapping system.

4.1.3 DOCUMENTATION TEAM

- Gather all datas, information, and photos of all activities.
- Prepare daily reports to send to the Planning Chief before and to be submitted to Information Officer for consolidation.
- Provide all necessary information from ground operations in coordination to all section chiefs and the Incident Command Post.
- Provide standard format for reporting.

4.1.4 RESOURCES UNIT TEAM

- Provide inventory of sampling bottles and laboratory equipment's such as reagents and etc in coordination to Logistics Section.
- Provide and coordinate available resources in coordination to Logistics Team regarding oil spill response team to come-up with the inventory.
- Provide control inventory of all resources that is utilize during operation.
- Inventory of Manpower

4.1.5 INFORMATION, EDUCATION CAMPAIGN (IEC) TEAM

- Conduct IEC to all concerned Brgys relating to Marine Protection, Mangrove Protection, Effect of Oil spill, Proper Hazardous waste management in coordination to the technicals of the DENR and other concerned agencies.
- Provide reports after the IEC and submit to Planning Chief and documentation team.
- Establish and Implement the Information Education Campaign program/ plans.
- Provide schedule and strategies in relating to IEC.



4.1.6 LABORATORY

- Analyze samples taken by the sampling team and other concerned groups.
- Provide Results of Analysis (ROA) and submit to Planning.

5.0. Logistics

- Review Common Responsibilities.
- Organize the Logistics Section.
- Assign work locations and work tasks to Section personnel.
- Notify the Planning Section/Resources Unit of activated Logistics Section Units, including names and locations of assigned personnel.
- Assemble and brief Logistics Branch Directors and Unit Leaders.
- Participate in the planning process.
- Determine and supply immediate incident resource and facility needs.
- Coordinate and process requests for additional resources.
- In conjunction with Command, develop and advise all Sections of the IMT resource request
- Develop resource ordering process.
- Review proposed tactics for upcoming operational period to ensure ability to provide resources and logistical support.
- Advise Command and other Section Chiefs on resource availability to support incident needs.
- Identify logistical resource needs for incident contingencies.
- Provide Logistics Section requirements to be included in the Demobilization Plan.

6.0 Finance & Administration

- Review Common Responsibilities.
- Participate in incident planning meetings and briefings as required.
- Review operational plans and provide alternatives where financially appropriate.
- Manage all financial aspects of an incident.
- Identify all funding sources and ceilings for the response operation.
- Provide financial and cost analysis information, as requested.
- Gather pertinent information from briefings with responsible agencies.
- Develop an operating plan for the Finance/Admin Section.
- Fill supply and support needs.
- Provide compensation

In view hereof, the aforesaid personnel shall be at all times judicious and prompt in performing their duties and responsibilities as stated in the Special Order.

All expenses to be incurred for the conduct of the activities for the urgency need in the response to oil spill, including meals and lease of venue, accommodation, traveling expenses and other incidental expenses shall be charged against respective office funds, all of which are subject to existing accounting and auditing rules and regulations.



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region
Department of Environment and Natural Resources

This Order takes effect immediately and supersedes previous order and shall remain in force unless revoke by the undersigned or higher authorities.

Recommending Approval:


ALAN L. VALLE
OIC, PENRO

LORMELYN E. CLAUDIO, CESO IV
Regional Executive Director