



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region Office
PROVINCIAL ENVIRONMENT AND NATURAL RESOURCES OFFICE

June 21, 2022

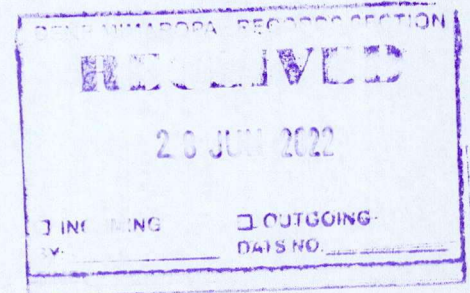
MEMORANDUM

FOR : The Regional Executive Director

THRU : The Assistant Regional Director
For Management Services

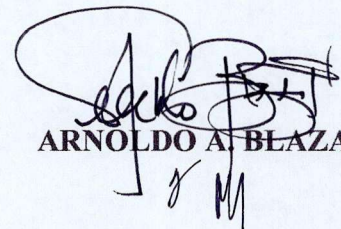
FROM : The OIC, PENR Officer

SUBJECT : **SUBMISSION OF STATUS OF ENVIRONMENTAL
MANAGEMENT SYSTEM (EMS) IMPLEMENTATION**



Respectfully submitting the status of EMS Project Implementation Plan including the budgetary requirements and funding source.

For information and record.


ARNOLDO A. BLAZA, JR.



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region IV
PROVINCIAL ENVIRONMENT AND NATURAL RESOURCES OFFICE

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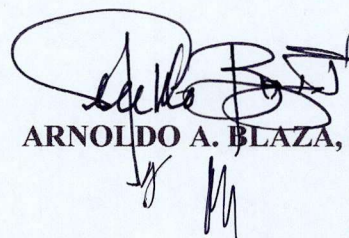
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EMS PROJECT IMPLEMENTATION PLAN FORM

ACTIVITIES	BUDGETARY REQUIREMENT AND FUNDING SOURCE	RESPONSIBLE OFFICE/UNIT/PERSONNEL	TIMETABLE	INTENDED OUTCOME	REMARKS
1. Proper wearing of office IDs.	Regular Fund	Management	Continuing	Employee and clientele satisfaction	
2. Provision of garbage bins properly labelled with DENR Logos and Color Coded to be placed in designated areas.	Regular Fund	Management & EMB	End of July 2022	Proper waste disposal	
3. Provision of signages bearing "No Smoking Zone" at designated areas.	Regular Fund	GSS	End of July 2022	Health and wellness of employees and clientele	
4. Implementation of physical fitness/wellness of employees (Zumba) every Wednesday 4:30 pm.	Regular Fund	Management	Continuing	Health and wellness and employees	
5. Clean-up drive every Friday afternoon at workplace and surroundings.	Regular Fund	Management	Continuing	Cleanliness of surroundings	
6. Maintenance of access ramp and washroom, railings for PWDs and Senior Citizens customers.	Regular Fund	GSS	Continuing	Reduced workplace accidents and assistance of PWDs and Senior Citizens	
7. Maintenance of feeding/lactation room and Senior Citizen assistance.	Regular Fund	Management	Continuing	Assistance to clientele	
8. Maintenance of First Aide Kits and apparatus.	Regular Fund	GSS	Continuing	Health assistance to employees and clientele	


Energy Conservation					
1. Regular Maintenance and smoke emission of all service vehicles including motorcycles.	Regular Fund	GSS	Continuing	Vehicles properly maintained	
2. Implementation of 4:00 habit to power off air-conditioning units.	Regular Fund	Sectorial Units	June 2022	Energy Conservation	
3. Regulation of water usage thru designating focal person to monitor and check on leaks and defects of faucets and water pipes.	Regular Fund	Management	June 2022	Water System properly maintained	
4. Regulation of vehicle travel thru issuance of trip tickets to maximum passenger capacity on official travel.	Regular Fund	Management	Continuing	Maximized used of vehicles	
5. Maintenance/installation of CCTV at the outer part of the building.	Regular Fund	GSS	Continuing	CCTV Properly Maintained	
6. Weekly cleaning of air-conditioning filters and periodic general cleaning and maintenance of air-conditioning units.	Regular Fund	GSS	Continuing	Air-conditioning units properly maintained	
Others:					
1. Reused/Reduced/Recycling of bond papers.	Regular Fund		Continuing	Solid Waste Management Compliant	

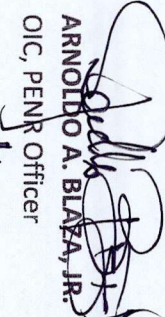
Prepared by:

Reviewed by:

Approved by:


HERSAIN M. ROYO
AO I (Supply Officer)


THELMO S. HERNANDEZ
Chief, Management Services Division

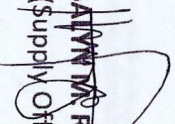

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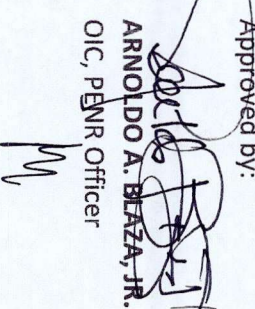
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