



Republic of the Philippines
Department of Environment and Natural Resources
Provincial Environment and Natural Resources Office
MIMAROPA Region
Bgy. Sta. Monica, Puerto Princesa City, Palawan
E-mail: penropalawan@denr.gov.ph
Telfax No. (048) 433-5638/ (048) 434-8791

DENR MIMAROPA
RECORDS SECTION
RECEIVED

MAR 23 2023

☐ INCOMING ☐ OUTGOING
BY: _____ DATE: March 8, 2023
TIME: _____

MEMORANDUM

FOR : The Regional Executive Director
DENR MIMAROPA Region
1515 L&S Bldg., Roxas Blvd.,
Barangay 668, Ermita, Manila

THRU : The Assistant Regional Director
for Management Services Division

FROM : The Provincial Environment and
Natural Resources Officer

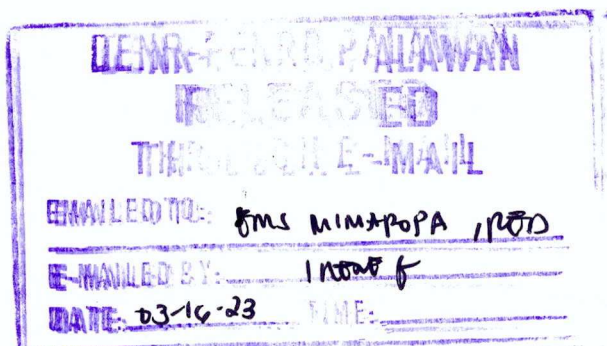
SUBJECT : **FY 2023 ENVIRONMENTAL MANAGEMENT SYSTEM (EMS)
IMPLEMENTATION PLAN OF DENR-PENRO PLAWAN**

This pertains to the memorandum from Assistant Regional Director for Management Services and Chairperson, EMS Core Team dated February 28, 2023 pertaining to the FY 2023 Environmental Management System (EMS) Implementation Plan.

Anent to this, attached is the accomplished matrix with corresponding information needed as compliance in the implementation of Environmental Management System (EMS)

For information and record.


FELIZARDO B. CAYATOC



DENR-PALAWAN
PENRO-RECORDS
RELEASED
By: chea
Date: 17 MAR 2023 CN: 2023-114



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ARD MS

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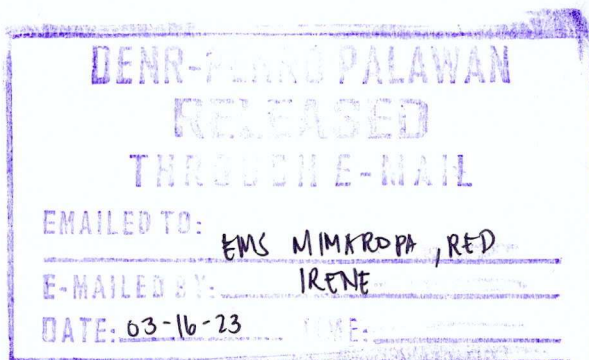
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For information and record.

FELIZARDO B. CAYATOC





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

MEMORANDUM

TO : THE EMS VICE-CHAIR
Regional Office

ALL EMS HEADS
PENROs and CENROs

FROM : The Assistant Regional Director for Management Services
and Chairperson, EMS Core Team

SUBJECT : FY2023 ENVIRONMENTAL MANAGEMENT SYSTEM
(EMS) IMPLEMENTATION PLAN (RDATS No. I-2023-
103770)

DATE : 28 February 2023

DENR PENRO
PALAWAN RECORDS
RECEIVED

BY: *[Signature]*
DATE: 03.03.2023 ON 231796

In line with our efforts to implement an Environmental Management System and work towards ISO 14001:2015 certification, kindly submit on or before **08 March 2023** your proposed EMS Implementation Plan for FY2023 using below format:

EMS ACTIVITY	IMPLEMENTATION SCHEDULE/TIME FRAME	FUNDING SOURCE	
		OFFICE GAA	FOR CO FUNDING

In accomplishing the matrix, please be guided by our agreements during the Workshop on the Drafting of an ISO 14001:2015 EMS Manual held last 05-07 December 2022 at Bayview Park Hotel. Submit the requested information to the EMS Secretariat through email address ems.denrmimaropa@gmail.com for consolidation and subsequent submission to the DENR Central Office.

Lastly, for those who already submitted funding request, kindly re-submit using the above format.

For your immediate consideration/action.

Digitally signed by
Gordove Donna
Mayor
Date: 2023.02.28
22:39:48 +08'00'

[Signature]

DONNA MAYOR-GORDOVE, CESO IV

DENR-PENRO PALAWAN
RELEASED
THROUGH E-MAIL

E-MAILED TO: All CENROs
E-MAILED BY: XYMA
DATE: 02 MAR 2023 TIME: 10:27 AM

ENVIRONMENTAL MANAGEMENT SYSTEM IMPLEMENTATION PLAN OF DENR-PENRO, PALAWAN

EMS ACTIVITY	IMPLEMENTATION SCHEDULE/TIME FRAME	FUNDING SOURCE	
		OFFICE GAA	FOR CO FUNDING
Generation of wastes during the Administrative, Finance and Planning works at PENRO and Snake Island NCMR <ul style="list-style-type: none">Establishment and maintenance of MRF's to PENRO Office and Snake Island NCMR	January-December 2023		Php 60, 000.00 (To be requested)
Operation and maintenance of PENRO Palawan, Snake Island and PWRCC <ul style="list-style-type: none">Purchasing of waste binsRepair/paintingSimultaneous 5S Day every last Friday of the MonthPurchased of cleaning materials (dust pan, broomstick, feather duster, pail and others)	January-December 2023	Php 180, 000.00	
Collection of organic wastes (wildlife) during the operation and maintenance of PENRO Palawan, Snake Island and PWRCC <ul style="list-style-type: none">Training on Proper Disposal and Repurposing of Organic Wastes	January-December 2023	Php 15, 0000	
Production, distribution and/or conduct of IEC <ul style="list-style-type: none">Distribution of reading materials, collaterals and food and drinks	January-December 2023	Php 50, 0000	
Conduct of monitoring, inspection, surveillance, assessment and other related activities <ul style="list-style-type: none">Conduct of IEC Activities re: DENR activities like CEPA, PASA, titling application, environmental related activitiesTravel orders for the ff: PENRO, Division Chiefs, Section Chiefs and Unit Chiefs	January-December 2023	Php 150, 000	

ENVIRONMENTAL MANAGEMENT SYSTEM IMPLEMENTATION PLAN OF DENR-PENRO, PALAWAN

Procurement of common use supplies and equipment at PENRO, Snake NCMR and PWRC	Quarterly	Php 300, 000	
Procurement of medical supplies and equipment <ul style="list-style-type: none">• Alcohol• Face masks	January-December 2023	Php 150, 0000	
Operation and maintenance of Hostel/Guest Accommodation facilities	Monthly	Php 30, 000.00	
Repair and Maintenance of service vehicles <ul style="list-style-type: none">• Regular check-up/repair of service vehicles and replacement of spare parts if needed<ul style="list-style-type: none">- 2 pick-ups- 1 L300	Quarterly	Php 50, 000.00	
Generation of food wastes during the conferences/meetings and other related activities <ul style="list-style-type: none">• Provision of own food containers and kitchen utensils	January-December 2023	Php 30, 000.00	
Hazardous waste generation (batteries, used oils) for the procurement of medical supplies, batteries for clocks, motor and vehicle oils <ul style="list-style-type: none">• Waste bins for hazardous wastes/MRF establishment	January-December 2023		Php 20, 000.00
Procurement of electronic gadgets and survey instruments for the operation and maintenance of Office space/building at PENRO Palawan <ul style="list-style-type: none">• Installation of CCTV inside each room/office (11 pcs.)• UPS	January-December 2023		Php 500, 000 (To be requested)
Procurement of energy saving devices eg. LED lights, inverter aircon, Universal all-in-one electrical plug and outlet, electrical switch, and electrical circuit)	January-December 2023		
Procurement of alternative energy (solar panels)	January-December 2023		Php 300, 000 (To be requested)
Regular maintenance of generator set and accreditation of Pollution Control Officer <ul style="list-style-type: none">• Training on PCO for accreditation	January-December 2023	Php 40, 000.00	


ENVIRONMENTAL MANAGEMENT SYSTEM IMPLEMENTATION PLAN OF DENR-PENRO, PALAWAN


<ul style="list-style-type: none">• Secure Generator Permit to Operate			
Upgrading/procurement of the following: <ul style="list-style-type: none">• Lavatory and toilet bowls• Pipes and faucets• Water tank	January-December 2023	Php 50, 000.00	Php 50, 000.00 (To be requested)

Prepared by:

Reviewed by:

Noted by:


IRENE A. MIXDON
Administrative Assistant
I(Computer Operator I)/
Head, IEC Unit/8888 Focal
Person/EMS, Member


WAMALAYDA S. TALABUCAN
OIC, Chief, Management Services Division/Planning Officer III/
Chief, Planning Section/EMS, Core Team Leader


FELIZARDO B. CAYATOC
PENRO/EMS, Managing Head