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DENR MIMAROPA	
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BY:	<i>[Signature]</i>
DATE	MAR 29 2023
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March 08, 2023

**MEMORANDUM**

FOR : The Regional Executive Director  
MIMAROPA Region

THRU : The Assistant Regional Director  
For Management Services

FROM : The OIC- PENR Officer  
Boac, Marinduque

SUBJECT : **ENVIRONMENTAL MANAGEMENT SYSTEM (EMS)  
IMPLEMENTATION PLAN FY2023 OF PENRO MARINDUQUE**

In compliance with memorandum dated February 28, 2023 of Assistant Regional Director for Management Services and Chairperson of Regional EMS Core Team, Donna Mayor-Gordove, CESO IV, submitted is the FY 2023 EMS Implementation Plan of PENRO Marinduque using the prescribed format. Please be informed that our Office is requesting for funding from the DENR Central Office a total of Php 418,000.00 for the implementation of EMS towards ISO 14001:2015 certification.

For information and consideration.

*[Signature]*  
**IMELDA M. DIAZ**

**Department of Environment and Natural Resources**  
**FY 2023 ENVIRONMENTAL MANAGEMENT SYSTEM (EMS) IMPLEMENTATION PLAN**  
**PENRO MARINDUQUE**

EMS ACTIVITY	IMPLEMENTATION SCHEDULE/ TIMEFRAME	FUNDING SOURCE	
		OFFICE GAA (Php)	FOR CO FUNDING (Php)
A. Capacity Building/Learning Event/Meeting			
1. Orientation on EMS ImPlan for CY 2023 (Representation Expense - 50299030 00)	February 2023	8,000.00	
2. Capacity Building of PCO (Travelling Expense - 50201010 00)	March 2023 ( to be conducted by EMS- MIMAROPA Region)	-	12,000.00
3. Communication, Education and Public Awareness (CEPA) on EMS (Representation Expense - 50299030 00) (Travelling Expense - 50201010 00) (Office Equipment 50203210 02)	Every quarter (2nd quarter to 4th quarter CY 2023)	8,000.00	65,000.00 40,000.00 10,000.00 15,000.00
4. Conduct of Meeting (Representation Expense - 50299030 00) (Office Supplies 50203010 02)	Every quarter (2nd quarter to 4th quarter CY 2023)		60,000.00 50,000.00 10,000.00
B. Designation of Pollution Control Officer	March 2023	-	-
C. Creation of Composite Team for ESWM	March 2023	-	-
D. Construction of Facility/Structure			
1. Material Recovery Facility (Other MOOE - 50299990 99) (Other Supplies and Materials - 50203990 00) (Labor and Wages - 50216010 00)	August 2023	20,000.00	125,000.00 87,500.00 37,500.00




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**FY 2023 ENVIRONMENTAL MANAGEMENT SYSTEM (EMS) IMPLEMENTATION PLAN**  
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EMS ACTIVITY	IMPLEMENTATION SCHEDULE/ TIMEFRAME	FUNDING SOURCE	
		OFFICE GAA (Php)	FOR CO FUNDING (Php)
E. Placing and Management of Appropriate Waste Bin and its disposal (Other Supplies and Materials - 502033990 00)	June 2023		10,000.00
F. Practice of Good Housekeeping (5S)			
1. Cleaning of Workplace/Office every last Friday of the month (Representation Expense - 50299030 00) (Travelling Expense - 50201010 00) (Other Supplies and Materials - 502033990 00)	Every month (January to December 2023)	4,000.00	86,000.00 45,000.00 5,000.00 36,000.00
G. Preventive maintenance of aircon units, electric fans, genset, water tank, septic tanks, pipes and faucets (Other Supplies and Materials - 502033990 00) (Labor and Wages - 50216010 00)	Every quarter (2nd quarter to 4th quarter CY 2023)		50,000.00 40,000.00 10,000.00
H. Observance and Mitigation of Environmental Impacts (Office Supplies 50203010 02) (Other Supplies and Materials - 502033990 00)	January to December 2023		10,000.00 5,000.00 5,000.00
<b>SUB-TOTAL</b>		40,000.00	418,000.00
<b>GRAND TOTAL</b>			458,000.00

Prepared by:

  
**NANNETTE M. ROZEN**  
Forester III/ EMS Core Team Member

Reviewed by:

  
**GEMMA P. DELOS REYES**  
PO III/In-Charge, Management Services Division/  
EMS Core Team Leader

Approved by:

  
**IMELDA M. DIAZ**  
OIC- PENR Officer