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**INTER-AGENCY TASK FORCE ON THE HARMONIZATION OF  
NATIONAL GOVERNMENT PERFORMANCE MONITORING, INFORMATION AND REPORTING SYSTEMS**  
(Administrative Order No. 25 S. 2011)

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June 17, 2022

**WILLIAM P. CUÑADO**

Director  
Environmental Management Bureau  
DENR Compound EMB Building Visayas Ave.,  
Diliman, Quezon City

ATTENTION: Ms. Editha B. Leonardo  
Mr. Richard Eleazar Florido  
PBB Focal Person

Dear Director Cuñado:

This has reference to your request for reconsideration relative to the decision of the IATF to **isolate** the unit(s)/person(s) from the **Environmental Management Bureau (EMB)**, responsible for the deficiencies with the **PhilGEPS posting and four (4) Procurement-GASS requirements** from the grant of the FY 2020 Performance Based-Bonus (PBB).

Upon re-validation of the additional justifications/supporting documents submitted by the EMB, the recommendations of the concerned oversight agencies are as follows:

**1. PhilGEPS Posting requirement**

Based on the Philippine Government Electronic Procurement System (PhilGEPS) report dated April 25, 2022, the **EMB-RO 5** was re-validated as **compliant** since the EMB-RO 5 was able to comply within the set deadline. However, the **EMB - ROs 7, 9, 11, and 12** remain to be **non-compliant** due to the **late updating and non-posting of requirements** in the PhilGEPS.

**2. Submission of FY 2020 APP non-CSE requirement**

Based on the Government Procurement Policy Board Technical Support Office (GPPB-TSO) report dated April 21, 2022, the **EMB-RO 8** was re-validated as **compliant** since evidence of the submission of the APP non-CSE to the GPPB-TSO on 31 January 2020 was established.

The GPPB-TSO still maintains its original validation that the **EMB-NCR, ROs 2, and 7** are **non-compliant** with the submission of the **FY 2020 APP non-CSE requirement**. According to the GPPB-TSO, the submitted APP of the EMB offices cannot be considered since these were submitted prior to the approval of the General Appropriation Act (GAA). As such the submissions are considered **indicative FY2020 APPs** and not the **FY2020 APP non-CSE requirement**.



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**3. Posting of Indicative FY 2021 APP non-CSE requirement**

Based on the report of the Department of Budget and Management- Office of the Chief Information Officer (DBM-OCIO) dated May 24, 2022, the **EMB** is now considered **compliant** with the **Posting of Indicative FY 2021 APP non-CSE** requirement.

**4. Undertaking of Early Procurement for at least 50% of goods and services requirement**

The **EMB-CO, NCR, and RO 4B** are now considered **compliant** by the GPPB-TSO (based on the report dated April 21, 2022), since the office was able to provide evidence of undertaking Early Procurement Activities for at least 50% of goods and services.

Meanwhile, the **EMB-RO 7** remains **non-compliant**. The GPPB-TSO did not accept the justification provided by the EMB-RO 7. According to the GPPB-TSO, improper transfer of knowledge and/or turn-over of work responsibilities does not exempt Procuring Entities from compliance with the conduct of EPA.

**5. Submission of FY 2019 APCPI requirement**

Based on the GPPB-TSO report dated April 21, 2022, the EMB-CO failed to submit the results of FY 2019 APCPI on or before 30 June 2020. Thus, the EMB-CO **non-compliant** status remains.

In view of the foregoing, the overall assessment of the EMB is revised (please see attached (summary of the updated IATF assessment). Moreover, the list of unit/s or person/s to be isolated is revised as follows:

- a) The unit/s or person/s from the **EMB - ROs 7, 9, 11, and 12** responsible for the non-compliance with the **PhilGEPS Posting requirement**;
- b) The unit/s or person/s from the **EMB - NCR, RO 2, 3, 4B, 7, 10, and 13** responsible for the non-compliance with the submission of **FY 2020 APP non-CSE** requirement;
- c) The unit/s or person/s from the **EMB - ROs 2, 4A, 6, and 7** responsible for the non-compliance with the **Undertaking of Early Procurement for at least 50% of goods and services**; and
- d) The unit/s or person/s responsible for the non-compliance with the **Submission of FY 2019 APCPI**.

Thank you very much, and we look forward to your participation and full cooperation in the 2020 PBB cycle.

Sincerely yours,

**KIM ROBERT C. DE LEON**

Undersecretary, DBM

Chairperson, AO25 IATF and AO25 Technical Working Group



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<b>Environmental Management Bureau (EMB)</b>	
<b>Eligibility Requirements</b>	<b>Final Assessment</b>
<b>2020 Good Governance Conditions</b>	
1. Transparency Seal	<ul style="list-style-type: none"> <li>Compliant</li> </ul>
2. PhilGEPS Posting	<ul style="list-style-type: none"> <li>The following offices are non-compliant per PhilGEPS report dated 4/25/2022               <ol style="list-style-type: none"> <li>EMB - RO 7</li> <li>EMB - RO 9</li> <li>EMB - RO 11</li> <li>EMB - RO 12</li> </ol> </li> </ul>
3. Citizen's or Service Charter	<ul style="list-style-type: none"> <li>Compliant</li> </ul>
<b>2020 Physical Target</b>	
4. Streamlining and Process Improvement of Agency Services	<p>Met the streamlining and process improvement requirement for FY 2020 PBB.</p> <ul style="list-style-type: none"> <li>The EMB reported thirty-three (33) services out of the fifty-one (51) services declared in its Citizen's Charter.</li> <li>The EMB explained that the agency suspended the Recognition of Training Organization/Institution for Pollution Control Officers (PCOs) application in 2020. The Approval of Ten-Year Solid Waste Management Plan, Chemical Control Order (CCO) Importation Clearance (CHEM), Application for Philippine Inventory of Chemicals Substance (PICCS), and Application for CCO-Polychlorinated Biphenyl (PCB) are services also offered by Regional Offices.</li> <li>The EMB did not conduct any process improvement for the Registration for Mercury, Cyanide, Asbestos, and ODS &amp; PCBs, Document Authentication, Request for Information/ Official records/ Documents, and the Submission of Self-Monitoring Reports and Compliance. The AO25 Composite Team reviewed the streamlining efforts reported for the thirty-three (33) services (see Annex for List of Services).</li> <li>The EMB is encouraged to periodically update its Citizen's Charter to reflect necessary revisions and changes. This will help maintain and improve its services and enable the agency to perform its mandates effectively.</li> </ul>



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<b>Environmental Management Bureau (EMB)</b>	
<b>Eligibility Requirements</b>	<b>Final Assessment</b>
	<ul style="list-style-type: none"> <li>• The EMB did not reduce the number of steps, turnaround time, number of signatures and documentary requirements, and transaction costs. However, the EMB reported that the agency integrated some of its processes into the EMB Online Permitting and Monitoring System (OPMS)</li> <li>• The EMB transitioned its services from manual to online through the OPMS even before the COVID-19 pandemic. The OPMS includes the application screening, payment and acceptance, evaluation/review, and approval/denial of all vital areas of EMB’s frontline processes.</li> <li>• The EMB conducted a Citizen/Client Satisfaction Survey (CCSS) with 287 respondents who requested permits, clearances, certificates, and services of the EMB. The EMB did not provide CCSS results for seventeen (17) EMB services. The EMB explained that the agency did not gather feedback from services administered manually and for services not yet integrated into the OPMS.</li> <li>• For FY 2021 PBB, the EMB is encouraged to observe the Citizen/Client Satisfaction Survey (CCSS) procedures according to Annex 4 of MC 2021-1.</li> <li>• The EMB is encouraged to continue its digitization initiatives by developing online systems and transforming its critical services from manual to contactless transactions for faster and more efficient public service delivery.</li> <li>• The agency is also advised to refer to ARTA MC No. 2020-06 Series of 2020 for more information on digitization initiatives on permits and licenses under the “new normal.”</li> </ul>
5. Compliance of agencies under priority sectors concerned with Program NEHEMIA commitments	<ul style="list-style-type: none"> <li>• Not applicable               <ul style="list-style-type: none"> <li>○ The EMB is not included in Annex 9: List of Agencies under Priority Sectors or Program NEHEMIA of MC 2020-1.</li> </ul> </li> </ul>



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<b>Environmental Management Bureau (EMB)</b>	
<b>Eligibility Requirements</b>	<b>Final Assessment</b>
<b>2020 STO and GASS Requirements</b>	
6. QMS Requirement	<ul style="list-style-type: none"> <li>Compliant</li> </ul>
7. Submission of FY 2020 APP non-CSE	<ul style="list-style-type: none"> <li>The following offices are non-compliant per GPPB-TSO reports dated 7/21/2021 and 4/21/2022               <ol style="list-style-type: none"> <li>EMB - NCR</li> <li>EMB - RO 2</li> <li>EMB - RO 3</li> <li>EMB - RO 4B</li> <li>EMB - RO 7</li> <li>EMB - RO 10</li> <li>EMB - RO 13</li> </ol> </li> </ul>
8. Posting of Indicative FY 2021 APP non-CSE	<ul style="list-style-type: none"> <li>Compliant</li> </ul>
9. Submission of FY 2021 APP-CSE	<ul style="list-style-type: none"> <li>Compliant</li> </ul>
10. The Undertaking of Early Procurement for at least 50% of goods and services	<ul style="list-style-type: none"> <li>The following offices are non-compliant per GPPB-TSO reports dated 7/21/2021, 2/16/2022, 3/8/2022, and 4/21/2022               <ol style="list-style-type: none"> <li>EMB - RO 2</li> <li>EMB - RO 4A</li> <li>EMB - RO 6</li> <li>EMB - RO 7</li> </ol> </li> </ul>
11. Submission of FY 2019 APCPI	<ul style="list-style-type: none"> <li>Non-compliant</li> </ul>
12. Compliance with at least 30% of Prior Years' Audit Recommendations	<ul style="list-style-type: none"> <li>Compliant</li> </ul>
13. Budget Utilization Rate (BUR)	<ul style="list-style-type: none"> <li><b>Met</b> the 90% target for <b>Obligations BUR</b> under GASS. The actual accomplishment was <b>92.33%</b> based on the DBM BMB-E report dated 9/06/2021.</li> <li><b>Did not meet</b> the 85% target for <b>Disbursements BUR</b> under GASS. The actual accomplishment was <b>65.14%</b>.</li> <li>The DBM BMB-E considered the justifications provided by the EMB for not meeting its target for the <b>Disbursements BUR</b> to be due to <b>uncontrollable factors</b> based on the DBM BMB-E reports dated 9/06/2021 and 12/31/2021.</li> </ul>



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<b>Environmental Management Bureau (EMB)</b>	
<b>Eligibility Requirements</b>	<b>Final Assessment</b>
<b>2020 Other Cross-Cutting Requirements</b>	
14. Posting of Agency Review and Compliance Procedure of Statement and Financial Disclosure	<ul style="list-style-type: none"> <li>• Compliant</li> </ul>
15. FOI Compliance	<ul style="list-style-type: none"> <li>• Compliant</li> </ul>
16. Posting of Agency's System of Ranking Delivery Units	<ul style="list-style-type: none"> <li>• Compliant</li> </ul>
<b>OVERALL ASSESSMENT</b>	<ul style="list-style-type: none"> <li>• Based on the validation results, the EMB <b>satisfied the requirements</b> and is <b>eligible</b> for the grant of FY 2020 PBB. However, considering that the EMB failed to meet the <b>PhilGEPS posting</b> requirement and three out of five (3/5) Procurement-GASS requirements, the following should be <b>isolated</b> and <b>excluded</b> from the FY 2020 PBB ranking: <ul style="list-style-type: none"> <li>○ The unit/s or person/s from the <b>EMB - ROs 7, 9, 11, and 12</b> responsible for the non-compliance with the <b>PhilGEPS Posting requirement</b>;</li> <li>○ The unit/s or person/s from the <b>EMB - NCR, RO 2, 3, 4B, 7, 10, and 13</b> responsible for the non-compliance with the submission of <b>FY 2020 APP non-CSE</b> requirement;</li> <li>○ The unit/s or person/s from the <b>EMB - ROs 2, 4A, 6, and 7</b> responsible for the non-compliance with the <b>Undertaking of Early Procurement for at least 50% of goods and services</b>; and</li> <li>○ The unit/s or person/s responsible for the non-compliance with the <b>Submission of FY 2019 APCPI</b>.</li> </ul> </li> </ul>



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**Annex 1  
List of Services**

1. Issuance of Certificate of Conformity (COC)
2. Issuance of Third Party Source Emission Testing Firm (3PSETF) Accreditation
3. Issuance of Certificate of Equipment used for Vehicular Emission Testing
4. Issuance of Priority Chemical List (PCL) Compliance Certificate
5. Issuance of Priority Chemical List (PCL) Exemption
6. Issuance of Pre-Manufacture Pre-Importation Notification (PMPIN) Compliance Certification
7. Issuance of Chemical Control Order (CCO-R) Registration
8. Issuance of Chemical Control Order (CCO-IC) Importation Clearance
9. Issuance of Registration Certificate for Treatment, Storage, and Disposal (TSD) Facility
10. Issuance of Registration Certificate for Hazardous Waste Transporter
11. Issuance of Registration for Importer of Recyclable Materials Containing Hazardous Substances
12. Issuance of Importation Clearance for Recyclable Materials Containing Hazardous Substances
13. Issuance of Transmittal of Notification
14. Issuance of Export Clearance
15. Issuance of Recognition as Training Organization/Institution for Pollution Control Officers (PCOs)-Basic Training
16. Analysis of Environmental Samples
17. Issuance of Registration (COR) for Ozone Depleting Substances and its Alternative (per substance)
18. Issuance of Pre-Shipment Importation Clearance (PSIC) for Ozone Depleting Substances and its Alternative (per substance/importation)
19. Issuance of Environmental Compliance Certificate for Environmentally Critical Project (ECC-ECP)
20. Dissemination of Information, Education and Communication (IEC) Materials
21. Provision of Lectures/Seminars
22. Handling of Public Queries/Requests
23. Issuance of Environmental Laboratory Recognition (ELR)
24. Action on Pollution Complaint
25. Issuance of Certificate of Non-Coverage (Category C, D, and D/prior to 1982 Projects)
26. Issuance of Environmental Compliance Certificate (Category B - Non-ECP)
27. Evaluation of Ten (10)- Year Solid Waste Management Plan
28. Issuance of Hazardous Waste Generator Registration (HWG)
29. Issuance of Permit to Operate Air Pollution Sources and Corresponding Air Pollution Control Facilities
30. Issuance of Permit to Transport (PTT) of Hazardous Waste
31. Issuance of Pollution Control Officer (PCO) Accreditation
32. Issuance of Small Quantity Importation Clearance (SQI)
33. Issuance of Wastewater Discharge Permit