



*Republic of the Philippines*  
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**DENR ADMINISTRATIVE ORDER**  
**NO. 2016-07**

**MAY 19 2016**

**SUBJECT : DENR MANUAL OF AUTHORITIES ON TECHNICAL MATTERS**

Pursuant to Executive Order No. 366 (Directing a Strategic Review of the Operations and Organizations of the Executive Branch and Providing Options and Incentives for Government Employees Who May Be Affected By the Rationalization of the Functions of the Agencies of the Executive Branch) and to effectively implement the new DENR Organizational Structure which shifted from the sectoral approach to functional set-up in its regional and field offices, a DENR Manual of Authorities on Technical Matters is hereby adopted to delegate authorities and delineate functions in the Central and Field Offices.

All Offices of DENR, including its bureaus, attached agencies, foreign-assisted and special projects and programs and field offices shall adhere to the provisions of this Manual which form part of this Order.

This Order supersedes DENR Administrative Order No. 98-24 and all other inconsistent orders and circulars involving delegated authority.

Actions taken by the Undersecretaries, Assistant Secretaries and Bureau Directors pursuant to and consistent with the authorities delegated by the Undersigned, prior to the approval of this Manual of Authorities on Technical Matters, are hereby affirmed.

This Order shall take effect fifteen (15) days after its publication in a newspaper of general circulation and upon acknowledgment of receipt of a copy thereof by the Office of the National Administrative Register (ONAR), UP Law Center.

  
**RAMON J. P. PAJE**  
Secretary



PUBLICATION : MALAYA

MAY 31, 2016

REGISTERED BY: UP LAW CENTER  
JUNE 2, 2016



Republic of the Philippines  
**Department of Environment and Natural Resources**  
Visayas Avenue, Diliman, 1100 Quezon City

**MEMORANDUM FOR THE SECRETARY**

**THRU : The Undersecretary and Chief of Staff**

**FROM : The Undersecretary**  
**Policy, Planning and Foreign Assisted Programs**

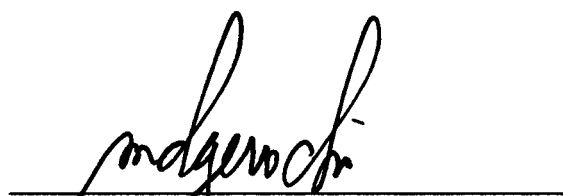
**SUBJECT : Manual of Authority (Technical Matters)**

**DATE :**

This refers to the **Manual of Authority on Technical Matters** revised based on agreements reached and agreed upon during the Executive Committee Meeting held on May 02, 2016. The contents and coverage of the hereto attached manual reflects the agreements, the inputs and recommendations of the concerned Bureaus and Offices, and the instructions of the Secretary.

We are respectfully submitting the Manual of Authorities on Technical Matters for your consideration with the initials/concurrence of the Undersecretaries, Assistant Secretaries, and Bureau Directors for your consideration and approval.

**Recommending Approval**

  
\_\_\_\_\_  
**MANUEL D. GEROCHI, CESO I**  
*Undersecretary for Policy and  
Planning & Foreign Assisted Programs*

**RECOMMENDING APPROVAL OF THE  
MANUAL OF AUTHORITIES ON TECHNICAL MATTERS**



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*Undersecretary for Field Operations*



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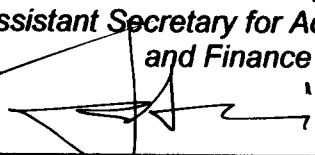
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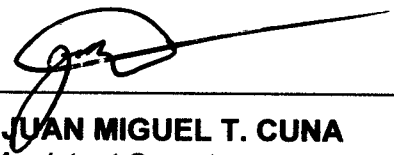
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*Assistant Secretary  
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*W. Steer*

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*Director, Forest Management Bureau*  
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*Director, Biodiversity Management Bureau (BMB)*

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**ATTY. ANALIZA R. TEH, CESO II**  
*Chief of Staff*  
*Undersecretary for Legislative Affairs and Attached Agencies*

**Approved/Disapproved**

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**RAMON J.P. PAJE**  
*Secretary*



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# **MANUAL OF AUTHORITIES**

**Technical Matters**

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**REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES  
Visayas Avenue, 1100 Diliman, Quezon City**

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# MANUAL OF AUTHORITIES

## GENERAL PROVISIONS

### OBJECTIVE

This Manual shall define the limits of authority at various levels of management from the Secretary to the lowest levels of supervision. All other authorities not included in this Manual remain with the Secretary unless otherwise delegated.

However, the exercise of authority, even if delegated, shall remain the prerogative of the Secretary.



# MANUAL OF AUTHORITIES

## DEFINITION OF AUTHORITIES

The action of approving authorities provided in this Manual implies that all necessary review and recommendatory actions have been completed. In cases where further approval of higher authorities and agencies external to the Department is necessary, the signature of approving authorities listed in the Manual should not be taken to mean final approval.

# MANUAL OF AUTHORITIES

## DELEGATED AUTHORITY

Delegated authority set forth in this Manual cannot be further delegated without prior approval of the Secretary or the President of the Philippines in cases where authority is delegated to the Secretary.

The authority pertains to the position rather than the person and is consistent with the approved structure of the Department. In the absence of the authorized incumbent, authority passes to his/her authorized replacement. In the absence of an authorized replacement, authority reverts to the immediate supervisor.

Authority granted to each position is limited to transactions within its areas of responsibility, consistent with the Department policies and government rules and regulations.

## ACRONYMS

<b>ATC</b>	Authority to Close
<b>AAP</b>	Administrative Adjudication Proceedings
<b>BMB</b>	Biodiversity Management Bureau
<b>CAA</b>	Philippine Clean Air Act of 1999
<b>CARP</b>	Comprehensive Agrarian Reform Program
<b>CBFMA</b>	Community Based Forest Management Agreement
<b>CCO</b>	Chemical Control Order
<b>CDMP</b>	Comprehensive Development Management Plan
<b>CDO</b>	Cease and Desist Order
<b>CDM</b>	Clean Development Mechanism
<b>CEMCRR</b>	Certificate of Environmental Management and Community Relations Records
<b>CENRO</b>	Community Environment and Natural Resources Office/r
<b>CITES</b>	Convention on International Trade in Endangered Species of Wild Fauna and Flora
<b>CLRFSC</b>	Contingent Liability Rehabilitation Fund Steering Committee
<b>CRMF</b>	Community Resource Management Framework
<b>CS</b>	Certificate of Stewardship
<b>CTPO</b>	Certificate of Tree Plantation Ownership
<b>CWR</b>	Certificate of Wildlife Registration
<b>CoV</b>	Certificate of Verification
<b>DAO</b>	DENR Administrative Order
<b>DENR</b>	Department of Environment and Natural Resources
<b>DENRO</b>	Deputy Environment and Natural Resources Officer
<b>DMO</b>	DENR Memorandum Order
<b>DMPF</b>	Declaration of Mining Project Feasibility
<b>DNA</b>	Designated National Authority
<b>DP</b>	Decommissioning Plan
<b>ECA</b>	Environmentally Critical Areas
<b>ECC</b>	Environmental Compliance Certificate

<b>EIS</b>	Environmental Impact Statement
<b>EMB</b>	Environmental Management Bureau
<b>EMB RD</b>	Environmental Management Bureau Regional Director
<b>EO</b>	Executive Order
<b>EP</b>	Exploration Permit
<b>EPEP</b>	Environmental Protection and Enhancement Program
<b>ERDB</b>	Ecosystems Research and Development Bureau
<b>ERDS</b>	Ecosystems Research and Development Service
<b>FLAg</b>	Forest Land Use Agreement
<b>FLAg-T</b>	Forest Land Use Agreement for Tourism
<b>FLGMA</b>	Forest Land Grazing Management Agreement
<b>FLGMP</b>	Forest Land Grazing Management Plan
<b>FLO</b>	Formal Lifting Order
<b>FMB</b>	Forest Management Bureau
<b>FMR</b>	Final Mine Rehabilitation
<b>FMRDP</b>	Final Mine Rehabilitation and Decommissioning Program
<b>FNSP</b>	Field Network Survey Parties
<b>FTAA</b>	Financial or Technical Assistance Agreement
<b>GPS</b>	Global Positioning System
<b>GSQP</b>	Government Seabed Quarry Permit
<b>HWG</b>	Hazardous Waste Generator
<b>IAOP</b>	Integrated Annual Operations Plan
<b>IEE</b>	Initial Environmental Examination
<b>IFMA</b>	Integrated Forest Management Agreement
<b>IPAF</b>	Integrated Protected Areas Fund
<b>ISAG</b>	Industrial Sand and Gravel
<b>JVA</b>	Joint Venture Agreement
<b>LEP</b>	Land Evaluation Party
<b>LGU</b>	Local Government Unit
<b>LMB</b>	Land Management Bureau
<b>MA</b>	Mineral Agreement

<b>MC</b>	Memorandum Circular
<b>MGB</b>	Mines and Geosciences Bureau
<b>MGB RD</b>	Mines and Geosciences Bureau Regional Director
<b>MOA</b>	Memorandum of Agreement
<b>MPP</b>	Mineral Processing Permit
<b>MPSA</b>	Mineral Production Sharing Agreement
<b>MRFC</b>	
<b>NAAQSSAPIS</b>	National Ambient Air Quality Standards for Source specific Air Pollutants for Industrial Source
<b>NAMRIA</b>	National Mapping and Resource Information Authority
<b>NESSSAP</b>	National Emission Standards for Source Specific Air Pollutants
<b>NIPAS</b>	National Integrated Protected Areas System
<b>NOV</b>	Notice of Violation
<b>NTFP</b>	Non-Timber Forest Products
<b>ODS</b>	Ozone Depleting Substance
<b>OSSC</b>	One-Stop-Shop Committee
<b>P/CMRB</b>	Provincial/City Mining Regulatory Board
<b>PAB</b>	Pollution Adjudication Board
<b>PAMB</b>	Protected Area Management Board
<b>PASu</b>	Protected Area Superintendent
<b>PCL</b>	Priority Chemical List
<b>PCO</b>	Pollution Control Officer
<b>PCSD</b>	Palawan Council for Sustainable Development
<b>PD</b>	Presidential Decree
<b>PEIR</b>	Potential Environmental Impact Report
<b>PEMO</b>	Provincial Environmental Management Officer
<b>PENRO</b>	Provincial Environment and Natural Resources Office/r
<b>PEPP</b>	Philippine Environmental Partnership Program
<b>PLTP</b>	Private Land Timber Permit
<b>PMPIN</b>	Pre-Manufacturing and Pre-Importation Notification
<b>PSSMA</b>	People's Small-Scale Mining Area
<b>PSI</b>	Pre-Shipment Importation

<b>PTO</b>	Permit to Operate
<b>QP</b>	Quarry Permits
<b>R&amp;D</b>	Research & Development
<b>RDE</b>	Research Development and Extension
<b>RPA</b>	Regional Panel of Arbitrators
<b>SCRP</b>	Safe Closure and Rehabilitation Plan
<b>SDENRO</b>	Special Deputy Environment and Natural Resources Officer
<b>SDMP</b>	Social Development and Management Program
<b>SEP</b>	Special Exploration Permit
<b>SIFMA</b>	Socialized Integrated Forestry Management Agreement
<b>SLUP</b>	Special Land Use Permit
<b>SMEP</b>	Special Minerals Extraction Permit
<b>SMP</b>	Special Mines Permit
<b>SMR</b>	Self Monitoring Report
<b>SPLTP</b>	Special Private Land Timber Permit
<b>SQI</b>	Small Quantity Importation
<b>SSMC</b>	Small-Scale Mining Contract
<b>SSMP</b>	Small-Scale Mining Permits
<b>TLO</b>	Temporary Lifting Order
<b>TPSA</b>	Timber Production Sharing Agreement
<b>TSD</b>	Treatment, Storage and Disposal
<b>TSI</b>	Timber Stand Improvement
<b>USEC</b>	Undersecretary
<b>UTM</b>	Universal Transverse Mercator
<b>WCP</b>	Wildlife Collector's Permit
<b>WFP</b>	Wildlife Farm Permit
<b>WGP</b>	Wildlife Gratuitous Permit
<b>WMP</b>	Watershed Management Plan
<b>WPP</b>	Wood Processing Plant

## MANUAL OF AUTHORITIES

<b>SUBJECT: LICENSES, PATENTS AND DEEDS</b>		
<b>Forestry Related (Cutting Permits)</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
1. Rattan Cutting License	Negotiated Contracts	USEC for Field Operations
	Original and Bidded contracts	USEC for Field Operations
	Renewal	Regional Director
2. Non-Timber Forest Products License (except Rattan )	Original	Regional Director
	Renewal	Regional Director
3. Tree Cutting Permit	Inside resettlement areas, reservation, etc.	Regional Director
	Trees in public and private places that pose danger to the human lives and/or properties as evaluated by DENR	Regional Director
4. Cutting of Trees within Forest Lands	Naturally grown trees - Infested/dead trees	USEC for Field Operations Regional Director (with recommending approval from the Head of Research Center)
	Planted Trees - Covered with existing tenure	Regional Director
5. Cutting of Trees within Titled/Private Lands	Naturally Grown Trees - Non-premium species (PLTP) - All premium species (SPLTP)	USEC for Field Operations
	Planted Premium Species	Regional Directors

## MANUAL OF AUTHORITIES

<b>SUBJECT: LICENSES, PATENTS AND DEEDS</b>		
<b>Forestry Related (Cutting Permits)</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
6. Cutting of Trees within Public Places	PD 953 (Plaza, public parks, school premises, political subdivisions or any other place for purposes of public safety; those which will be affected by government projects i.e. road construction/widening, school and other infrastructure projects)	Regional Director
7. Cutting/Harvesting/Collecting of NTFP within Forest Lands (except rattan)		Regional Director

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# MANUAL OF AUTHORITIES

<b>SUBJECT: LICENSES, PATENTS AND DEEDS</b>		
<b>Forestry Related (Transport of Forest Products)</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
1. Issuance of Certificate of Origin	Certificate of Timber Origin - Logs, timber and lumber	CENRO/Regional Director for NCR with confirmation from FMB
	<ul style="list-style-type: none"> <li>- Veneer and other forest-based products</li> <li>- Ordinary Minor Forest Products (NTFP)</li> <li>- Any forest products, raw or in finished form, except wildlife</li> </ul>	CENRO
	Planted trees in private lands <ul style="list-style-type: none"> <li>- CoV</li> <li>- Registered plantation in private lands -CTPO               <ul style="list-style-type: none"> <li>• Self-monitoring Forms (SMF)</li> </ul> </li> </ul>	CENRO
	NTFP (Minor Forest Products) Certificate of Non-Timber Forest Product Origin	CENRO
	Certificate of Transshipment - Any forest products, raw or in finished form except wildlife	Regional Director for NCR
2. Private Seed Production Areas	Accreditation	Regional Director with recommending approval of the Head, Research Center
3. Transport of Non-Timber Forest Products such as Bamboo coming from Private Lands	Certification	CENRO

# MANUAL OF AUTHORITIES

<b>SUBJECT: LICENSES, PATENTS AND DEEDS</b>		
<b>Forestry Related (Chainsaw)</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
1. Issuance of Related Permits on Chainsaw	Import Authority	Regional Director
	Permit to purchase, transfer of ownership and/or sell, re-sell, (dispose/distribute) chainsaw	CENRO Regional Director for NCR
	Certificate of Registration of Chainsaw	CENRO Regional Director for NCR
	Revocation of registration, permit and authority to lease, rent or lend permit of chainsaw	PENRO Regional Director for NCR
DAO No. 2003-24 dated 30 June 2003, "Implementing Rules and Regulations of the Chainsaw Act of 2002 (RA 9175) entitled "An Act Regulating the Ownership, Possession, Sale, Importation and Use of Chainsaws, Penalizing Violations Thereof and for Other Purposes."		

## MANUAL OF AUTHORITIES

<b>SUBJECT: LICENSES, PATENTS AND DEEDS</b>		
<b>Forestry Related (Exportation/ Importation)</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
1. Issuance of Related Permits on Exportation of Forest Products	Export Authority <ul style="list-style-type: none"> <li>- Plantation log</li> <li>- Lumber from planted trees</li> <li>- Finished wood products</li> <li>- Finished non-timber forest products</li> </ul>	Regional Director
	Export Compliance Certificate <ul style="list-style-type: none"> <li>- Plantation log</li> <li>- Lumber from planted trees</li> <li>- Finished wood products</li> </ul>	CENRO Regional Director for NCR
2. Issuance of Related Permits on Importation of Forest Products	Import Authority (Certificate of Registration as Importer) <p>Imported wood based materials such as logs, lumber, veneer, plywood, other wood based panels, poles and piles pulpwood and wood chips</p>	Regional Director

## MANUAL OF AUTHORITIES

<b>SUBJECT: LICENSES, PATENTS AND DEEDS</b>		
<b>Forestry Related (Forest Product Processing)</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
1. Issuance of Related Permits on Wood Processing Plant, such as: <ul style="list-style-type: none"> <li>- Poles and Piles</li> <li>- Lumber</li> <li>- Veneer</li> <li>- Plywood</li> <li>- Block board</li> <li>- Wood cement board</li> <li>- Paper Board</li> <li>- Pulp and Paper</li> <li>- Wood Chips</li> <li>- Wood Pellets</li> <li>- Mini-Sawmill</li> <li>- Kiln Dryer</li> <li>- Resaw</li> </ul>	Authority to install/establish and operate new WPP provided that there is 5- year supply contract based on annual rated capacity <ul style="list-style-type: none"> <li>- Original/Expansion</li> <li>- Renewal</li> </ul>	USEC for Field Operations USEC for Field Operations
	Milling Agreement	Regional Director
	Log Supply Contract	Regional Director
	Lumber Dealer Permit	Regional Director
	Transfer of location of WPP <ul style="list-style-type: none"> <li>- From one region to another region</li> <li>- Within the region</li> </ul>	USEC for Field Operations Regional Director
	Replacement/additional accessories	Regional Director
	2. Rattan Processing Plant	Permit to operate

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## MANUAL OF AUTHORITIES

<b>SUBJECT: LICENSES, PATENTS AND DEEDS</b>		
<b>Forestry Related (Tenurial Instruments)</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
1. Issuance of Tenure Instrument (Original and Renewal)	Community-Based Forest Management Agreement	USEC for Field Operations
	Certificate of Stewardship within CBFMA - Below 3 has - More than 3 has to 5 has	CENRO PENRO
	FLGMA	USEC for Field Operations
	IFMA	USEC for Field Operations
	SIFMA	USEC for Field Operations
	FLAg-T Purposes	USEC for Field Operations
	FLAg	USEC for Field Operations

## MANUAL OF AUTHORITIES

<b>SUBJECT: LICENSES, PATENTS AND DEEDS</b>		
<b>Forestry Related (Suspension/ Cancellation of Licenses/ Permits)</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
1. Issuance of Suspension Orders		USEC for Field Operations
2. Lifting of Suspension Order		Secretary
3. Issuance of Cancellation/ Reinstatement of Order		Secretary

## MANUAL OF AUTHORITIES

<b>SUBJECT: LICENSES, PATENTS AND DEEDS</b>		
<b>Forestry Related ( Land Classification)</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
Certification of Status of Land Classification whether Alienable and Disposable or Forestlands		CENRO Regional Director for NCR

## MANUAL OF AUTHORITIES

<b>SUBJECT: LICENSES, PATENTS AND DEEDS</b>		
<b>Land Related (Leases)</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
1. Issuance of Authorities to Conduct Bidding and Leases of Public Lands and all Lands under Act 3038		Secretary
2. Approval of Appraisal of Public Lands and all Lands under Act 3038	Leases for agricultural purposes: - Below 5.0 has. - More than 50 has.  Leases for commercial and industrial lands	PENRO Regional Director  Secretary
3. Approval of Appraisal, Conduct of Public Bidding, and Foreshore Lease Agreements and Renewal	Foreshore land leases	Secretary
4. Approval of Provisional, Revocable, and Temporary Permits for A& D and Foreshore Lands	Original and Renewal	Regional Director
5. Approval of Lease of Patrimonial Properties under R.A. 477 and R.A. 1361		Secretary

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# MANUAL OF AUTHORITIES

<b>SUBJECT: LICENSES, PATENTS AND DEEDS</b>		
<b>Land Related (Sales)</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
1. Issuance of Authorities for Disposition of Public Lands and all Lands under Act 3038		Secretary
2. Approval of Appraisal of Public Lands and all Lands under Act 3038	Agricultural Lands: - Below 5 has - More than 5 has	PENRO Regional Director
	Commercial and Industrial Lands - Below 1,000 sq.m. - More than 1,000 sq.m.	PENRO Regional Director
3. Approval of Appraisal of Residential Lands	RA 730	Regional Director
	Townsite Sales Application	Regional Director
4. Notices of Sales of Public and Government Lands and Conduct Public Bidding		PENRO Chief, Land Patents and Deeds Division, NCR
5. Appraisal of Friar Land and Patrimonial Properties	Friar Lands under Act 1120 as amended	LMB Director
	Patrimonial Properties under R.A. 477 and R.A. 1361	Secretary
6. Approval of Deed of Conveyance of Friar Land, and Deed of Sale of Patrimonial Properties under R.A. 477 and R.A. 1361		Secretary
7. Approval of Deed of Conveyance of Sale under Proc. 172		LMB Director
8. Approval of Deeds of Conveyances/Sales of Government Lands	Php 50.0M and below awarded thru public bidding and negotiated sales	Secretary

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## MANUAL OF AUTHORITIES

<b>SUBJECT: LICENSES, PATENTS AND DEEDS</b>		
<b>Land Related (Orders)</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
1. Issuance of Order of Revocation	Patents not yet registered with Register of Deeds	Regional Director
2. Issuance of Order of Cancellation	For Public Land applications provided that no order of approval had been earlier issued by higher level officials	PENRO Assistant Regional Director for Technical Services for NCR
3. Issuance of Order of Rejection	For Public Land applications	CENRO Division Chief, Licenses, Patents and Deeds Division for NCR
4. Issuance of Order of Deputation of Land Inspectors	Original (1 year) and renewal	Regional Director
5. Issuance of Order of Transfer of Leasehold Rights		Regional Director
6. Issuance of Order of Award	Foreshore land leases:  - Below 1,000 sq.m. - 1,000 sq.m. to 10,000 sq.m.	Regional Director Secretary
	For Sales:  - Up to 1,000 sq.m. - More than 1,000 sq.m.	PENRO Regional Director

## MANUAL OF AUTHORITIES

<b>SUBJECT: LICENSES, PATENTS AND DEEDS</b>		
<b>Land Related (Orders)</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
Cont.. (Issuance of Order of Award)	For homestead and free patents:  - Up to 5 has - More than 5 has.	PENRO Regional Director
	For residential free patents	PENRO Regional Director for NCR
	Insular Government Property Sales Application (IGPSA)/Gov't. Sales Application (GSA):  - Up to 5 has - More than 5 has	Regional Director Secretary

## MANUAL OF AUTHORITIES

<b>SUBJECT: LICENSES, PATENTS AND DEEDS</b>		
<b>Land Related (Public Land Applications)</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
1. Transfer of PLA or Deeds of Sale/Mortgages	<b>Patented Lands:</b> <ul style="list-style-type: none"> <li>- Up to 5 has</li> <li>- More than 5 has up to 12 has</li> <li>- More than 12 has</li> </ul>	PENRO Regional Director  Secretary
	<b>Unpatented Lands:</b> <ul style="list-style-type: none"> <li>- Up to 5 has</li> <li>- More than 5 has up to 12 has</li> <li>- More than 12 has</li> </ul>	PENRO Regional Director  Secretary
2. Approval of Patents/Deeds, Re-issuance and Reconstitution of Patents	<b>For Sales:</b> <ul style="list-style-type: none"> <li>- Up to 1,000 sq.m.</li> <li>- More than 1,000 sq.m. to 5 has</li> <li>- More than 5 has</li> </ul>	PENRO Regional Director  Secretary
	<b>For homestead and free patents:</b> <ul style="list-style-type: none"> <li>- Up to 5 has</li> <li>- More than 5 has up to 10 has</li> <li>- More than 10 has</li> </ul>	PENRO Regional Director  Secretary
	<b>For residential free patents</b>	PENRO Regional Director for NCR
	<b>Insular Government Property Sales Application /Gov't. Sales Application</b> <ul style="list-style-type: none"> <li>- Up to 5 has</li> <li>- More than 5 has</li> </ul>	Regional Director Secretary /USEC for Field Operations
	<b>For sale or lease of public lands and patrimonial properties</b>	PENRO Regional Director for NCR
3. Conduct of Bidding	<b>For sale or lease of public lands and patrimonial properties</b>	PENRO Regional Director for NCR

## MANUAL OF AUTHORITIES

<b>SUBJECT: LICENSES, PATENTS AND DEEDS</b>		
<b>Land Related (Public Land Applications)</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
4. Special Patents	Public School Sites	PENRO
	All other purposes	PENRO
	Lands disposed under RA 1361	Secretary
5. Approval of Proclamations Reserving Use of Public and Private Lands and Granting Ownership to Other Agencies/Entities		President

# MANUAL OF AUTHORITIES

<b>SUBJECT: LICENSES, PATENTS AND DEEDS</b>		
<b>Land Related (Lands Cases)</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
1. Approval of Decisions and Orders  a. Cases Originally Filed at Region/PENRO/CENRO	Claims and conflicts over public lands	Regional Director
	Interlocutory orders during investigation	PENRO
	Orders of investigation of cases involving unpatented lots	PENRO
	Orders in amicably settled cases and involving patented and/or registered lots	Regional Director
	Orders in amicably settled cases and those that were investigated ex-parte	PENRO
	Order dropping the name of Survey Claimant subject of protest	Regional Director
b. Cases Filed at LMB	Claims and conflicts over friar lands  Lands under Proc. 172 and other patrimonial properties	LMB Director
	Interlocutory orders during investigation	Chief, Legal Division, LMB
	Orders of investigation involving Friar Lands, lands under Proc, 172 and other patrimonial properties	LMB Director

# MANUAL OF AUTHORITIES

<b>SUBJECT: LICENSES, PATENTS AND DEEDS</b>		
<b>Land Related (Lands Cases)</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
c. Appeals	Appeals involving claims/ conflicts over public lands, friar lands and other patrimonial properties	Secretary/Undersecretary or Assistant Secretary concerned
	Interlocutory orders during appeal	ASEC for Legal Services
	Orders in amicably settled cases and those that were investigated ex-parte	ASEC for Legal Services
d. Final Decisions	Orders of execution on final decision involving Friar Lands, lands under Proc. 172 and other patrimonial properties	LMB Director
	Orders of execution on final decision on land cases over public lands	Regional Director

## MANUAL OF AUTHORITIES

<b>SUBJECT: LICENSES, PATENTS AND DEEDS</b>		
<b>Biodiversity Management (Wildlife Resources Trade and Conservation Permits)</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
1. CITES Permit <sup>1 2</sup>	RA 9147  (All CITES-listed wildlife species under the jurisdiction of DENR, such as all terrestrial plant and animal species, all turtles and tortoises and wetland species, including but not limited to crocodiles, waterbirds and all amphibians and dugong)	BMB Director
2. Wildlife Certification 2.1 Export 2.2 Import 2.3 Re-export	All wildlife species not listed in CITES	Regional Director
3. Wildlife Farm Permit (WFP)	Upon recommendation by the Inter-Agency (Regional) Wildlife Management Committee	Regional Director
4. Wildlife Collector's Permit (WCP)	Upon recommendation by the Inter-Agency (National/Regional) Wildlife Management Committee  - Collection covers several regions - Collection covers single region	BMB Director  Regional Director

<sup>1</sup> For CITES listed marine and aquatic wildlife species the approving authority is the BFAR Director.

<sup>2</sup> For CITES-listed species, both marine and aquatic resources and terrestrial that originated from/directly imported into the Province of Palawan the approving authority is the PCSD Executive Director



## MANUAL OF AUTHORITIES

<b>SUBJECT: LICENSES, PATENTS AND DEEDS</b>		
<b>Biodiversity Management (Wildlife Resources Trade and Conservation Permits)</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
5. Wildlife Gratuitous Permit		
a. Scientific Research on Wildlife		
i. Involving Foreign Entity/Institution/ Individual or a Filipino citizen Affiliated with a Foreign Institution	With approved MOA	BMB Director
ii. Involving Local Non-Government/ Academic Institutions	Covers several regions with approved MOA  Covers one region and with approved MOA	Secretary  Regional Director
b. Thesis and Dissertation of Students Affiliated with Local Academic Institutions and Government-Initiated Projects	Covers several regions  Covers one region	BMB Director  Regional Director
6. Certificate of Wildlife Registration	Wildlife applied for registration is acquired from legal sources or obtained in accordance with the provisions of RA 9147 (Wildlife Resources Conservation and Protection Act)	Regional Director

## MANUAL OF AUTHORITIES

<b>SUBJECT: LICENSES, PATENTS AND DEEDS</b>		
<b>Biodiversity Management (Wildlife Resources Trade and Conservation Permits)</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
7. Wildlife Special Use Permit		
a. Animal/Plant Shows or Exhibition Using Wildlife	For wildlife species under the jurisdiction of DENR  - If wildlife specimens to be used will be coming from other countries; and importation is covered by appropriate import permit/certification	BMB Director
	- If the wildlife specimens to be used already exist in local facilities and registered with the DENR	Regional Director
b. Educational/ Documentation for Commercial Purposes		BMB Director
c. Collection from the Wild for Direct Trade Purposes	Permit should cover only wildlife not included in the national list of threatened based on policy issuance by the Secretary. Permits can be issued only upon recommendation with the Regional Wildlife Management Committee	Regional Director
8. Local Transport Permit	Covered by Agreements, WCP, WGP, WFP, CWR, WSUP, Import Permit/Certification	PENRO  Regional Director for NCR
9. Clearance to Operate Zoological Parks, Botanical Gardens and Other Similar Establishments for Recreation, Education and Conservation	Establishment of Zoological Parks, Botanical Gardens and Other Similar Establishments for Recreation, Education and Conservation that are under the management jurisdiction of the DENR as embodied under Section 4 of Republic Act 9147 and only upon clearance by the local government unit concerned	Regional Director

## MANUAL OF AUTHORITIES

<b>SUBJECT: LICENSES, PATENTS AND DEEDS</b>		
<b>Biodiversity Management (Wildlife Resources Trade and Conservation Permits)</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
10. Adopt-A-Wildlife Species Program	AAWS Projects that will cover more than one political region or which implementation shall be national in scope  AAWS projects that will cover one political region	USEC for Field Operations  Regional Director
11. Designation of Private/Public Wildlife Facilities as Wildlife Rescue Center  (Only technically, financially capable and registered private and public facilities should be designated as Wildlife Rescue Centers, which will serve as temporary shelter for confiscated, donated, abandoned wildlife)	Will involve temporary custody of wildlife confiscated/seized by the DENR or WEO and/or other authorized law enforcement agencies, those wildlife voluntarily turned-over to the DENR including rescued wildlife	USEC for Field Operations
12. Bio-prospecting Undertaking	For wildlife species and biological and genetic resources under the management jurisdiction of the DENR as specified under Section 4 of Republic Act 9147, such as all terrestrial plant and animal species, all turtles and tortoises and wetland species, including but not limited to crocodiles, waterbirds, and all amphibians and dugong	Secretary
13. Clearance for the Introduction, Reintroduction and Restocking of Endemic and Indigenous Wildlife	Upon recommendation by the National Wildlife Management Committee	Secretary

## MANUAL OF AUTHORITIES

<b>SUBJECT: LICENSES, PATENTS AND DEEDS</b>		
<b>Biodiversity Management (Wildlife Resources Trade and Conservation Permits)</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
14. Disposition of Confiscated/ Donated Wildlife, Wildlife By-Products and Derivatives		Secretary
15. MOA		Secretary
15.1 Wildlife Research and Other Conservation- Related Undertaking	- Involving foreign entity/institutions/ individual or a-Filipino citizen affiliated with a foreign institution	Secretary
	- Local Non-Government Organization and Academic Institution which research undertakings will cover several regions	Regional Director
	- Local researchers/ entities which research undertaking will cover one region	Regional Director

## MANUAL OF AUTHORITIES

<b>SUBJECT: SURVEYS AND MAPPING</b>		
<b>Land Related (Surveys)</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
1. Cadastral Surveys and Public Land Subdivision Projects	Orders of Bidding and Contracts	Regional Director
	Survey Order	Regional Director
	Orders Final Inspection	Regional Director
	Order of payment by contract	Regional Director
2. Certifications of Approved Survey Plans and Survey Records		Chief, surveys and Mapping Division
3. Survey Orders/Survey Authority	Delineation of political boundaries if the LGUs concerned are within the same Region	Regional Director
	Delineation of political boundaries if it involves inter Regional boundary conflict	LMB Director
	Political Boundary Surveys of a barangay of the same LGU	Regional Director
	Isolated survey	Regional Director
	Surveys of LGU lands	Regional Director
	Reclamation land survey	Regional Director
	Townsite Reservation and Group Settlement Survey	Regional Director
	National Parks and Protected Areas and Watershed Reservation if area covers 2 or more Regions	LMB Director
	National Parks and Protected Areas and Watershed Reservation if area is within the same Region	Regional Director

## MANUAL OF AUTHORITIES

<b>SUBJECT: SURVEYS AND MAPPING</b>		
<b>Land Related (Surveys)</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
Cont. (Survey Orders/Survey Authority)	Subdivision of cadastral lots not being the subject of judicial registration	PENRO
	Survey of lands covered by a special law giving jurisdiction to the LMB	LMB Director
	Isolated/original and simple subdivision survey of public lands	CENRO Regional Director for NCR
	Foreshore Lands Surveys: <ul style="list-style-type: none"> <li>- Survey Authority if area is 12 hectares and below</li> <li>- Survey Authority if area is 12 hectares up to 100 hectares</li> <li>- Survey authority if area is more than 100 hectares</li> </ul>	CENRO ARD for Technical Services Regional Director
	Survey Plan Cancellation orders	ARD for Technical Services
4. Approval of Maps and Plans and Issuance of Certificate of Acceptance	Subdivision of Public Land, cadastral lots and isolated surveys	ARD for Technical Services
	Subdivision/Consolidation Surveys of Titled Lands	ARD for Technical Services
	Political boundary surveys and other isolated surveys	ARD for Technical Services
5. Certificates of Acceptability of a Survey Project	Cadastral survey returns of main and subsidiary project controls, political boundary controls	ARD for Technical Services
	Cadastral Survey returns of Lot Survey	PENRO

## MANUAL OF AUTHORITIES

<b>SUBJECT: SURVEYS AND MAPPING</b>		
<b>Land Related (Surveys)</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
1. Certification of Land Area of LGUs	Issuance of Land Area certification to DBM and LGUs for Internal Revenue Allotment purposes	LMB Director
2. Certificate of Completion	Sketching, monumenting and lot surveys phases of work of cadastral survey project by contract	PENRO
3. Certificate of Geodetic Control Points		Chief, Surveys and Mapping Division
4. Certification on Registration of Survey Instruments	Original registration	LMB Director
	Renewal except Total Station and GNSS	Regional Director
5. Authority to Print Survey Forms		LMB Director

# MANUAL OF AUTHORITIES

<b>SUBJECT: CONSERVATION AND DEVELOPMENT</b>		
<b>Forestry Related (Management/Operations Plans)</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
1. Approval of Plans	25 years Comprehensive Development and Management Plan (CDMP) <ul style="list-style-type: none"> <li>- FLGMA</li> <li>- IFMA</li> <li>- FLAg</li> <li>- FLAgT</li> </ul>	USEC for Field Operations
	5 years Operations/Work Plans/ Integrated Operation Plans <ul style="list-style-type: none"> <li>- FLGMA</li> <li>- IFMA</li> <li>- CBFM</li> </ul>	USEC for Field Operations
	Watershed Management Plan <ul style="list-style-type: none"> <li>- More than 2 regions</li> <li>- Cover one (1) region</li> </ul>	USEC for Policy, Planning and Foreign Assisted Programs  Regional Director
	Community Resource Management Framework for CBFM	Regional Director to be affirmed by the USEC for Field Operations



# MANUAL OF AUTHORITIES

<b>SUBJECT: CONSERVATION AND DEVELOPMENT</b>		
<b>Forestry Related: Land Classification</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
Certification of Status of Land Classification whether Forestland or Alienable and Disposable land		PENRO Regional Director for NCR

# MANUAL OF AUTHORITIES

<b>SUBJECT: CONSERVATION AND DEVELOPMENT</b>		
<b>Biodiversity Management (Protected Area and Critical Habitat Management)</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
1. Issuance of Special Uses Agreement within Protected Areas		USEC for Field Operations
2. Issuance of Permits  a. Extractive Activities such as Cutting of Trees (either Planted or Naturally Growing) within Multiple Use Zones of Protected Areas (if not classified as National Parks)  b. Non Extractive activities, i.e., Filming, Video Taping, Spiritual and <b>Other Recreational Activities</b> ; Use of Protected Areas for Scientific Purpose Prior to the Issuance of Research Agreements		USEC for Field Operations  Regional Director
3. Issuance of Certificates of Appointment of PAMB Members		Secretary
4. Approval of IPAF Disbursement  a. PA Retention Income Account  b. IPAF Special Account in the General Fund		Regional Director  Finance Management Service Director

## MANUAL OF AUTHORITIES

<b>SUBJECT: CONSERVATION AND DEVELOPMENT</b>		
<b>Biodiversity Management (Protected Area and Critical Habitat Management)</b>		
5. Execution of Agreements for Management of Protected Areas a. PAs with PAMB  b. PAs without PAMB		Regional Director
6. Approval of Protected Areas Management Plan		Regional Director as Chair of PAMB subject for review and affirmation by the Office of USEC for Field Operations
7. Issuance of Certification on Status of Land Classification for National Park/Protected Area		Regional Director
8. Execution of Agreements Involving Technical Assistance for Biodiversity Conservation (with or without funding from the Donor) a. Site Specific  b. National in Scope		Secretary
9. Issuance of Official List and Issuance of Certificate of Recognition as Tenured Migrants		PENRO
10. Approval of Protected Area Community- Based Resource Management Agreement		Secretary

## MANUAL OF AUTHORITIES

<b>SUBJECT: CONSERVATION AND DEVELOPMENT</b>		
<b>Biodiversity Management (Protected Area and Critical Habitat Management)</b>		
11. Affirmation of Community Resource Management Plan		Regional Director
12. Approval of Ecotourism Management Plan		Regional Director
13. Establishment of Critical Habitat		Secretary
14. Approval of the Critical Habitat Management Plan		Regional Director

## MANUAL OF AUTHORITIES

<b>SUBJECT: CONSERVATION AND DEVELOPMENT</b>		
<b>Biodiversity Management (Cave Resources Management and Protection</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
1. Cave Classification/ Re-Classification	NIPAS/Non-NIPAS	Secretary
2. Cave Visitor Fees		Regional Director
3. Cave Visitor Permit		Regional Director
4. Collection of Biological Cave Resources/Derivatives/By-Products for Research or Government-Initiated Projects (Gratuitous Permit)	Foreign	Secretary
	Local which covers 2 or more regions	Secretary
	Local which covers 1 region	Regional Director
5. MOA on Management of Caves and Cave Resources Conservation, Management and Protection (for non-NIPAS sites)		Regional Director
6. Clearance Prior to the Issuance of any Mining or Quarrying or Extraction Permit in Caves		Secretary

## MANUAL OF AUTHORITIES

<b>SUBJECT: CONSERVATION AND DEVELOPMENT</b>		
<b>Ecosystems Research and Development Related (Research and Development Activities Within DENR)</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
1. National Integrated Research and Development and Extension Programs on ENR		ERDB Director
2. Bureau Research and Development Prioritization Systems Including the Allocation of Resources		ERDB Director
3. Research Proposals	Long Term Program/Project Proposals for ERDB Funding	ERDB Director
	Long Term Program/ Project Proposals for Other NGAs funding	ERDB Director
4. Agreements	With International Agencies/ Instructions	Secretary
	With National Government Agencies (NGAs) and/or private Entities (Depending on Signatories from other Party/ies)	Secretary

## MANUAL OF AUTHORITIES

<b>SUBJECT: CONSERVATION AND DEVELOPMENT</b>		
<b>Ecosystems Research and Development Related (Research Development and Extension Implementation)</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
1. Supervision	Programs/Projects/ Research Activities of the Bureau	ERDB Director
	Programs/Projects Research Activities of Research Centers	Research Center Head
2. Monitoring and Evaluation	RDE Programs/ Projects of the Bureau	ERDB Director
	Programs/Projects Research Activities of Research Centers	Research Center Head
3. Research Coordination	National/Inter-Agency	ERDB Director
	Research Centers	Research Center Head
4. Technical Assistance	Technical Assistance covered by MOA in the Main Office and Research Centers	ERDB Director
	Walk-In Requests	ERDB Director
5. Technology Transfer	Sharing/Disclosure of Research Findings	ERDB Director

## MANUAL OF AUTHORITIES

<b>SUBJECT: CONSERVATION AND DEVELOPMENT</b>		
<b>Ecosystems Research and Development Related (Experimental Sites)</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
1. Designation of New RDE Experimental Sites		Secretary
2. Establishment of Demonstration Areas within Experimental Sites		ERDB Director



# MANUAL OF AUTHORITIES

<b>SUBJECT: ENFORCEMENT</b>		
<b>Deputation</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
1. Deputy Environment and Natural Resources Officer /Wildlife Enforcement Officer	For a minimum of one (1) year - For Individuals:	Regional Director
	- For members of groups/organizations with community & up to region-wide membership	Regional Director
	- For members of groups/organizations with multi-regional and/or nationwide membership	USEC for Field Operations
2. Special Deputy Environment and Natural Resources Officer	Specific period as stated in the deputation order - Region (based on recommendation of ARD for Technical Services)	Regional Director
	- Central Office (based on the recommendation of the concerned RD and/or ERDB Director )	Secretary

## MANUAL OF AUTHORITIES

<b>SUBJECT: ENFORCEMENT</b>		
<b>Administrative Adjudication for Natural Resource Products</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
1. Apprehension	Issuance of apprehension receipt	DENR Officers (Officials and employees of DENR charged with enforcement of ENR laws, rules and regulations)
		Deputies (other government officials and private citizens duly deputized by the DENR Secretary or his/her duly authorized representative)
		Members of law enforcement agencies
		Private citizen as provided by law
2. Seizure	Issuance of seizure receipt	CENRO/PENRO or any of the designated officer actually assigned to the area of apprehension
3. Hearing	Conduct of AAP	CENRO
4. Confiscation Order or Release and its Motion for Reconsideration	Confiscation/Release Order and Order for MR	Regional Director
5. Appeal and Motion for Reconsideration	Resolution of Appeal	Secretary

## MANUAL OF AUTHORITIES

<b>SUBJECT: ENFORCEMENT</b>		
<b>Forestry Related (Disposition of Forest Products/Equipment)</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
1. Disposition of Confiscated Forest Products thru Public Auction	- More than 500 cu.m.	Secretary
	- 50.01 cu.m. to 500 cu.m.	Regional Director With clearance from USEC for Field Operations
	- 30.01 cu.m. to 50.00 cu.m.	PENRO
	- Less than 30.00 cu.m.	CENRO
2. Disposition of Confiscated Forest Products for Public Infrastructure thru Donation	- More than 100 cu.m	Secretary
	- 30.01 cu.m. to 100 cu.m.	Regional Director With clearance from USEC for Field Operations
	- 10.01 cu.m to 30 cu.m	PENRO
	- Less than 10 cu.m.	CENRO
3. Disposition of Confiscated Equipment/s or Apprehended Vehicle/s		Secretary

## MANUAL OF AUTHORITIES

<b>SUBJECT: ENVIRONMENTAL MANAGEMENT</b>		
<b>Chemicals Registration and Importation Clearance</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
1. Small Quantity Importation Clearance	SQI Clearance for 1000 kg and below according to MC 2015-002	EMB Regional Director
2. Pre-Manufacture and Pre-Importation Notification Compliance	PMPIN Compliance Certificate for above 1000kgs. according to DAO 92-29	EMB Director
3. Priority Chemical List	Compliance Certificate for 48 Chemicals according to Section 15 of DAO 2005-27	EMB Director
4. Registration for Importer/User/ Manufacturer of Regulated Chemicals under Chemical Control Order	Registration Certificate (DENR MC 2002-12, DAO 1997-39, DAO 1997-38, DAO 2000-02, DAO 2013-25, DAO 2005-25, DAO 2013-24, DAO 2004-01 and EMB MC2015-004)	
4.1 Cyanide and Cyanide Compounds	According to registered volume and allowable use	EMB Regional Director
4.2 Mercury and Mercury Compounds	According to registered volume and allowable use	EMB Regional Director
4.3 Asbestos	According to registered volume and allowable use	EMB Regional Director
4.4 Ozone Depleting Substance	According to Sec. 7 of DAO 2013-25 with quota allocation based on set phase out schedule for HCFC-141B, HCFC-22, HCFC-123 only	EMB Director
4.4.1 ODS (for Dealers, Re-sellers and Retailers)	According to Sec. 9 of DAO 2013-25 and MC 2005-03	EMB Regional Director
4.5 Lead and Lead Compounds	According to existing use Restricted use within 3 years for architectural decorative and household paint (2016) and 6 years for industrial paints in 2019	EMB Director
4.6 Polychlorinated Biphenyls	According to Section 4 of DAO 2004-01 and EMB MC 2015-004	EMB Director / EMB Regional Director

## MANUAL OF AUTHORITIES

<b>SUBJECT: ENVIRONMENTAL MANAGEMENT</b>		
<b>Chemicals Registration and Importation Clearance</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
5. Importation under CCO	Importation Clearances (DENR MC 2002-12, DAO 1992-39, DAO 1992-38, DAO 2002-02, DAO 2013-25, DAO 2013-24)	
5.1 Cyanide and Cyanide Compounds	According to registered volume and allowable use	EMB Regional Director
5.2 Mercury and Mercury Compounds	According to registered volume and allowable use	EMB Regional Director
5.3 Asbestos	According to registered volume and allowable use	EMB Regional Director
5.4 Ozone Depleting Substance	According to Sec. 8 of DAO 2013-25 with quota allocation based on set phase out schedule for HCFC-141B, HCFC-22, HCFC-123	EMB Director
5.5 Lead and Lead Compounds	According to registered volume and allowable use	EMB Director
6. ODS Alternatives		
6.1 Importer Registration	Registration Certificate (MC 2005-03)	EMB Director
6.2 Pre-Shipment Importation	PSI Clearance (MC 2005-03)	EMB Director
7. Chemical Export Based on the List under Annex III (Prior Informed Consent Procedure) of Rotterdam Convention and EU List of Priority Chemicals	Explicit Consent for Notification	EMB Director
8. PCL Exemption	Exemption Certificate covered under Sections 7.1 and 7.2 of EMB MC 2014-003 on PCL with CCO and PCL with less than or equal to one (1) percent concentration in mixture	EMB Director
9. Polymer Exemption	Exemption Certificate (Section 22 of DAO 1992-29)	EMB Director

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# MANUAL OF AUTHORITIES

<b>SUBJECT: ENVIRONMENTAL MANAGEMENT</b>		
<b>Chemicals Registration and Importation Clearance</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
<p>10. Notice of Violation</p> <p>    10.1 Non-Registration Pursuant to the Provisions of Title II, DAO 29 series of 1992 under Priority Chemical List, Pre-Importation and Pre-Manufactured Notification and Chemical Control Order</p> <p>    10.2 Operating with an Expired Permit/Clearance</p> <p>    10.3 Non-Compliance with the Conditions of the Permit/Clearance issued</p> <p>    10.4 Misrepresentation, Inaccurate or Inconsistent Data/Information Submitted</p> <p>    10.5 Environmental Damages and Other Forms of Environmental Degradation</p>	<p>According to MC 2005-003</p>	<p>EMB Director / EMB Regional Director</p>

# MANUAL OF AUTHORITIES

<b>SUBJECT: ENVIRONMENTAL MANAGEMENT</b>		
<b>Hazardous Waste Management</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
1. Importation		
1.1 Registration of Importers of Recyclable Materials	Registration Certificate according to DAO 2013-22	EMB Director
1.2 Importation for Recyclable Materials	Importation Clearance (DAO 2013-22)	EMB Director
2. Export		
2.1 Export of Hazardous Waste	Export Clearance (DAO 2013-22)	EMB Director
3. Hazardous Waste Generator		
3.1 Registration as HWG	Registration Certificate (DAO 2013-22)	EMB Regional Director
4. Hazardous Waste Treatment, Storage and Disposal Facility		
4.1 Registration as TSD Facility	Registration Certificate (DAO 2013-22)	EMB Director
4.2 Cancellation of Registration as TSD Facility	Letter of Cancellation (DAO 2013-22)	EMB Director
5. Hazardous Waste Transporter		
5.1 Registration as Hazardous Waste Transporter	Registration Certificate (DAO 2013-22)	EMB Director
5.2 Permit to Transport Hazardous Waste	Transport Permit (DAO 2013-22)	EMB Regional Director

## MANUAL OF AUTHORITIES

<b>SUBJECT: ENVIRONMENTAL MANAGEMENT</b>		
<b>Hazardous Waste Management</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
6. Notice of Violation		
6.1 Failure to Provide Appropriate Information to the DENR upon Registration	According to DAO 2013-22	EMB Director / EMB Regional Director
6.2 Submission of Documents Containing False Information	According to DAO 2013-22	EMB Director / EMB Regional Director
6.3 Failure to Comply with Reporting Requirements under the Law	According to DAO 2013-22-	EMB Director / EMB Regional Director
6.4 Issuance of NOV for HWG Failure to Comply with the Conditions of a Permit, except those specified herein	According to DAO 2013-22	EMB Regional Director
6.5 Failure to Comply with Labelling Requirements	According to DAO 2013-22	EMB Director / EMB Regional Director
6.6 Failure to Place Placards on the Conveyance/ Vehicle	According to DAO 2013-22	EMB Director / EMB Regional Director
6.7 Failure to Comply with Subpoena or Subpoena Duces Tecum Issued by the Secretary or his Duly Authorized Representative	According to DAO 2013-22	EMB Director / EMB Regional Director
6.8 Failure to Provide Required Information within the Period Mandated by these Regulations	According to DAO 2013-22	EMB Director / EMB Regional Director
6.9 Violation of Any of the Provisions on Any of the Governing Rules and Regulations	According to DAO 2013-22	EMB Director / EMB Regional Director



## MANUAL OF AUTHORITIES

<b>SUBJECT: ENVIRONMENTAL MANAGEMENT</b>		
<b>Hazardous Waste Management</b>		
6.10 In Addition to the Above Stated Policies, Violation of Any of the Provisions on Any of the Governing Rules and the Rules Governing the Contingency Program shall Result in the Immediate Suspension of the Permit Issued to said Violator	According to DAO 2013-22	EMB Director / EMB Regional Director
6.11 Failure to Submit a Completed Copy of the Hazardous Waste Manifest Form to the DENR	According to DAO 2013-22	EMB Director / EMB Regional Director
6.12 Performs the Functions of a TSD Facility without the Appropriate TSD Facility Permit	According to DAO 2013-22	EMB Director / EMB Regional Director
6.13 Conveys or Transports Hazardous Wastes without the Proper Manifest Forms	According to DAO 2013-22	EMB Director / EMB Regional Director
6.14 Conveys or Transports Hazardous Wastes without Proper Labels and Placards	According to DAO 2013-22	EMB Director / EMB Regional Director
6.15 Conveys or Transports Hazardous Wastes in Transports not Suitable for the Hazardous Waste being Transported	According to DAO 2013-22	EMB Director / EMB Regional Director
6.16 Accepts Hazardous Wastes without the Proper Manifest	According to DAO 2013-22	EMB Director / EMB Regional Director

## MANUAL OF AUTHORITIES

<b>SUBJECT: ENVIRONMENTAL MANAGEMENT</b>		
<b>Hazardous Waste Management</b>		
6.17 Stores, Recycles, Reprocesses, Treats or Disposes of Hazardous Wastes at the TSD facility without the Appropriate TSD Facility Permit	According to DAO 2013-22	EMB Director / EMB Regional Director
6.18 Failure to Notify the DENR of the Residuals Generated as Consequence of its Recycling, Reprocessing or Treatment Activities	According to DAO 2013-22	EMB Director / EMB Regional Director
6.19 Importing Recyclable Materials Containing Hazardous Substances without Securing Import Clearance from the DENR	According to DAO 2013-22	EMB Director / EMB Regional Director
6.20 Exporting Hazardous Wastes or Materials Containing Hazardous Substances without Securing an Export Clearance from the DENR	According to DAO 2013-22	EMB Director / EMB Regional Director
6.21 Imposition of Administrative Fines	According to Section 11 "Prohibited Acts and Penalties" of DAO 2013-22	EMB Director /EMB Regional Director

## MANUAL OF AUTHORITIES

<b>SUBJECT: ENVIRONMENTAL MANAGEMENT</b>		
<b>Air Quality Management</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
1. Permit to Operate on Air Pollution Source and Control Facilities/ Installation	Permit to Operate (DAO 2004-26)	EMB Regional Director
2. Notice of Violation - Emissions which Exceed National Ambient Air Quality Standards for Source Specific Air Pollutants for Industrial Source and National Emission Standards for Source Specific Air Pollutants	According to DAO 2000-81	EMB Regional Director
3. Notice of Violation - Violations of CAA Provisions other than the Emission Standards	According to DAO 2000-81 & DAO 2000-81	EMB Regional Director
4. Certificate of Conformity for New Motor Vehicle for Type Approval	According to DAO-2015-04	EMB Director
5. Certificate of Conformance for Emission Test Equipment	According to DAO 2000-81	EMB Director
6. Imposition of Administrative Fines	According to PAB Resolution 2003-04, DAO 2005-10 & DAO 2000-81	PAB Chairperson/EMB Regional Director
7. Accreditation of 3 <sup>rd</sup> party Source Emission Testing Firms	According to DAO 2013-15	Secretary/EMB Director

# MANUAL OF AUTHORITIES

<b>SUBJECT: ENVIRONMENTAL MANAGEMENT</b>		
<b>Water Quality Management</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
1. Wastewater Discharge Permit	According to DAO 2005-10	EMB Regional Director
2. Notice of Violation  - Issuance Prohibited Act under RA 9275	According to DAO 2005-10	EMB Regional Director

# MANUAL OF AUTHORITIES

<b>SUBJECT: ENVIRONMENTAL MANAGEMENT</b>		
<b>Solid Waste Management</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
1. Approval of Safe Closure and Rehabilitation Plan of Open and Controlled Dumpsites	SCRP submitted by LGU-Acknowledgement Letter (DAO 2006-09)	EMB Regional Director
2. Notice of Violation for SWM Facility	Section 9 of Republic Act 9003, DAO 34-2001	EMB Regional Director
3. Cease and Desist Order for SWM Facility	CDO (Section 9 of Republic Act 9003, DAO 34-2001)	EMB Regional Director

## MANUAL OF AUTHORITIES

<b>SUBJECT: ENVIRONMENTAL MANAGEMENT</b>		
<b>Recognition/Accreditation of Environmental Partners</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
1. Recognition of Environmental Laboratories	Certificate of Recognition (DAO 98-63)	Secretary
2. Registration of PCB Laboratories	Certificate as EMB Registered PCB Laboratory (MC 2014-007)	EMB Director
3. Accreditation of the Pollution Control Officers	Certificate of Accreditation (DAO 2014-02)	EMB Regional Director
4. Recognition of Training Organization/Institution	Certificate of Recognition(DAO 2014-02)	EMB Director
5. Philippine Environmental Partnership Program - Track 1  - Track 2	DENR Official Seal of Approval (DAO 2003-14 & MC 2010-003)  Environmental Consent Agreement (ECONA) (DAO 2003-14 & MC 2010-003)	Secretary  EMB Director / EMB Regional Director
6. Revised Industrial ECOWATCH System	Administrative Incentives (DAO 2003-26)	EMB Director/EMB Regional Director

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# MANUAL OF AUTHORITIES

<b>SUBJECT: ENVIRONMENTAL MANAGEMENT</b>		
<b>Clean Development Mechanism (CDM)</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
Host Country Approval for CDM Projects (Letter of Approval)	According to E.O. 320 and DAO 2005-17	DENR as Designated National Authority (Secretary)

# MANUAL OF AUTHORITIES

<b>SUBJECT: ENVIRONMENTAL MANAGEMENT</b>		
<b>Environmental Compliance Certificate (ECC)</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
1. Environmental Compliance Certificate  1.1 Issuance/Non-issuance	Environmentally Critical Projects	Secretary/ EMB Director
	- Co- located projects, including amendment/s	
	- Single projects including amendment/s	
	- Single projects	
	- Non-ECPs within Environmentally Critical Areas <sup>1</sup>	EMB Director/ EMB Regional Director
	- Certificate of Non-Coverage	EMB Director/ EMB Regional Director
2. Cease and Desist Order		Secretary/EMB Director/EMB Regional Director
3. Imposition of Fines/ Penalties <sup>2</sup>	- Operating without an ECC - Violations of the conditions in the ECC - Non-compliance with any of the commitments made in the EIA - Non-submission of reports as required	EMB Director/ EMB Regional Director
4. Issuance of Notices (including Notice/s of Violation)	All types of violations on PD 1586 and related issuances	EMB Director EMB Regional Director

<sup>1</sup> Subject to thresholds established under the Revised Procedural manual for DAO 2003-30 (IRR of PD 1586) and Administrative Order No. 42 by the President of the Philippines (November 2, 2002)

<sup>2</sup> Must comply with the due process requirement of notice and hearing/conference prior to issuance of any order of imposition



## MANUAL OF AUTHORITIES

<b>SUBJECT: ENVIRONMENTAL MANAGEMENT</b>		
<b>Pollution Adjudication Board (PAB)</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
1. Notice of Violation	According to DAO 2000-81 & DAO 2005-10	EMB Director/ EMB Regional Director
2. Interim Cease and Desist Order for 5 days	According to Section 7 of PAB Resolution I-C	EMB Regional Director
3. <i>Prima facie</i> Evidence that the Emission or Discharge of Pollutants Constitutes an Immediate Threat to Life, Public Health, Safety or Welfare, or to Animal or Plant Life, or greatly exceeds the Allowable DENR Standards	According to Section 7 of PAB Resolution I-C	EMB Regional Director
4. Cease and Desist Order Finding, on the Basis of Inspection or Monitoring Reports, that the Emissions or Discharged Sewage or Waste Constitutes an Immediate Threat to Life, Public Health, Safety or Welfare, or to Animal or Plant Life, or greatly exceeds the Allowable DENR Standards	Violations of prohibited act under RA 9275	Secretary / PAB
	Violations under RA 8749	Secretary
5. Temporary Lifting Order	In relation to CDO issued under RA 9275	Secretary/PAB
	In relation to CDO issued under RA 8749	Secretary/PAB
6. Formal Lifting Order		Secretary/PAB
7. Imposition of Fines	Violations of prohibited act under RA 9275	Secretary/PAB
	Violations of emission standards under RA 8749	Secretary/PAB
	Administrative Violations (PD 1586 / RA 6969 / RA 9003)	EMB Director / EMB Regional Director

## MANUAL OF AUTHORITIES

<b>SUBJECT: MINES AND GEOSCIENCES</b>		
<b>Permits/Special Permits</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
1. Exploration Permit Application	Upon prior clearance by the MGB Director	MGB Regional Director
2. EP Renewal Application		MGB Director
3. Order Approving Transfer or Assignment	EP Application	MGB Regional Director
	EP	MGB Director
4. Notice of Withdrawal of EP Application		MGB Regional Director
5. Notice of Relinquishment of EP		MGB Regional Director
6. Area Status and Clearance for EP Application		MGB Regional Director
7. Decision/Resolution on the Appeal from Denial of Area Clearance		Undersecretary for Field Operations
8. Special Mines Permit Application (for Mineral Production Sharing Agreement applicant only)	Original issuance and renewals	MGB Director
9. Special Mineral Extraction Permit Application	Extraction of onshore sand and gravel for government projects	Secretary
10. Special Exploration Permit Application	Exploration of marine sand and gravel for government reclamation projects	Secretary
11. Government Seabed Quarry Permit (GSQP) Application	Extraction of marine sand and gravel for government reclamation projects	Secretary
12. Authority to Verify Minerals		MGB Director

## MANUAL OF AUTHORITIES

<b>SUBJECT: MINES AND GEOSCIENCES</b>		
<b>Tenurial Instruments- Financial or Technical Assistance Agreement (FTAA)</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
1. Financial or Technical Assistance Agreement Application		(Note: Approval is vested in the President pursuant to RA No. 7942)
2. Renewal of Exploration Period		MGB Director
3. Temporary EP pending approval of the FTAA		MGB Director
4. Conversion of FTAA into Mineral Agreement		MGB Director
5. Approval of Transfer or Assignment	FTAA Application	MGB Regional Director
	FTAA	(Note: Approval is vested in the President pursuant to RA No. 7942)
6. Notice of Withdrawal	FTAA Application	MGB Regional Director
	FTAA	MGB Director
7. Notice of Relinquishment of FTAA Area		MGB Regional Director
8. Area Status and Clearance for FTAA Application		MGB Regional Director
9. Decision/Resolution on the Appeal from Denial of Area Clearance		Undersecretary for Field Operations
10. Contract Area Expansion		MGB Director
11. Development/Utilization Work Program		MGB Director

## MANUAL OF AUTHORITIES

<b>SUBJECT: MINES AND GEOSCIENCES</b>		
<b>Tenurial Instruments-Mineral Agreement</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
1. Mineral Agreement Application		Secretary
2. Renewal of Exploration Period		MGB Director
3. Conversion of: 3.1 Mineral Production Sharing Agreement (MPSA) into Joint Venture Agreement and Co-Production Agreement or vice-versa		Secretary
3.2 MA into FTAA		(Note: Approval is vested in the President pursuant to RA No. 7942)
3.3 MA Application into FTAA Application		MGB Regional Director
4. Approval of Transfer or Assignment	MA Application	MGB Regional Director
	MA	MGB Director
5. Notice of Withdrawal	MA Application	MGB Regional Director
	- MA	MGB Director
6. Notice of Relinquishment of MA Area	MA	MGB Regional Director
7. Decision/Resolution on the Appeal from Denial of Area Clearance		Undersecretary for Field Operations
8. Contract Area Expansion		MGB Director
9. Development/Utilization Work Program		MGB Director

## MANUAL OF AUTHORITIES

<b>SUBJECT: MINES AND GEOSCIENCES</b>		
<b>Tenurial Instruments- Small-Scale Mining Contract (SSMC)</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
1. Declaration of People's Small-Scale Mining Area / <i>Minahang Bayan</i>	Upon prior clearance by the Secretary	Provincial/City Mining Regulatory Board (P/CMRB)
2. Small-Scale Mining Contract Application		P/CMRB
3. Small-Scale Miner's License Application		P/CMRB
4. Mineral Processing License Application		P/CMRB
5. Reversion of PSSMA/ <i>Minahang Bayan</i>		Secretary

## MANUAL OF AUTHORITIES

<b>SUBJECT: MINES AND GEOSCIENCES</b>		
<b>Processing/Transport Permit/Accreditation</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
1. Mineral Processing Permit	Approval, Renewal, Cancellation and Revocation - Less than PhP200M project cost	MGB Regional Director
	- PhP200M and above project cost	MGB Director
2. Ore Transport Permit	For Mining Contract and Permit and Accreditation of Traders/Dealers/Retailers, issued by DENR/MGB	MGB Regional Director
	For Mining Permit issued by Provincial Governor/City Mayor	(Note: Vested in the Governor/City Mayor under RA No.7160)
	For SSMC	P/CMRB
3. Delivery Receipt	For Industrial Sand and Gravel (ISAG) of more than 5 hectares but not to exceed 20 hectares	MGB Regional Director
	- For ISAG and Commercial Sand and Gravel Permits of 5 hectares or less	(Note: Vested in the Governor/City Mayor under RA No.7160)
4. Confiscation/ Seizure of Minerals/Mineral Products, Tools and Equipment, incl. Conveyance	Illegally extracted and/or transported minerals and mineral products	MGB Director and MGB Regional Director and/or Bureau Officers/ personnel duly authorized by the MGB Director; DENR Personnel duly authorized by the Secretary; Contractor, Permit Holder and other duly deputized personnel.
5. Mineral Ore Export Permit	For Mining Contract and Permit issued by DENR/MGB - 1 <sup>st</sup> time issuance	MGB Director
	- Succeeding issuances	MGB Regional Director
	For Mining Permit issued by Provincial Governor/ City Mayor	Governor/City Mayor and subsequent confirmation by MGB Regional Director
	For SSMC	P/CMRB
6. Certificate of Accreditation	Traders/Dealers/Retailers - Original issuance and renewal	MGB Regional Director

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## MANUAL OF AUTHORITIES

<b>SUBJECT: MINES AND GEOSCIENCES</b>		
<b>Mine Safety</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
1. Safety Engineer/Inspector Permit	Mining Operation covered by Mining Permit and Contract issued by the national government	MGB Regional Director
2. Temporary Safety Engineer/Inspector Permit	Mining Operation covered by Mining Permit and Contract issued by the national government	MGB Regional Director
3. Electrical/Mechanical Installation Permit	Mining Operation covered by Mining Permit and Contract issued by the national government	MGB Regional Director
4. Safety and Health Program	Mining Operation covered by Mining Permit and Contract issued by the national government	MGB Regional Director
5. Annual Safety and Health Program	Mining Operation covered by SSMC	MGB Regional Director

## MANUAL OF AUTHORITIES

<b>SUBJECT: MINES AND GEOSCIENCES</b>		
<b>Explosives</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
1. Purchaser's License	Recommending Approval by MGB Regional Director	(Note: Approval is vested in the PNP)
2. License to Purchase/Transfer Explosives	Recommending Approval by MGB Regional Director	(Note: Approval is vested in the PNP)
3. Blaster Foreman's License	Recommending Approval by MGB Regional Director	(Note: Approval is vested in the PNP)



# MANUAL OF AUTHORITIES

<b>SUBJECT: MINES AND GEOSCIENCES</b>		
<b>Project Feasibility</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
1. Declaration of Mining Project Feasibility	EP, MA or FTAA	MGB Director
2. Feasibility Study	EP, MA or FTAA	MGB Director
	MA or MPP Application	MGB Director

# MANUAL OF AUTHORITIES

<b>SUBJECT: MINES AND GEOSCIENCES</b>		
<b>Agreements</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
1. Memorandum of Agreement, Option Agreement, Operating Agreement or other Similar Forms of Agreement		MGB Director

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## MANUAL OF AUTHORITIES

<b>SUBJECT: MINES AND GEOSCIENCES</b>		
<b>Environmental Protection</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
1. Environmental Protection and Enhancement Program/Final Mine Rehabilitation and/or Decommissioning Plan	MA or FTAA Contractor, MPP or other Permit Holder - EPEP/FMR/DP	CLRFSC
	ISAG or Quarry Permit Holder EPEP	MRFC
	ISAG or Quarry Permit Holder FMR/DP	CLRFSC
2. Annual EPEP	MA or FTAA Contractor, MPP or other Permit Holder	MRFC
3. Potential Environmental Impact Management Plan	Small-Scale Mining Contractor	MGB Regional Director
4. Social Development and Management Program and Annual SDMP	Mining Permit Holder or Contractor	MGB Regional Director
5. Community Development Program	Mining Permit Holder or Contractor	MGB Regional Director
6. Community Development and Management Program	Small-Scale Mining Contractor	MGB Regional Director
7. Certificate of Environmental Management and Community Relations Record or Certificate of Exemption from CEMCRR	CEMCRR for Application for Mining Contract/Permit issued by DENR/MGB/P/CMRB	MGB Regional Director

# MANUAL OF AUTHORITIES

<b>SUBJECT: MINES AND GEOSCIENCES</b>		
<b>Mining Related Surveys</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
1. Survey Order		MGB Regional Director
2. Approval of Survey Plan		MGB Regional Director
3. Deputation of Geodetic Engineer		MGB Regional Director

## MANUAL OF AUTHORITIES

<b>SUBJECT: MINES AND GEOSCIENCES</b>		
<b>Disposition of Mineral Products</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
1. Disposition of Confiscated/ Seized Minerals/Mineral Products, Tools, Equipment and/or Conveyance	Through Public Auction/Bidding	MGB Regional Director
	To the Natural Resources Development Corporation <sup>1</sup>	Secretary

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<sup>1</sup> DENR Memorandum dated May 13, 2008 provides that "... to immediately turnover/donate all confiscated **minerals, mineral products** forest products, conveyances and equipment without court cases to NRDC for proper management and disposition" (Emphasis supplied)

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## MANUAL OF AUTHORITIES

<b>SUBJECT: MINES AND GEOSCIENCES</b>		
<b>Adverse Claim, Protest/Opposition, Denial/Rejection (Regional Panel of Arbitrators [RPA]/Mines Adjudication Board [MAB])</b>		
<b>ACTIVITY</b>	<b>LIMITS OF AUTHORITY</b>	<b>APPROVING AUTHORITY</b>
1. Resolution of Adverse Claim, Protest or Opposition	Cases docketed in the Regional Panel of Arbitrators	RPA
2. Order of Execution/Finality of Decision	Cases resolved with finality by the RPA	RPA
3. Resolution of Appeal from the Decision of the RPA	Cases resolved by the Mines Adjudication Board	MAB
4. Denial of Mining Application	Application for EP, MA, FTAA and other applications filed in MGB Regional Office	MGB Regional Director
	EP Renewal Application	MGB Director
	MA Renewal Application	Secretary
5. Resolution of Appeal from Denial of Mining Application	Denial by MGB Regional Director	MGB Director
	Denial by MGB Director	Secretary
6. Cancellation of Approved Mining Tenement	EP issued by:	MGB Regional Director/MGB Director/Secretary
	- MGB Regional Director	MGB Director/Secretary
	- MGB Director	MGB Director/Secretary
	MA	MGB Director/Secretary
	FTAA	Note: Cancellation is vested in the President pursuant to RA No. 7942
	MPP issued by:	MGB Regional Director/MGB Director/Secretary
	- MGB RD	MGB Director/Secretary
	- MGB Director	MGB Director/Secretary
- SMP	MGB Director/Secretary	
- SMEP, GSQP & SEP	Secretary	
	SSMC and MPL	Secretary/P/CMRB
7. Resolution of Appeal from the Cancellation of Approved Mining Tenement	Cancellation by	
	- MGB RD	MGB Director
	- MGB Director	Secretary

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# MANUAL OF AUTHORITIES

**SUBJECT: DISTRIBUTION LIST**

Secretary

All Undersecretaries

All Assistant Secretaries

Head Executive Assistant

All Bureau Directors

All Assistant Directors

All Regional Directors

All Assistant Regional Directors

All Service Directors

All PENROs

All CENROs

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