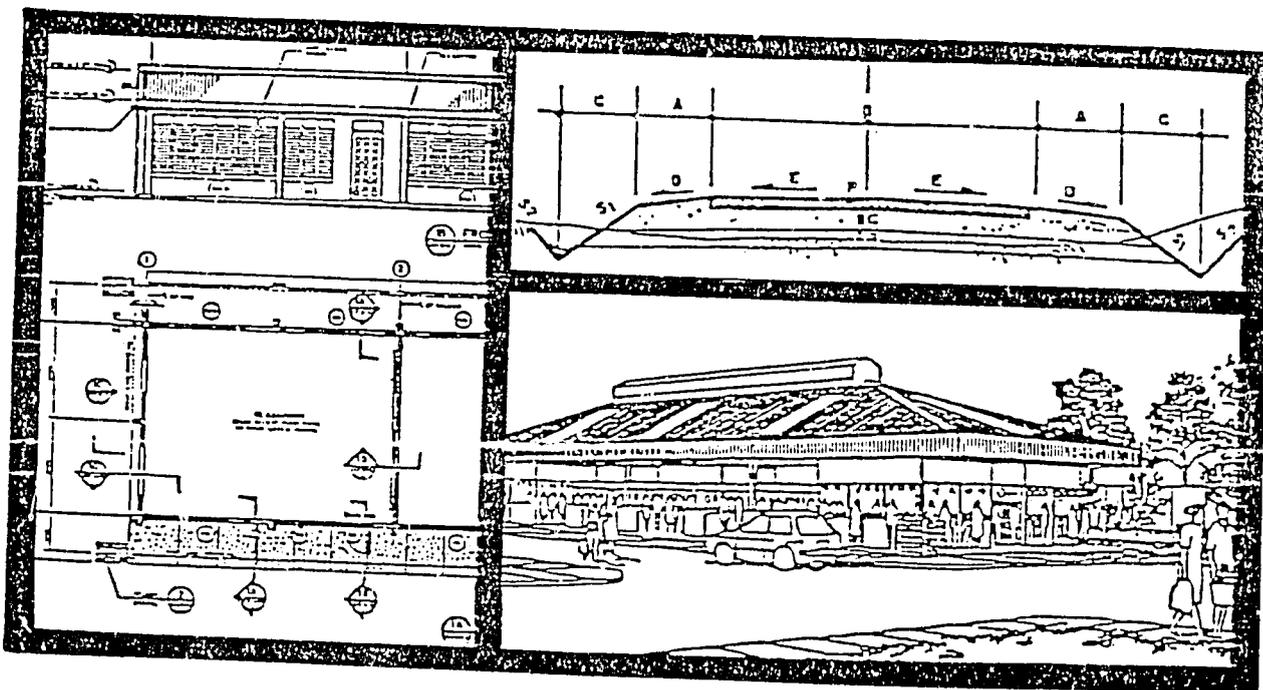

The United States Agency for
International Development
Mission to the Republic of the Philippines

LOCAL GOVERNMENT
INFRASTRUCTURE FUND PROJECT

Environmental Assessment Guidelines
Draft Manual



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Environmental Assessment Guidelines
Local Government Infrastructure Fund Project
(USAID Project Number 492-0463)

DRAFT MANUAL

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I. INTRODUCTION

Background studies conducted for the Local Government Infrastructure Fund (LGIF) Project identify the lack of adequate physical infrastructure at the local level as a major impediment to economic growth in the Philippines today. Identified constraints include inadequate transportation (i.e. roads) and support (i.e. public markets, schools) infrastructure. The basic objective of the LGIF Project is to promote private sector led growth and diversification by alleviating some of the infrastructure constraints in various provinces and chartered cities of the Philippines. In the process of assisting the localized construction of essential small scale infrastructure, a complimentary objective of the LGIF Project is to support decentralization through implementation procedures which aim to strengthen the administrative capabilities of selected LGUs. Thus, the objective of the LGIF Project includes both a product (small scale infrastructure) and a process (decentralized implementation).

Under the LGIF Project's implementation process, the LGU serves as the project proponent and is directly responsible for complying with various regulatory requirements and statutes. The purpose of this manual is to provide a brief orientation, to proponent LGUs, on the identified environmental requirements which should be considered in the implementation of each subproject. The following recommendations are based on the current regulations of the Department of Environment and Natural Resources (DENR), in line with the decentralization process and responsibilities defined in the 1991 Local Development Code.

II. ENVIRONMENTAL CONDITIONS

Under the LGIF Project, five groups of subprojects are currently identified as eligible for funding. These are public markets, roads, school buildings, slaughterhouses, and community health care facilities. To ensure the viability and long term sustainability of each proposed subproject, the proponent should determine, among other considerations, the environmental and social feasibility. Both social and environmental feasibility are addressed through the process of an environmental impact assessment, or EIA.

What is an EIA?

An EIA is a process whereby an objective evaluation is made of the environmental consequences which may be expected to result from a proposed activity or project. An EIA serves an important role as a planning and management tool. As a planning tool, the EIA serves to identify where to locate projects, how such projects should be designed, determine the operational constraints that will be encountered, and how to minimize adverse environmental impacts. As a management tool, it is used for collecting and analyzing

information about the potential environmental effects of projects, to assist the decision-making process by considering the "costs" of development, such as damage to the environment and impact mitigation measures.

How is the EIA process applied under the LGIF Project?

The LGIF Project's implementation process includes three major levels of subproject studies that will generally be conducted prior to the final funding evaluation by the LGIF-PMO (Project Management Office) and USAID. These include the Project Identification Document (PID), the Feasibility Study (FS), and the Inception Report. Environmental assessment activities, such as site descriptions and problem identification, are usually incorporated into each of these levels of study. The environmental assessment requirements for each proposed subproject are established by the Environmental Impact Statement (EIS) System of the Philippines.

What is the EIS System?

Presidential Decree (PD) 1586, issued in 1978, established the EIS System, which refers to the entire process of organization, administration and procedure institutionalized for the purpose of assessing and regulating the effects of physical developments on the quality of the environment. Since 1978, various decrees, proclamations, and administrative orders have been issued to further define and amend the EIS System of the Philippines.

The application of the EIS System may vary from project to project, according to type, scale, and/or siting, but typically involves documenting significant project information and details to enable the DENR and other concerned parties to make judicious decisions. Based on the current EIS System, a project may be considered as exemptible, or as non-exemptible.

What are exemptible projects?

These are generally projects which are described as posing no significant threat to the environment due to the type, scale, or siting of the project. Some projects may also be exempted by the President or his duly authorized representative for reasons of national interest or in compliance with international commitments. For example, rehabilitation projects in response to natural calamities are typically considered as exemptible. Such exemptions, however, do not limit the DENR from requiring that the project proponents institute the necessary remedial measures to protect the environment. Such remedial measures, or conditional requirements, of the project are included in the "Exemption Certificate", which is issued for these types of projects. The

current list of exemptible types of projects is included in Appendix A.

What are non-exemptible projects?

Non-exemptible projects typically concern activities which involve environmentally critical projects (ECP) and/or environmentally critical areas (ECA).

What are environmentally critical projects?

These refer to major projects which have a recognized high potential for negative environmental impacts and include the following:

- o heavy industries
 - non-ferrous metal industries
 - iron and steel mills
 - petroleum and petro-chemical industries
 - smelting plants
- o resource extractive industries
 - major mining and quarrying projects
 - major forestry or fishery projects
- o infrastructure projects
 - major dams
 - major power plants
 - major reclamation projects
 - major roads and bridges

What are environmentally critical areas?

These refer to those areas, or habitats, which are described as environmentally sensitive and according to Proclamation 2146 include:

- o all areas declared by law as national parks, watershed reserves, wildlife preserves and sanctuaries;
- o areas set aside as aesthetic/potential tourist spots;
- o areas which constitute the habitat for any endangered or threatened species of indigenous Philippine wildlife (flora and fauna);
- o areas of unique historical, archaeological or scientific interest;

- o areas which are traditionally occupied by cultural communities or tribes;
- o areas frequently visited and/or hard-hit by natural calamities (geologic hazards, floods, typhoons, volcanic activity, etc.);
- o areas with critical slopes (greater than 18°);
- o areas classified as prime agricultural lands;
- o recharge areas of aquifers;
- o waterbodies characterized by one or any combination of the following conditions.
 - tapped for domestic purposes;
 - within the controlled and/or protected areas declared by appropriate authorities;
 - which support wildlife and fishery activities.
- o mangrove areas characterized by one or any combination of the following conditions:
 - with primary pristine and dense young growth;
 - adjoining the mouth of major river systems;
 - near or adjacent to traditional productive fry or fishing grounds;
 - which act as natural buffers against shore erosion, strong winds and storm floods;
 - on which people are dependent for their livelihood.
- o coral reefs characterized by one or any combination of the following conditions:
 - with 50% and above live coralline cover;
 - spawning and nursery grounds for fish;
 - which act as a natural breakwater of coastlines.

What are the documentary requirements for projects under the current EIS System?

Based on the recently issued DENR Administrative Order No. 21 (series of 1992), three types of documents are currently considered under the EIS System:

- o Enform I (Appendix B)

This one page form is the initial procedure undertaken by the project proponent to apply for DENR evaluation. The completed document serves as the basis for determining whether the project is exempted or is within the subsequent levels of documentation and evaluation as required under the EIS System. This document is submitted to the DENR regional office, which determines if a proposed project is considered environmentally critical (an ECP or an ECA).

o Project Description (PD) (Appendix C)

This abbreviated document may be required, by the DENR regional office, if a project is not an ECP but may be located in an ECA. It is essentially a brief description of the proposed project and serves to identify potential sources of environmental impact and the available control or mitigation measures. This document also discusses socio-economic problems which are expected to be generated by the project, to describe the level of social acceptability.

o Environmental Impact Statement (EIS)

An EIS is a detailed, in-depth analysis of the environmental consequences of generally large scale projects, such as those defined as environmentally critical projects (ECPs). This level of study is not anticipated under the LGIF Project, due to the small scale nature of eligible subprojects. The evaluation of an EIS normally involves the Environmental Management Bureau (EMB), of the DENR central office.

Based on current DENR regulations and the findings of a recently completed "programmatic" environmental study of the LGIF Project, Table 1 lists the recommended DENR documents that should be prepared for each proposed subproject.

The current environmental review process for the types of activities proposed under the LGIF Project falls under the jurisdiction of the DENR regional office. This review process is illustrated in Figure 1. In addition to exemptible types of subproject proposals, which may only require the submission of an Enform 1 (Appendix B), some subproject types and/or locations may require the submission of a Project Description (PD).

What are the steps in the review and evaluation of PDs?

1. Upon determination by the DENR regional office that the project shall be requiring a PD, an outline of the PD will be given to the proponent. On the basis of the outline, the proponent's technical staff shall make a study to complete the PD. A simplified draft PD outline, which is still under review by the DENR-EMB, is included as Appendix D.
2. Upon completion of the PD, the proponent shall submit at least four (4) copies of the document to the DENR regional office for review.

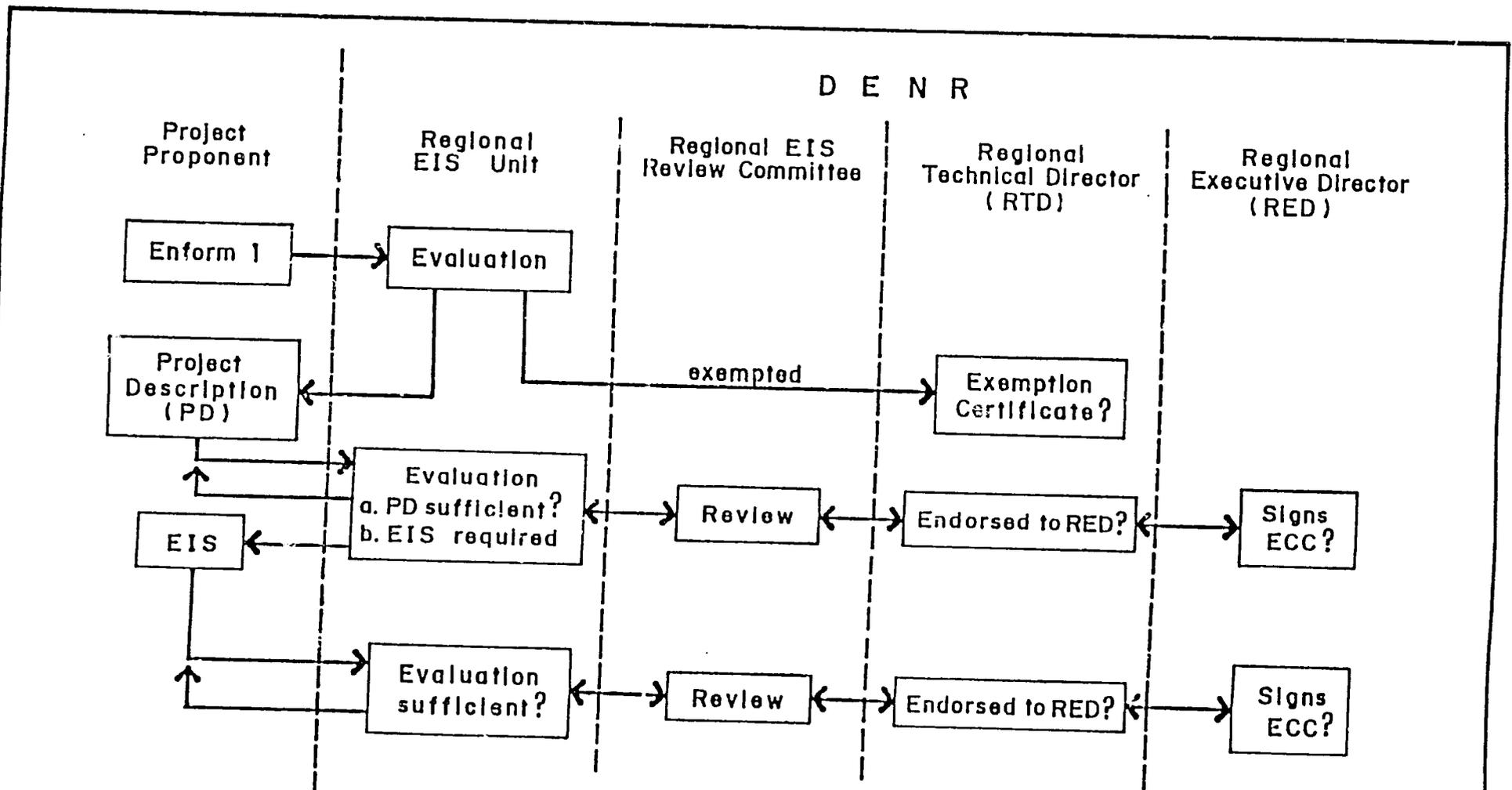
Table 1 Recommended DENR Documentary Requirements for the Proposed LGIF Subprojects

Subproject	Upgrade/replacement	New location/facility within developed/urban areas	New location/facility within undeveloped areas
Roads and streets	Exemptible	Exemptible/PD	PD
Small public market estimated effluent <30 m ³ /day	Exemptible	Exemptible/PD w/ locational clearance	PD w/ locational clearance
Type I public market module estimated effluent <30 m ³ /day	Exemptible	Exemptible/PD w/ locational clearance	PD w/ locational clearance
Type II public market module estimated effluent <30 m ³ /day	Exemptible	Exemptible/PD w/ locational clearance	PD w/ locational clearance and conform w/ DAO 35
Type III public market module estimated effluent >30 m ³ /day	Exemptible conform w/ DAO 35	Exemptible/PD w/ locational clearance and conform w/ DAO 35	PD w/ locational clearance and conform w/ DAO 35
Public market complex estimated effluent >30 m ³ /day	Exemptible conform w/ DAO 35	Exemptible/PD w/ locational clearance and conform w/ DAO 35	PD w/ locational clearance and conform w/ DAO 35
District Slaughterhouse estimated effluent <30 m ³ /day	Exemptible	Exemptible/PD w/ locational clearance	PD w/ locational clearance
Satellite slaughterhouse estimated effluent >30 m ³ /day	Exemptible conform w/ DAO 35	Exemptible/PD w/ locational clearance and conform w/ DAO 35	PD w/ locational clearance and conform w/ DAO 35
Regional slaughterhouse estimated effluent >30 m ³ /day	Exemptible conform w/ DAO 35	PD w/ locational clearance and conform w/ DAO 35	PD w/ locational clearance and conform w/ DAO 35
Community health care center	Exemptible	Exemptible/PD w/ locational clearance	PD w/ locational clearance

Legend:

- LGIF - Local Government Infrastructure Fund
- PD - Project Description
- DAO 35 - DENR Administrative Order No. 35 (Revised effluent standards)

Note: Proposed documentary requirements are based on the findings of the programmatic environmental assessment conducted for the LGIF Project, and represent the recommendations of the consultant team, in line with current DENR regulations. The listed documentary requirements should be interpreted by project proponents as the minimum requirements, as additional documentation may be required by the DENR to further define the environmental impacts of specific subprojects.



LEGEND:
 DENR - Department of Environment and Natural Resources
 EIS - Environmental Impact Statement
 ECC - Environmental Compliance Certificate

Figure 1 REVIEW OF PROJECT DESCRIPTION (PD) DOCUMENTS

Source: DENR Administrative Order No. 21 (1992)

3. Upon submission of the PD, the regional EIA unit shall review and evaluate the documents and determine the accuracy of the presented information and impact assessment, the applicability of mitigating measures, and social acceptability of the proposed project. If necessary, the Regional Technical Director (RTD) may request for additional information to supplement the submitted PD document. A part of the DENR evaluation process is an ocular inspection of the project site, which may be conducted by the regional EIA unit, with the assistance of the PENRO/CENRO.
4. Once all the pertinent project information has been validated, the RTD can recommend for the granting or denial of an ECC to the Regional Executive Director (RED). The regional office shall decide not more than two (2) months from the receipt of a PD whether it shall issue or deny the ECC to the concerned proponent.

What is an Environmental Compliance Certificate (ECC)?

An ECC is a conditional permit, issued by the DENR, to certify that the project under consideration will have an acceptable level of environmental impact and that the proponent has complied with the applicable requirements of the EIS System. The ECC is considered as a "conditional permit" due to stipulated requirements that the proponent must comply with during construction and/or operation of the project.

III. TYPICAL NEGATIVE ENVIRONMENTAL IMPACTS AND CONCERNS OF LGIF SUBPROJECTS

There are many possible forms of environmental impact, both positive and negative, which may occur during the construction and/or operation of a LGIF-assisted subproject. Table 2 provides a preliminary "screening" of the various types of negative impacts which were identified during a recent environmental study of the LGIF Project. This preliminary screening is very generalized and is intended to serve as an indication of the basic types of environmental concerns which should be considered by project proponents within their proposals and subsequent implementation phases.

Construction-related environmental impacts

Negative environmental impacts can result from any type of construction activity. With regard to the proposed LGIF subprojects, identified issues of particular concern include the siting of the facilities, the timing of construction, and adequate on-site management of the construction activities. Potential environmental impacts may include:

- an increase in soil erosion, which may result in sedimentation, increased turbidity of nearby waterbodies, and

eventual siltation of sensitive coastal resources (e.g. coral reefs) due to stormwater runoff, alteration of surface water drainage and/or improper disposal of spoils;

- induced localized pollution from the discharge of solid and liquid wastes (wastewater and solid waste from the labor force, miscellaneous construction and site clearing debris), construction chemicals (e.g. paints, cleaning solvents, soil poisons), and petroleum products (e.g. oils, fuels, lubricants, kerosene, grease);
- increase in noise and dust emission levels as a result of traffic congestion or disruption and type of equipment used;
- direct and indirect encroachment upon agricultural lands and forests;
- an increase in the depletion of "non-renewable" natural resources, such as tropical hardwoods;
- the relocation/dislocation of existing residences, business or livelihoods within densely populated urban sitings; and
- destruction of buried archaeological resources through indiscriminate excavations, including borrow sites.

Environmental impacts due to operations

While comparable subprojects were well engineered and constructed, seemingly endemic sanitation problems often reappear during the operation of these facilities due to an apparent lack of adequate maintenance (e.g. regular cleaning of drains and septic tanks) or complementing public services (e.g. adequate garbage collection). The principal environmental impacts associated with operation of these facilities may include:

- the legal creation of a point source of wastewater effluent wherever on-site treatment facilities are provided;
- increased generation of solid wastes, which is compounded by a common lack of appropriate disposal sites; and
- local flooding due to inadequate or clogged drainage of the sites.

IV. MITIGATION MEASURES

Table 2 also includes a general list of recommended mitigation measures which can reduce or possibly eliminate unnecessary environmental impact. The most important, and economical, mitigation measures available to the project proponent is a proper

Table 2 Preliminary Environmental Screening of LGIF Subprojects
Potential Negative Impacts and Recommended

Potential Negative Impacts	Public Markets	Roads	Slaughterhouses	School Buildings	Primary Variables	Recommended Mitigation Measures
increased soil erosion due to soil disturbance and poor material handling practices	minimal impact due to typical urban siting with low slope and high level of existing development	variable level of impact subject to local soil conditions, slopes, and weather	minimal impact due to siting within commercial districts, in low slope locations for treatment ponds	generally low impact due to siting within existing school compounds	<ul style="list-style-type: none"> - soil type - slope of site - material handling - weather 	<ul style="list-style-type: none"> - limit construction during rainy season - provide for silt containment and slope stabilization - institute basic orientation trainings for resident engineers
contamination of local groundwater resources	potential impact due to specified soil poisoning treatment and generated effluents	minimal impact due to improper discharge of petroleum-based wastes from heavy equipment (if used)	potential impact due to specified soil poisoning treatment and generated effluents	potential impact due to specified soil poisoning treatment and generated effluents	<ul style="list-style-type: none"> - local water table - soil type - use of chlordane - waste storage and treatment 	<ul style="list-style-type: none"> - investigate substitutes for chlordane or reduce application rates - provide adequate workcamp sanitation facilities - provide adequate on-site treatment of liquid wastes
displacement of prime agricultural lands	very unlikely due to typical urban siting	potential impact for new road alignments	minimal impact due to typical siting and size	very unlikely due to siting within existing school compounds	<ul style="list-style-type: none"> - siting - alignment of new roads 	<ul style="list-style-type: none"> - assess impact within feasibility study
contribute to depletion of non-renewable/scarc natural resources	minimal impact due to specified materials. Low lumber requirement. Low energy design	minimal impact due to specified materials	minimal impact due to specified materials. Low lumber requirement. Moderate to high energy requirements	minimal impact due to specified materials. Moderate lumber requirement. Low energy design	<ul style="list-style-type: none"> - pending lumber shortage - recurrent energy shortage 	<ul style="list-style-type: none"> - continue to substitute lumber requirements in standard designs - encourage use of reusable forms for concrete work - continue low energy demand orientation of standard designs - require certification that all lumber supplies are legally sourced - integrate anaerobic digesters with slaughterhouses to provide primary source of energy (bio gas)
depletion of local water resources	moderate impact, with water demand, estimated to range from 10 to 30 m ³ per day per 415 m ² module	minimal impact during construction of concrete roads	moderate impact, with water demand variable, corresponding to size of operation	minimal impact, water, use limited to sanitation facilities	<ul style="list-style-type: none"> - recurrent water shortages - high demand on intra-community water supplies. 	<ul style="list-style-type: none"> - evaluate use of low water flow fixtures, including "pour-type" toilets rather than standard "flush-type" - assess community water resources, including site groundwater, in feasibility studies - incorporate rain catchment cisterns within site development
degrade ambient air quality	minimal impact during construction due to typically labor-based construction practices	minimal impact due to dust generated by construction traffic. Typically labor-based construction practices are utilized.	minimal impact during construction due to relatively remote siting, within commercial districts	minimal impact during construction due to labor-based construction practices	<ul style="list-style-type: none"> - dust and noise generation - construction traffic - open burning of construction and workcamp wastes 	<ul style="list-style-type: none"> - integrate dust control measures, such as watering of access roads and construction site - restrict construction activities to normal working hours - evaluate local alternatives to open burning of construction and workcamp solid wastes

Table 2 Preliminary Environmental Screening of LGIF Subprojects
Potential Negative Impacts and Recommended

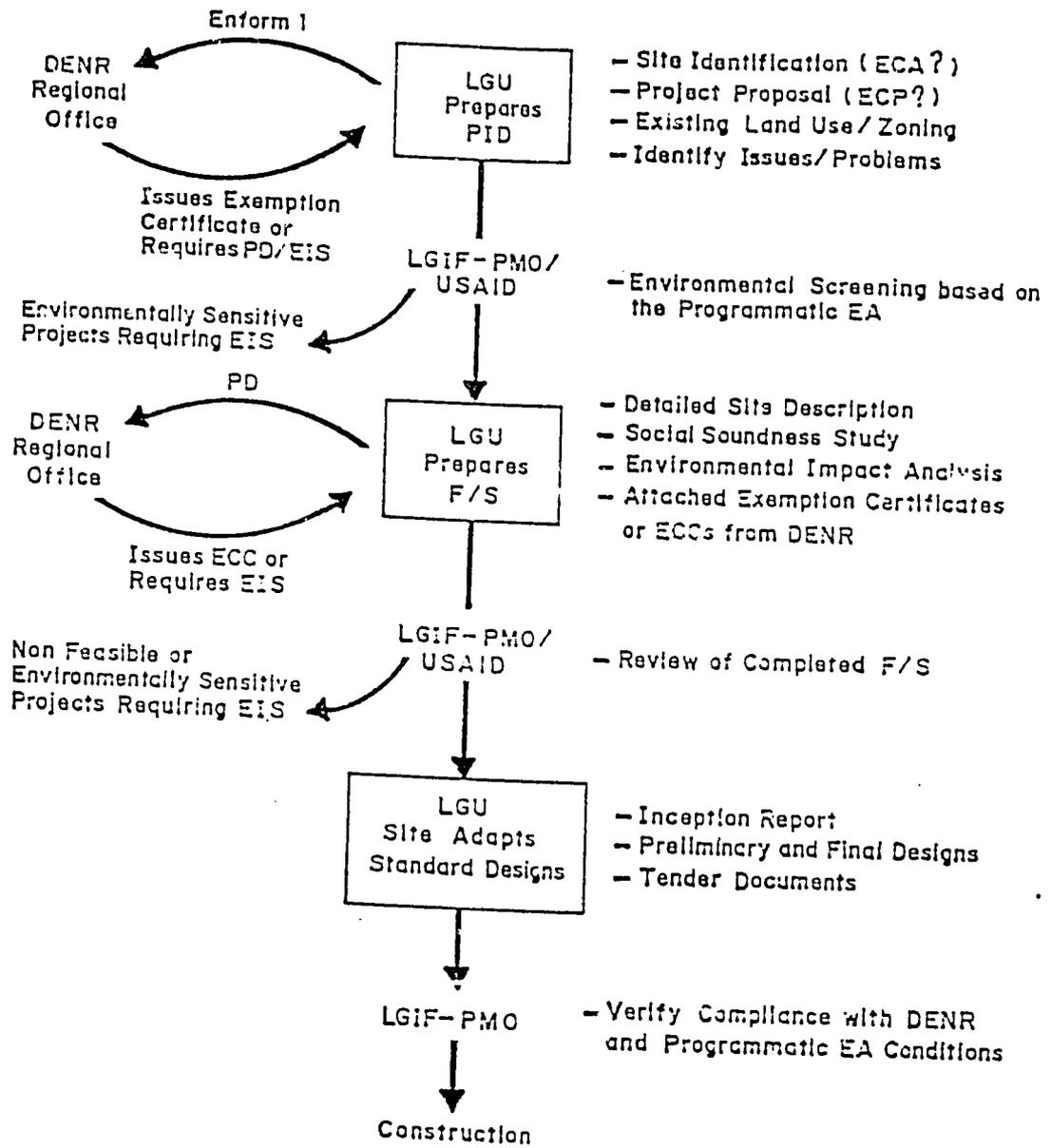
Potential Negative Impacts	Public Markets	Roads	Slaughterhouses	School Buildings	Primary Variables	Recommended Mitigation Measures
dislocation/relocation of existing occupants or livelihoods	potentially high impact during construction of replacement facilities as well as new facilities within congested downtown areas	minimal to moderate impact depending on proposed alignment and status of existing road right-of-way	minimal to moderate impact depending on siting	very unlikely due to siting within designated school compounds	<ul style="list-style-type: none"> - siting - proposed alignment - social acceptance - compensation or temporary accommodations 	<ul style="list-style-type: none"> - fully assess dislocation/relocation impact in initial Project Identification Document (PID) as well as subsequent feasibility studies - conduct local public hearings and require letters of support from affected groups, including NGOs - require detailed description of compensation/relocation schemes with feasibility studies
dislocation of tribal/cultural communities	very unlikely due to anticipated urban sitings	potential impact with new alignments though unlikely due to scale of projects	unlikely impact due to anticipated intra-community siting	very unlikely due to siting within designated school compounds	<ul style="list-style-type: none"> - siting - new alignment - community acceptance 	<ul style="list-style-type: none"> - same as above
disruption/destruction of archaeological resources	potentially high impact subject to siting and excavation requirements	potential impact with new alignments and for borrow sites.	potentially high impact subject to siting and excavation requirements	potentially high impact subject to siting and excavation requirements	<ul style="list-style-type: none"> - siting - new alignments - borrow sites and excavations 	<ul style="list-style-type: none"> - pre-assess proposed sites and activities involving significant excavation for archaeological potentials utilizing local institutions and interviews - provide copies of site reports to the National Museum, including profile summary of soil tests - finalize funding procedures for economically feasible yet archaeologically sensitive sites and subprojects - institute basic training for resident engineers to enable monitoring of construction
increased generation of solid wastes	potentially high impact if demolition of existing structures is involved. Minimal to moderate impact during operations including the need to dispose of sludge collected in proposed toilet facilities	minimal impact for improvement of existing alignments. Potential impact for new alignments requiring grubbing and export of unsuitable material. Potential impact due to workcamp wastes	potentially high impact if demolition of existing structures is required. Previously discharged wastes will be contained in treatment facilities, including sludge	potentially high impact if demolition of existing structures is required. Sludge collected in new toilet facilities will require periodic disposal	<ul style="list-style-type: none"> - disposal sites for demolition and workcamp wastes - disposal sites for unsuitable materials from new road alignments - disposal of sludge from septic tanks 	<ul style="list-style-type: none"> - require that all disposal sites and processes will be identified prior to initiating construction - assess subproject specific impacts within feasibility studies - include within construction documents clean up procedures for all temporary workcamps and construction sites
increased generation of liquid wastes	minimal impact due to on-site containment and primary treatment of effluents	minimal impacts limited to workcamp and equipment discharges	minimal impact due to on-site containment, primary/secondary treatment of effluent	minimal impact due to on-site containment and primary treatment of effluents	<ul style="list-style-type: none"> - effluent volumes and pollution (BOD) loads - receiving waterbody 	<ul style="list-style-type: none"> - same as above - evaluate design modifications to incorporate subsurface wastewater infiltration systems (SWIS's), to include site assessment of potential impacts to local groundwater resources.

planning approach, to initially assess each proposal and to avoid potential environmental problems. A basic approach to the environmentally sound and sustainable development of small scale infrastructure should include:

- o an initial site assessment of potential environmental impact and social acceptability, including the cumulative effects of implementing multiple subprojects within a single area;
- o a careful consideration of site selection criteria, including existing site drainage and access, cultural sensitivities, and appropriate land use planning;
- o a clearance from responsible regulatory agencies (e.g. HLURB, DENR, NMIC, DECS) of standard designs, site adaptations and subproject locations;
- o incorporating within the standard subproject designs and contract documents adequate and effective safeguards to mitigate environmental problems, particularly the scheduling of construction activities according to local climate;
- o a budgeted provision for impact mitigation measures, including the relocation, and/or compensation of existing residents, businesses or livelihoods displaced by project implementation; and
- o the integral development of an operational plan for the completed facilities to ensure that environmental damage does not occur as a result of day-to-day activities.

V. Relevant Environmental Information Available in LGIF Subproject Study Requirements

A number of standard documents may be required for the different types of subprojects assisted under the LGIF Project. These documents, and the studies that they represent, can serve as an important source of the environmental information required by DENR to evaluate a proposed project. More importantly, this environmental information and the progressive assessment of potential environmental impacts and concerns should serve to guide the project proponent in their proposal and through the subsequent planning, design and implementation stages. A basic intention of the environmental review process, as embodied in the EIS System, is to identify potential problems in the conceptual stage of a proposal, to improve the environmental soundness and sustainability of the completed project. A recommended process of environmental reviews in relation to the standard documents and stages of the LGIF Project is presented in Figure 2.



LEGEND:

- DENR - Department of Environment and Natural Resources
- EA - Environmental Assessment
- ECA - Environmentally Critical Area
- ECC - Environmental Compliance Certificate
- ECP - Environmentally Critical Project
- EIS - Environmental Impact Statement

- F/S - Feasibility Studies
- LGIF - Local Government Infrastructure Fund
- LGU - Local Government Unit
- PD - Project Description
- PMO - Project Management Office
- USAID - United States Agency for International Development

Figure 2 RECOMMENDED ENVIRONMENTAL REVIEWS IN THE LGIF IMPLEMENTATION PROCESS

o Project Identification Document (PID)

A PID is a standard document which provides an initial description of the proposed subproject and includes a list of information to be completed by the project proponent. The PID generally includes a description of the proposed site or alignment of the proposed subproject. The identified location may at this stage be screened for environmental sensitivity: is it located on/in any of the defined environmentally critical areas (ECAs)? To determine the viability of the proposed location of a project, there should be a locational clearance, or certificate of zoning compliance, from the HLURB. The application form and requirements are found in Appendix F. In addition to available locational or vicinity maps, it is recommended that photographs of the proposed project site should be included in the PID.

The PID, along with DENR Enform 1 (Appendix B), should be submitted to the DENR regional office, which will evaluate the proposal and either issue an exemption certificate, request additional information, or require that a PD or an EIS be prepared for the proposed project. The PID, with the attached findings of the DENR initial evaluation, shall then be submitted to the LGIF-PMO who will also screen the proposed subprojects, based on the provided information.

o Feasibility Study (FS)

A feasibility study generally provides the basic analysis of a proposed subproject's viability in terms of conceptual costs and benefits, and often includes an initial evaluation of environmental and social acceptability. Of considerable environmental importance is the detailed site inspection which the proponent LGU should undertake during the FS. This generally includes a reconnaissance survey and study of the influence areas.

Another important component of the FS is the social soundness study. Social soundness should include endorsements from various groups, such as the Local Development Council, concerned non-government organizations (NGOs), community organizations, church groups, and/or public market cooperatives. This can often be achieved by conducting a public hearing to determine the level of social acceptability of the proposed project.

A public hearing generally refers to the activity undertaken by the LGU to discuss in an open forum all project-related issues, concerns and apprehensions while providing the LGU with the opportunity to present the proposed project and possible alternatives to the individuals/groups who might be adversely affected. For example, a common social issue is the possible need to relocate or resettle affected families and/or livelihoods from the proposed project site or alignment right-of-way. This can be addressed through the implementation of an appropriate and mutually agreed upon relocation process. A certificate of public support can often be arrived at after conducting a public hearing and may take the form of a municipal resolution.

Appendix D shows the annotated project description (PD) outline which may be applicable to some of the activities assisted under the LGIF Project. The FS report should include copies of results of any surveys, soil and subsoil investigations, as well as the attached exemption certificates or ECCs from DENR.

o Inception Report

Subproject proposals approved by the LGIF-PMO will be given the Notice to Proceed with the final design study, which usually includes the preparation of an inception report. When necessary, the LGU may contract the services of a construction management and engineering services (CMES) firm to site adapt the standard designs of the proposed projects and serve as the LGU's consultant.

An inception report describes the suitability of site adapting the standard plans, based on a series of technical investigations (topographic surveys, soil investigations). Following the inception report, the preliminary and final engineering designs, contract tender documents, and technical specifications can be prepared. The typical components of the inception report include:

- investigate the suitability of the proposed site,
- insure that the property is without legal obstructions,
- investigate the availability of utilities,
- perform topographic surveys and other soil investigations,
- gather and correlate data/information for designing, specifying materials and cost estimate as required, and
- conduct all other related services to prepare the complete detailed design of the subproject.

It is recommended that copies of site photographs and soil profiles obtained from any performed test pits and auger borings should be included in the inception report, to enable the National Museum to evaluate the archaeological potentials of the proposed sites.

Why are archaeological resources important?

A nation's archaeological resources are unique, non-renewable, and serve as an important cultural and educational link to the past. For this reason, their protection and preservation is embodied in the Philippine Constitution, which mandates the government to adequately protect and manage these important cultural resources. A recent National Museum manual (Appendix E) outlines a recommended archaeological impact assessment and review process:

- o Overview - intended to identify and assess archaeological resource potential or sensitivity within a proposed development area;
- o Inventory - involves a program of in-field identification and recording of archaeological resources within a proposed development area;

- o Impact Assessment - only required where potential conflicts have been identified between archaeological resources and a proposed development;
- o Mitigation/Compensation - only undertaken in situations where unavoidable conflicts between archaeological resources and a proposed development are identified; and
- o Surveillance/Monitoring - generally necessary when impact assessment studies have recommended the implementation of resource management measures designed to protect archaeological resources during project construction.

These review procedures recommend an examination of the proponents' initial development proposal to determine whether further involvement in the archaeological assessment process is required.

VI. ORIENTATION FOR LGU PROJECT/RESIDENT ENGINEERS

The critical, day-to-day monitoring of construction activities is provided by the project/resident engineer, who represents the proponent LGU as either a staff member (e.g. city engineer), or as consultant of the CMES firm. The LGU project/resident engineer must be made aware of the environmental conditions and the mitigation measures cited in the DENR exemption certificate, or ECC, issued for the subproject, as well as the monitoring activities to be conducted during construction. These monitoring activities should include:

- inspect construction and ascertain that the construction conforms with the plans and technical specifications;
- inspect all contractor's installations, housing, shops, warehouses, and equipment to ensure compliance with the terms of the construction contract, including safety and environmental considerations;
- furnish assistance to the construction contractor in interpreting the plans of contract documents;
- observe and report on any adverse implications and effects of construction on the natural environment and instruct the contractor to rectify them;
- inspect all safety aspects of the construction and report any deficiency to the LGU;
- when appropriate under the terms of the contract, instruct the contractor, through the LGU, to suspend the construction work; and
- when construction is approximately 95% complete, perform a pre-final inspection and inform the contractor items needing correction or rectification prior the 100% completion.

The project/resident engineer should also be aware of the rules and regulations pertaining to the possible discovery of archaeological materials during excavation and earthworks, such as those described in the National Museum Archaeological Resource Management Manual (Appendix E).

APPENDIX A

LIST OF EXEMPTIBLE PROJECTS TO EIA REQUIREMENT

LIST OF EXEMPTIBLE PROJECTS TO EIA REQUIREMENT

I. Introduction

One of the limitations of P.D. 1586 (EIS System) is that many projects with no or minimal significant impacts are required to undergo the EIA process due to their being located in environmental critical area. While to a certain extent, subjecting these non-environmentally critical projects to EIA could be environmentally beneficial, common sense and practicality dictates otherwise. With inadequate resources at the DENR to implement EIA, it becomes necessary to focus available resources to environmentally critical projects, i.e., those projects whose impacts are more significant or are of higher magnitude.

The main purpose of this list is to screen those projects that need not undertake EIA. This would guide DENR Regional Offices in the performance of their EIA functions as mandated by DENR Administrative Order No. 21: Amending the Revised Rules and Regulations Implementing P.D. 1586 (EIS System), as well as other entities involved in EIA, especially the Project Proponents.

The list is definitely incomplete. The items we have listed here are only those we have thought of and those which we have identified from our records. DENR personnel who will undertake the review and evaluation of projects seeking Environmental Compliance Certificates (ECC) are, therefore, advised to use their knowledge and skills, discretion and reasoning in the screening of projects not listed here.

II. List of Exemptible Projects by Industry

A. Agro-Base

1. Rice Mills
2. Corn Mills
3. Backyard Animal Farms, including:
 - a. Poultry - Up to 1,000 heads
 - b. Piggery - Up to 20 heads/sows
 - c. Cattle Fattening/Breeding/Dairy - Up to 100 heads
 - d. Goat raising
4. Crop Plantations whose lands have already been developed or converted to agricultural purposes, including:
 - a. Sugar cane
 - b. Pineapple
 - c. Banana
 - d. Abaca
 - e. Citrus

5. Flowers/Ornamentals Production and Sale, including Landscaping
 6. Purchase/Sale/Importation of Farm Implements including:
 - a. Tractors
 - b. Haulers
 - c. Sprayers
 - d. Threshers
 - e. Dryers
 - f. Shellers
 - g. Irrigation Pumps
 - h. Work Animals
 - i. Graders/Sorters
 7. Storage/Post harvest Facilities
 8. Refrigeration and Cold Storage Facilities
- B. Fishery
1. Deep sea fishing
 2. Purchase/Sale/Importation of Fishing Vessels and Fishing Gears and Equipment
- C. Mining
- Exploration activities involving diamond drilling, trenching, test pitting; except geothermal and oil exploration.
- D. Forestry
1. Integrated Social Forestry Projects which are community-based agro-forestry projects designed to maximize upland productivity, enhance ecological stability and improve the socio-economic conditions of forest occupants and communities dependent on the forests for livelihood.
 2. Watershed Rehabilitation Projects involving the implementation of soil erosion control measures through vegetative (bench, brush, fascine, etc.) and/or engineering (check dams, rip-raps, gabions) means.
- E. Infrastructure
1. Repair, routine maintenance and/or replacement of existing public service facilities necessary to maintain service, including the following:

- a. Roads and Bridges
- b. Water Supply and Sewerage Systems
- c. Dikes, Breakwaters
- d. Flood Control and Drainage Spillways
- e. Seawalls, Riverwalls, Navigational Aids
- f. Boat Launching or Mooring
- g. Piers and Pilings
- h. Improvement of Fish Landing Sites and Hatcheries

2. Construction Activities involving

- a. single/two story structures 200 sq. m. or less designed for 40 persons or less.
- b. repair, maintenance, replacement of existing facilities and accessory structures.

3. Construction, repair, replacement or maintenance of temporary or permanent, minor structures or facilities accessory to existing installations including the following: signs, fences, utility or equipment storage tanks, water sprinkling systems, parking lots, loading and unloading ramps, bus/jeepney or mini-bus shelters, guard houses, water tanks, curbs, gutters, sidewalks and driveways abutting existing streets, and interior or exterior remodelling or alteration of existing structures or facilities.

4. Routine maintenance and improvement works on existing dams, artificial lakes or reservoir facilities and accessory structures.

5. Ice Plants

6. Machine Shops/Foundries up to 1 ton capacity.

7. Small water impounding projects.

8. All level I (point source development) and level II (communal faucets) water supply facilities.

9. Construction of schools, churches, medical clinics facilities, sports and recreation facilities, public markets.

F. Transport

Purchase/Sale/Importation including repair and maintenance of passenger/transport/cargo/vessel, airplanes/helicopters, trains, trucks, buses/mini-buses, jeepneys.

- G. Garments manufacturing with no dyeing and only involving spinning, cutting and sewing.
- H. Cottage industries including:
 - 1. Stuffed toys manufacturing
 - 2. Handicrafts and giftware
 - 3. Rattan/Furniture manufacturing
- I. Service Sector
 - 1. Restaurants/Fastfoods
 - 2. Motels/Inns
 - 3. Vulcanizing Shops/Tire recapping
 - 4. Bakeries
 - 5. Gasoline Stations except LPG facilities.

Prepared by: Environmental Impact Assessment Group
Environmental Management Bureau
DENR
July 1992

APPENDIX B

DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES

ENFORM I

DEPARTMENT OF ENVIRONMENT
AND NATURAL RESOURCES

ENFORM I

PROPONENT : _____
LOCATION : _____
SHORT DESCRIPTION OF PROJECT: _____

1. Is your project in any of those areas that fall under the category of Environmentally Critical Projects which list appears as Annex A?

Yes No

2. Is your project in any of those areas within the Identified Environmentally Critical Areas which list appears as Annex B?

Yes No

I hereby certify that the above information are true to my knowledge and I shall be held liable if found to be untrue.

Date

PropONENT

Processing fee ₦ _____
Official Receipt #: _____

~~THIS PORTION IS TO BE FILLED UP BY APPROPRIATE DENR AUTHORITY~~

TO WHOM IT MAY CONCERN:

This is to certify that _____
is hereby exempted from PD 1586 and that, therefore, the proponent can proceed with the implementation of the proposed project, subject however, to the conditions attached to this certificate and other appropriate environmental rules and regulations required by both national and local authorities.

Given this _____ day of _____, 19____, at _____

(PLACE DENR
SEAL HERE)

BY AUTHORITY OF THE DENR SECRETARY

(Name & Designation)

APPENDIX C

ANNOTATED PROJECT DESCRIPTION OUTLINE

ANNOTATED PROJECT DESCRIPTION OUTLINE

The following form shall be filled up for projects to be located in any of the twelve (12) environmentally critical areas as identified under Presidential Proclamation no. 2146

1.0 NAME AND ADDRESS OF PROJECT/PROGRAM PROPONENT

State the name of the person/entity who/which plans to undertake the project. The address and telephone, fax and pager no. if applicable number of the above should also be included to facilitate communications between the DENR and all concerned.

2.0 TYPE AND PURPOSE OF THE PROJECT

State the category and type to which the project belongs. It is recommended that DTI Industrial classification be used. Describe briefly the goals and objectives of the project.

3.0 LOCATION AND AREA TO BE COVERED BY THE PROJECT

Indicate the exact location as well as the total area of the project site on a 1:10,000 scale topographic map and/or 1:10,000 cadastral survey plan. Attach appropriate clearances/references/proofs of application zoning certification form on other regulatory agencies concerned with land use planning e.g. HLRB, DZA etc.

4.0 PROJECT SCALE AND CYCLE

a. Discuss the project process. Include in this portion the projected extraction rate, milling rate, manufacturing rate, capacity and/or output of the project.

b. State the projected lifespan of the project in year and the estimated cost of the project in persons. Project cost should include cost of each of the following:

- | | |
|--------------------------|--------------------------|
| a. Workforce | e. Machineries/equipment |
| b. Maintenance/Operation | f. Supplies/Materials |
| c. Rehabilitation | g. Total Project Cost |
| d. Installation | |

For facility of the process describe present in a flowchart the plan of operation or process flow of the project. This portion should show the source of raw materials/construction materials on pertinent maps and how these materials are processed/utilized into their end products and by-products. The volume of the aforementioned materials should be stated in cubic meters and/or metric tons.

All activities that would be undertaken by the project proponent covering the entire project cycle (preconstruction, construction, operation, abandonment) should be discussed.

5.0 IDENTIFICATION ENVIRONMENTAL IMPACTS

Fill up the attached leopold matrix

6.0 ENVIRONMENTAL MANAGEMENT MEASURES

On the basis of the filled matrix, state the mitigating measures that will be undertaken by identified impacts that will minimize the adverse effects.

7.0 SIGNATURE OF PROJECT PROPONENT OR PERSONS PREPARING THE PROJECT DESCRIPTION

Attach a sworn statement of the persons who prepared the project description together with his/their corresponding signature, and signify therein that the information provided are factual and true. Any discovery of misrepresentation of information can be a basis for the rejection of the PD or non issuance of the ECC.

Notes:

All documents should be submitted in Five (5) copies. The original copy should be notarized.

This outline was prepared by Environmental Impact Assessment Section of Environmental Management Bureau (EMB), Department of Environment and Natural Resources (DENR) and is provided free to all applicants.

21.

Instruction

Answer the following questions by placing an "X" in the appropriate YES/NO space; consider activity, construction, operational, as well as Indirect Impacts.

Use the "explanations" Section to clarify points or add information

A. Natural-Biological Environment		Direct	Indirect	Short Term	Long Term	Reversible	Irreversible	Severe	Minor	Insufficient
1.	<p>Will the proposed activity affect any natural feature or water resource adjacent to or near the activity areas? YES ___ NO ___</p> <p>If YES, specify natural feature affected:</p> <p>a. Surface water hydrology</p> <p>b. Surface water quality</p> <p>c. Soil/erosion</p> <p>d. Geology</p> <p>e. Climate</p>									
2.	<p>Will the activity affect wildlife of fisheries? YES ___ NO ___</p> <p>If YES, specify vegetation and hectare(s) affected.</p> <p>a. Wildlife habitat</p> <p>b. Ecology of fisheries</p>									
3.	<p>Will the activity affect natural vegetation? YES ___ NO ___</p> <p>If YES, specify vegetation and hectare(s) affected.</p>									

NS

I. Open Space and Recreation

	Direct	Indirect	Short Term	Long Term	Reversible	Irreversible	Severe	Moderate	Insignificant
<p>1. Will the activity affect the condition, use of or access to any space and/or recreation areas?</p> <p>YES ___ NO ___</p>									
<p>2. Are any mitigation or enhancement measures foreseen to compensate for the above stated impacts?</p> <p>YES ___ NO ___</p> <p>Explain below.</p>									
<p>1. Will the activity create new opportunities for recreational experiences?</p> <p>YES ___ NO ___</p> <p>If YES, specify.</p> <p>a. Reservoir-related recreation</p>									

J. Historic Resources

<p>1. Will any site or structure of historic significance be affected? Yes ___ No ___</p>
<p>2. Will any known archaeological or palaeontological site be affected by the activity? Yes ___ No ___</p>

L. Economics and Environment

	Dist	Adm	Stat Term	Prog Term	Region	Inst	Other	Notes	Advised
<p>1. Will the proposed activity cause elimination or relocation of existing commercial and industrial enterprises? YES ___ NO ___</p>									
<p>2. Will the activity cause generation or reduction in employment? YES ___ NO ___</p>									
<p>3. Will the proposed activity affect property values and local tax revenues? YES ___ NO ___</p> <p>If YES, specify potential effects.</p> <p>a. Irrigation District</p>									
<p>4. Will the proposed activity affect local expenditures for infrastructural services (sewer, water, etc.)? YES ___ NO ___</p>									
<p>5. Will the proposed activity effect the local regional-economics? YES ___ NO ___</p> <p>Increase of the local revenues</p>									
<p>6. Will the activity cause an increase or decrease in seasonality of employment? YES ___ NO ___</p> <p>If YES, indicate which and state occupation and groups affected.</p> <p>a. Farmer-irrigation</p>									

25

M. Planning Coordination and Growth										
		Direct	Indirect	Short Term	Long Term	Reversible	Irreversible	Severe	Moderate	Insufficient
1.	<p>Will the activity require a variance from or result in a potential violation of any statute, ordinance, by-law, regulation, or prevent or minimize damage to the environment?</p> <p>YES ___ NO ___</p> <p>If YES, specify variance and/or statutes.</p>									
2.	<p>Will the activity stimulate additional local and regional land use development?</p> <p>YES ___ NO ___</p> <p>If YES, specify extent and scale(s).</p> <p>a. Land use-irrigation</p>									
3.	<p>Are there any other development planned which are or will be impacted by the proposed activity including those beyond the control of the submitting agency?</p> <p>YES ___ NO ___</p> <p>If YES, specify other development affected.</p>									

Source:

Application and Evaluation of EIA Methodologies Using A Small Dam/reservoir Case Study, presented to the Intercountry Workshop on Rapid Techniques for Environmental Assessment in Developing Countries, Asian Institute of Technology, Bangkok, 1-5 February 1982.

APPENDIX D

PROPOSED ANNOTATED
PROJECT DESCRIPTION OUTLINE

7

**PROPOSED ANNOTATED PROJECT
DESCRIPTION OUTLINE**
(Small Scale Public Infrastructure Projects)

Important: All information in this document shall serve as the basis of the Environmental Compliance Certificate (ECC) conditions.

1.0 NAME AND ADDRESS OF PROJECT PROPONENT

Name of Project Proponent _____
 Address _____
 Telephone Number _____ Fax Number _____
 Name of Contact Person _____

2.0 TYPE AND PURPOSE OF THE PROJECT

2.1 Title of the project _____

2.2 Address/location of project _____

2.3 Type of project

	Building Area (m ²)	Alignment Length/Width (m)
public market	: _____	: _____
slaughterhouse	: _____	: _____
school building	: _____	: _____
road, street, or bridge	: _____	: _____
other: (specify) _____	: _____	: _____

2.4 Is the proposed project considered as a replacement or an upgrade of an existing facility or alignment?

_____ Yes _____ No

2.5 Does the proposed project involve a new location or alignment?

_____ Yes _____ No

2.6 What is the estimated cost of the proposed project?
P _____

2.7 Please provide a brief narrative of the need for the project and the anticipated benefits to be realized as a result of the project's implementation.

3.0 LOCATION AND AREA TO BE COVERED BY THE PROJECT

3.1 Identify the existing land use of the project site/alignment

- _____ agricultural
- _____ residential, human settlement
- _____ commercial, industrial
- _____ underdeveloped (e.g. forest, brush/cogonal, wetland areas)

3.2 What is the official land use zoning of the project site/alignment

- _____ agricultural
- _____ residential, human settlement
- _____ commercial, industrial
- _____ other, please identify _____
- _____ no land use zoning currently exists for the area

3.3 Identify the general topography of the project site/alignment

- _____ level
- _____ gently sloping
- _____ steeply sloping
- _____ mountainous

3.4 What is the common soil type(s) of the project site/alignment

- _____ rocky
- _____ sandy
- _____ loam
- _____ clay

3.5 Identify the nearest waterbodies (swamps, rivers, lakes, coastal areas) and approximate distance(s) from the project site/alignment.

Name of waterbody : Approximate distance (m)

_____	:	_____
_____	:	_____
_____	:	_____
_____	:	_____

3.6 Attach the following to this Project Description:

3.6.1 A Vicinity Map indicating the location of the project site and showing existing land-uses and zoning classifications of the site and its surrounding. The vicinity map should cover a minimum 100 meter radius/distance from the project site/alignment. The Vicinity Map should also show the location of noise-sensitive facilities (e.g., hospitals, schools, churches, etc.).

3.6.2 A proposed Site Development Plan showing the project lot area boundaries and dimensions of proposed improvements within the project site. The proposed Site Development Plan should be drawn to scale and include colored photographs of the site or alignment.

3.6.3 The Locational Clearance (LC)/Certificate of Zoning Compliance (CZC)/Locational Viability (LV) from the Deputized Zoning Administrator (DZA) or from the regional office of the Housing and Land-use Regulatory Board (HLURB).

3.6.4 Endorsements from the Local Development Council and affected community organizations/individuals to indicate the level of social acceptability of the proposed project.

4.0 PROJECT CYCLE

Provide a schedule (such as a bar chart) indicating the type and time frame of proposed construction activities to be undertaken by the project proponent.

5.0 IDENTIFICATION OF ENVIRONMENTAL IMPACTS

Construction

5.1 Will soil excavation/earthworks be involved during the proposed project?

Yes No

If yes, what is the estimated volume of required soil excavation/earthworks of the proposed project?

less than 100 m³
 between 100 m³ and 1000 m³
 more than 1000 m³

5.2 Based on available information, including interviews with key informants (e.g., long-term residents, local officials, research institutions and museums), is the project site/alignment considered a potential archaeological and/or culturally sensitive area?

Yes No No information available

5.3 Will the proposed project involve the demolition of existing structures within and/or around the immediate vicinity of the project site/alignment?

Yes No

5.4 Will the construction of the proposed project involve any temporary dislocation of present occupants and/or livelihoods?

Yes No

If yes, state estimated number of dislocatees

residences
 total number of residents
 business establishments
 total number of employees

6.0 ENVIRONMENTAL MANAGEMENT MEASURES

Construction

6.1 Will spoils (excess soil materials and debris) be generated during construction?

Yes No Maybe

6.2 Will erosion control measures, silt containment and/or slope stabilization measures be included in the project?

Yes No Not applicable

6.3 Will a relocation and/or compensation program be provided potential dislocates affected during construction?

Yes No Not applicable

6.4 Will areas disturbed during construction, such as cut slopes and borrow sites, be rehabilitated?

Yes No Not applicable

Operations

6.5 Will a solid waste management program be provided to dispose of solid wastes generated during the project's operation?

Yes No Not applicable

6.6 Where will the generated wastewaters be discharged?

- into a local drainage system (canal, storm drains)
- directly into a nearby waterbody (river, lake, coast)
- into a septic tank
- into a wastewater treatment pond

6.7 Will a relocation and/or compensation program be provided to persons and/or livelihoods which will be permanently dislocated as a result of the project?

Yes No Not applicable

7.0 SIGNATURE OF PROJECT PROPONENT OR PERSON(S) PREPARING THE PROJECT DESCRIPTION

Attach a notarized statement of the person(s) who prepared the project description together with their corresponding signatures and qualifications, and signify therein that the information provided are factual and true. Any discovery of misrepresentation of information can be a basis for the rejection of the PD or nonissuance of the ECC.

Note: Submit four (4) copies of this document to the DENR.

APPENDIX E

APPLICATION REQUIREMENTS FOR
LOCATIONAL CLEARANCE/CERTIFICATE OF
ZONING COMPLIANCE

APPLICATION REQUIREMENTS FOR LOCATIONAL CLEARANCE/
CERTIFICATE OF ZONING COMPLIANCE

- I. Basic Requirements (two copies per documents)
 1. Duly accomplished and notarized APPLICATION FORM
 2. Any of the following requirements relative to RIGHT OVER LAND:
 - a. Photocopy of the Certificate of title, in case registered in the name of the applicant;
 - b. In the absence of any existing certificate of title in the name of the applicant, submit b.1) Certified true copy of the latest tax declaration and b.2) pro-forma affidavit (see attached form) to the effect that:
 - the applicant is the owner of the property subject of the applicant;
 - the reasons why the property is not yet titled;
 - that the property is situated within alienable and disposable lands and outside lands reserved for the public domain;
 - that the property is free from liens and encumbrances, or stating the liens and encumbrances of the property;
 - that the property is/is not tenanted (in case the property is planted to rice and corn).
 - c. In case the property is not registered in the name of the applicant, submit duly notarized deed of sale or deed of donation, or contract of lease or authorization to use land, whichever is applicable plus the photocopy of the owner's certificate of title or in the absence of title, the tax declaration and pro-forma affidavit as described in item b. hereof.
 3. VICINITY MAP showing the existing land uses within the prescribed radius from the lot boundary of the project site:
 - a. For project of local significance, the vicinity should cover a minimum of 100 meters radius, and the map used not be drawn to scale provided the relative distance of existing land uses to the project site lot boundaries are indicated;
 - b. For projects of national significance, the vicinity should cover a minimum of one (1) kilometer radius, and should be drawn to scale.

Note: Please refer to list of projects of national significance at the back hereof.
 4. SITE DEVELOPMENT PLAN showing the project site lot area boundaries and dimensions of proposed improvements within the project site; the plan need not be drawn to scale for projects of local significance.
 5. FILING AND LEGAL RESEARCH FEES - please refer to HLRE Schedule of Fees at the back hereof.
- II. Additional Requirements (two copies per documents)
 1. ALL PROJECTS to be situated in Tenanted Rice and/or Corn Lands:
 - Indorsement/Recommendation from the Ministry of Agrarian Reform for the conversion into other uses;
 2. For Manufacturing projects: DESCRIPTION OF INDUSTRY citing among others the following:
 - 2.1 Types and volume of raw materials used;
 - 2.2 Products manufactured or stored;
 - 2.3 Average production output/capacity per day/week/month
 - 2.4 Industrial wastes and plans for pollution control
 - 2.5 Description and flow of manufacturing processes.
 3. For applications filed by Authorized Representatives: SWORN SPECIAL POWER OF ATTORNEY for the representative to file/follow-up application, and claim decision to the application.
 4. Others additional requirements may be necessary for projects or areas governed by other HLRE Rules, guidelines or Standards for in such other cases requiring a more exhaustive evaluation.

Submit such other additional requirements only upon WRITTEN REQUEST as authorized by the Director of the Development Control Office and/or the commissioner-in-charge for Enforcement, in cases of applications filed at Central Office and at the offices of central-reporting Deputized Zoning Administrators; or by the Regional Field Offices and Offices of region-reporting Deputized Zoning Administrators.

LIST OF PROJECTS OF NATIONAL SIGNIFICANCE PER HLRB MEMORANDUM CIRCULAR 001-81

- | | |
|---|--|
| 1. Power generating plants | 7. Large-scale piggery (25 heads or more) |
| 2. Airports/seaports | Large-scale poultry (10,000 heads or more) |
| 3. Residential/commercial/farmlot/ industrial subdivision | 8. Mining and quarrying projects |
| 4. Memorial Parks/cemeterias | 9. Government Centers |
| 5. Pumping sites/incinerators | 10. Wood processing plants, e.g. sawmill |
| 6. Reclamation sites | 11. High intensity industries |

SCHEDULE OF FEES BY PROJECT TYPE PER COMMISSION ORDER NO. 01-84

- A. Residential structure single or detached other than apartments/ townhouse, dormitories and subdivision/condominium projects, the cost of which are
- | <u>COST</u> | <u>FEE</u> |
|---------------------------------|------------|
| 1. P15,000 but not over P50,000 | P20.00 |
| 2. 50,000 but not over 100,000 | 30.00 |
| 3. 100,000 but not over 500,000 | 50.00 |
- B. Apartments/Townhouse
- | | |
|-------------------------------|--------|
| 1. Below five(5) doors | 50.00 |
| 2. Five (5) to ten (10) doors | 75.00 |
| 3. Over ten (10) doors | 100.00 |
- C. Dormitories
- | | |
|-----------------------------|--------|
| 1. Ten (10) rooms and below | 50.00 |
| 2. Eleven to 20 rooms | 75.00 |
| 3. 21 to 50 rooms | 100.00 |
| 4. 51 rooms and over | 150.00 |
- D. Institutional based on the following project costs:
- | | |
|---|--------|
| 1. P15,000 - 100,000 | 150.00 |
| 2. Over 100,000 but not exceeding 200,000 | 200.00 |
| 3. Over 200,000 but not exceeding 300,000 | 250.00 |
| 4. Over 300,000 but not exceeding 500,000 | 300.00 |
| 5. Over 500,000 | 350.00 |
- E. Commercial, Industrial, agro-industrial establishments based on the following project cost:
- | | |
|--|-------|
| 1. P15,000 to 50,000 | 50.00 |
| 2. for every additional P50,000 project cost or a fraction thereof | 40.00 |
- F. Special Uses/Special Projects, except memorial parks based on the following project costs:
- | | |
|----------------------------------|--------|
| 1. P15,000 to 100,000 | 100.00 |
| 2. For every additional P100,000 | 50.00 |
- G. Repair/Renovation/Alteration Permits
- 50% of fees imposed computed at cost of repair/ renovation/alteration
- NOTE: LEGAL RESEARCH FEE amounting to one(1)% of the filing fee impose but in no case lower than ten pesos shall be collected in addition to the filing fee.

Application No. _____
Date of Receipt _____
PHO No./OR No. _____
Date Issued _____
Amount paid P _____

HOUSING AND LAND USE REGULATORY BOARD

(Office and Address)

APPLICATION FOR LOCATIONAL CLEARANCE/CERTIFICATE OF ZONING COMPLIANCE

1. NAME OF APPLICANT (Last, First, Middle) _____ 2. NAME OF CORPORATION _____

3. ADDRESS OF APPLICANT _____ 4. ADDRESS OF CORPORATION _____

5. NAME OF AUTHORIZED REPRESENTATIVE _____ 6. ADDRESS OF AUTHORIZED REPRESENTATIVE _____

7. PROJECT TYPE _____ 8. PROJECT NATURE
 New Development Others (specify) _____
 Improvement _____

9. PROJECT LOCATION _____ 10. PROJECT AREA (in square meters) _____
 (Number, Street, Barangay, City/Municipality, province) LOT: _____

11. RIGHT OVER LAND _____ 12. PROJECT TENURE _____
 Owner Other (specify) _____
 Lease _____
 Permanent _____
 Temporary (specify years) _____

13. EXISTING LAND USES OF PROJECT SITE: _____
 Residential Industrial Vacant/Idle _____
 Institutional Others Agricultural (specify crop) _____
 Commercial _____
 Tenanted Not tenanted _____

14. PROJECT COST/CAPITALIZATION (In pesos, write in words and figures) _____

15. IS THE PROJECT APPLIED FOR THE SUBJECT OF WRITTEN NOTICE(S) FROM THIS COMMISSION AND/OR ITS DEPUTIZED ZONING ADMINISTRATOR TO THE EFFECT REQUIRING FOR PRESENTATION OF LOCATIONAL CLEARANCE/CERTIFICATE OF ZONING COMPLIANCE (LC/CZC) OR TO APPLY FOR LC/CZC? Yes No
 If yes, Please answer the following:
 15.a) Name of HLURB Officer or Zoning Administrator who issued the notice(s) _____, 15.b) Date(s) of Notice(s) _____
 15.c) Order/request indicated in the notice(s) _____

16. IS THE PROJECT APPLIED FOR THE SUBJECT OF SIMILAR APPLICATION(S) WITH ORDER OFFICES OF THE COMMISSION AND/OR DEPUTIZED ZONING ADMINISTRATION? Yes No
 If yes, please answer the following:
 16.a) Other HLURB office(s) where similar application(s) was/were filed: _____
 16.b) Date(s) filed: _____
 16.c) Action(s) taken by office(s) mentioned in 16.a _____

17. PREFERRED MODE OR RELEASE OF DECISION:
 Pick-up By Mail, addressed to:
 Applicant Authorized Representative

18. SIGNATURE OF APPLICANT _____ 19. SIGNATURE OF AUTHORIZED REPRESENTATIVE _____
 (Republic of the Philippines) S.S.

SUBSCRIBED AND SWORN TO before me this _____ day of _____, 19 _____ in the _____ City/Municipality of _____, province of _____ affiant exhibited to me his/her Residence Certificate No. _____ issued at _____ 19 _____

Doc. No. _____
 Page No. _____
 Book No. _____
 Series of _____

NOTARY PUBLIC

APPENDIX F

NATIONAL MUSEUM ARCHAEOLOGICAL RESOURCE
MANAGEMENT MANUAL

NATIONAL MUSEUM ARCHAEOLOGICAL RESOURCE MANAGEMENT MANUAL NATIONAL MUSEUM, MANILA, PHILIPPINES

ARCHAEOLOGICAL RESOURCES

Archaeological resources consist of the physical remains of past human activity. These resources may be of regional, provincial, national or international significance. The scientific study of these remains, through the methods and techniques employed in the discipline of archaeology, is essential to the understanding and appreciation of prehistoric and historic cultural developments in the Philippines.

Some examples of archaeological resources include: a 500,000 year old kill site in Cagayan Valley, a 10th century habitation site in Butuan City and an 18th century shipwreck in the waters off Basilan Island.

INTRODUCTION

This MANUAL is an outline of the National Museum's Archaeological Impact Assessment Policy envisioned to apply principally to development projects which, by virtue of their scale, location, extent of impact, administrative or jurisdictional complexity, or other factors, are subject to the Philippines' Environmental Policy (P.D.1151).

An important characteristic envisioned for the Guidelines is their flexibility. They will not be intended to be used as a "cookbook" approach to all development projects. Although certain categories of information are needed for decision making, each archaeological study must be adapted to meet specific project characteristics and needs.

The extent of work, particularly in the preliminary stages of project planning, needs to be coordinated with the proponent's level of commitment to the project. Depending on the project, considerable flexibility can be expected in the staging of impact assessment and management studies, the level of detail at which these studies are undertaken, and the reporting requirements.

Archaeological assessment and review procedures are under continual evaluation, and may be modified or altered as the national government's overall environmental impact assessment and review process evolves.

LEGISLATION AND ADMINISTRATION

Republic Act 4846, as amended by P.D. 374, otherwise known as the "Cultural Properties Preservation and Protection Act" provides for the protection of archaeological resources of the Philippines. This legislation applies to archaeological sites whether they are located on public or private land. Underwater archaeological sites are, likewise, protected by the Act.

In accordance with the Act (Section 12) archaeological sites may not be explored, excavated or altered without the prior written authority from the Director of the National Museum. All explorations, excavations, or diggings on government and private property for archaeological and historical purposes shall be undertaken only by the National Museum, or any institution duly authorized by the Director of the National Museum.

"Site surveys" or "site investigations" are undertaken on land/seabed which may contain archaeological sites that are in danger of being damaged or destroyed. The purpose of a site survey is to assess the archaeological significance of land or other property. Site survey determines the presence of archaeological sites which warrant protection, or are already protected under the Act. A site investigation is undertaken in order to recover information which might otherwise be lost as a result of site alteration or destruction.

NATIONAL MUSEUM

Management of the country's archaeological resources is vested by law (R.A. 4846; P.D. 374) in the National Museum.

Archaeological sites are valuable national resources, as are mineral deposits, arable land, forests, and fish and wildlife. In addition to their scientific and public value, archaeological sites may also have economic value to the country's recreation and tourism industries. The protection of significant archaeological sites so that their intrinsic values may be realized is important. However, the use of land for this purpose must often be compared with other viable uses the land base is capable of supporting.

OBJECTIVES

The role of the National Museum is not to prohibit or impede land use and development, but rather to assist the development industry, the regional and provincial authorities, and municipalities in making decisions which will ensure rational land use and development.

When the benefit of a project are sufficient to outweigh the benefits of archaeological preservation, the National Museum's primary concern is to work with the proponent in determining how the project may be implemented with minimal archaeological resource loss and minimal effect on the development. Where the loss of significant archaeological values cannot be avoided, the role of the Museum is to ensure that appropriate compensatory measures are implemented.

The following objectives reflect archaeological resource management policy in the Philippines:

- to ensure that potential impacts on archaeological resources are assessed and managed through active participation in review and approval processes of environmental impact statement;
- to assist public and private sector management and development agencies in the design and implementation of effective integrated resource management plans;
- to manage archaeological resources through administration of the "Cultural Properties Preservation and Protection Act";
- to assist other resource Departments and non-governmental organizations in promoting the conservation, development and public appreciation of archaeological resources;

In managing archaeological resources, the National Museum endeavours to develop a cooperative relationship with project proponents.

ARCHAEOLOGICAL IMPACT ASSESSMENT AND REVIEW PROCESS

INTRODUCTION

Archaeological impact assessments are initiated in response to proposed development projects which will disturb or alter the landscape, thereby potentially endangering archaeological sites. Major development projects of this nature normally proceed through four general stages of project planning: pre-feasibility or prospectus; feasibility or preliminary planning and design; final design, licensing and approval; and project implementation and operation. At each stage in this general planning process, a particular type of archaeological investigation is undertaken to meet specific project objectives and needs.

The archaeological assessment process is comprised of two principal components: assessment and impact management. Assessment is primarily concerned with the location and evaluation of archaeological resources, and the assessment of impacts during the initial stages of project planning. Impact management follows directly from assessment and is primarily concerned with managing unavoidable adverse impacts as well as unanticipated impacts. It is important to recognize that the assessment and impact management stages are approached sequentially in association with specific levels of project planning. Moreover, each new stage in the process is highly dependent upon results and recommendations made in the preceding stage.

ROLES AND RESPONSIBILITIES

The main participants on the archaeological assessment process include:

- project proponents;
- EIA consultants;
- the National Museum (DECS)
- the Environmental Management Bureau (DENR).

Project Proponents and Consultants

Proponents are encouraged to consider archaeological concerns in their project planning and design from the outset.

This will minimize scheduling and budget difficulties at later stages. As participants in the archaeological assessment process, proponents are responsible for:

- complying with all orders and permits under the "Cultural Properties Preservation and Protection Act";
- implementing assessment and impact management studies; and
- reporting the results of these studies to the National Museum.

Archaeological assessment and management studies are conducted at all stages of project planning. The proponents should contract the services of a professional archaeologist/ archaeological consultant.

Qualified consultants should be concerned with designing research strategies, conducting archaeological impact assessment and management studies, and recommending courses of action. The responsibility for final decisions concerning the management of archaeological resources is vested with the National Museum.

NATIONAL MUSEUM

The National Museum exercises various responsibilities that include:

- establishing impact assessment and management guidelines, professional standards, and reporting requirements;
- preparation of exploration/excavation permits, clearances for projects pursuant to the "Cultural Properties Preservation and Protection Act";
- reviewing development proposals to determine the proponent's required level of involvement in the archaeological assessment process;
- providing guidance or direction to the proponent throughout the archaeological assessment process;
- monitoring field aspects of archaeological impact assessment and management studies for compliance with terms and conditions of RA 4846 and PD 374;
- reviewing reports and research proposals for relevance, completeness and objectivity; and

- establishing terms and conditions for project approval.

THE ENVIRONMENTAL MANAGEMENT BUREAU (DENR)

This office provides general direction and coordination of the country's overall environmental assessment and review process. This office works directly with the proponent and the National Museum to clarify requirements or provide general advice on assessment and review procedures at various stages in the approval process. They also coordinate review comments, advice or queries the Museum may have regarding a proponent's archaeological assessment and management studies.

Small-scale developments, such as residential subdivisions and oil and gas exploration, are often directly referred to the Museum by approving officers for agencies such as the Department of Public Works and Highways, the Bureau of Mines and Geo-Sciences and the Department of Energy.

REVIEW PROCEDURES

The Museum may conduct three or four formal reviews for major project developments. The first involves an examination of the proponent's initial development proposal or "prospectus" to determine whether further involvement in the archaeological assessment process is required. Therefore, the "prospectus" should include an archaeological overview. The second, third and fourth reviews, if necessary, are to evaluate the overview (where not covered in the prospectus), inventory, and impact assessment reports.

Archaeological assessment reports should be received by the Museum as early as possible in the project planning process. Early Museum review will provide maximum lead time for correcting report deficiencies and planning and implementing subsequent archaeological investigations, and will also minimize possible expense and delay to the proponent. Where report deficiencies are identified, the Museum may request that these be rectified immediately or, depending on the nature of the deficiency, in a following stage of the assessment process.

Unless the proponent demonstrates otherwise, final reports received by the National Museum are considered public information.

OVERVIEW

The archaeological overview report is intended to identify and assess archaeological resource potential or sensitivity within a proposed development area. Identification of options concerning the appropriate methodology and scope of work for inventory and/or impact assessment studies is also expected.

Overview studies should include:

- a background library and records search of archaeological and historical documents pertinent to the study area;
- a statement of archaeological resource potential and distribution in the study area;
- a judgmental assessment of anticipated impacts in light of proposed development plans; and
- identification of a "preferred" project alternative (where applicable), as well as recommendations for further archaeological impact assessment studies.

Overview studies are particularly important with respect to large-scale development projects such as hydro-electric dams, transmission lines, pipelines, open-pit mines, etc. More site-specific projects such as residential subdivisions, manufacturing plants, port facilities, etc., may effectively combine the overview with an inventory study.

INVENTORY

The inventory study involves a program of in-field identification and recording of archaeological resources within a proposed development area. The nature and scope of this type of study is defined primarily by the results of the overview. In the case of site-specific developments, direct implementation of an inventory study may preclude the need for an overview.

There are a number of different methodologies which may be utilized in conducting inventory studies. The proponent and/or his archaeological consultant must develop an appropriate study plan for the proposed inventory. The Museum will review and comment upon the proposed methodological approach prior to implementation.

IMPACT ASSESSMENT

Impact assessment studies are only required where potential conflicts have been identified between archaeological resources and a proposed development. These studies require a detailed description of the particular archaeological resource to be adversely affected, as well as an assessment of the nature and extent of the impacts expected. The purpose of the assessment is to provide recommendations as to the most appropriate manner in which the resource may be managed in light of the identified impacts.

Management options may include:

- alteration of proposed development plans to avoid resource impact;
- mitigative studies directed at retrieving resource values prior to impact; or
- compensation for the unavoidable loss of resource values.

There are a variety of procedures which may be useful in performing an impact assessment. The proponent and/or his archaeological consultant must develop an appropriate assessment proposal to be submitted to the Museum for review prior to implementation.

MITIGATION/COMPENSATION

Studies involving mitigation and/or compensation are only undertaken in situations where unavoidable conflicts between archaeological resources and a proposed development are identified. The nature and extent of these studies would have been determined in the impact assessment.

In the case of mitigative management, some form of systematic data recovery, analysis and interpretation of specific archaeological resources will be involved. The proponent and/or his archaeological consultant will be required to submit a detailed research proposal to the Museum prior to initiating these studies.

SURVEILLANCE/MONITORING

Surveillance and/or monitoring programs are generally necessary when impact assessment studies have recommended the implementation of resource management measures designed to protect archaeological resources during project construction. These programs are also implemented where archaeological resources are considered to have a high probability of occurring in a proposed development zone, but are not likely to be identified through an inventory study (e.g. deeply buried sites). Therefore, surveillance and monitoring are designed to ensure compliance with impact management requirements, as well as the implementation of emergency management measures should archaeological resources be unexpectedly uncovered during the course of the development process.