



EMB MEMORANDUM CIRCULAR

No. 2020 - 29

SUBJECT : GUIDELINES ON THE CONDUCT OF ONLINE TRAINING FOR POLLUTION CONTROL OFFICERS (PCOs) AND MANAGING HEADS

In line with the implementation of certain levels of community quarantine in selected regions and provinces of the Philippines and in view of the measures adopted to combat COVID-19 and prohibition of mass gatherings and pursuant to Section 13 (Training for PCOs and Requirements for Training Organizations/Institutions) of DENR Administrative Order (DAO) No. 2014-02 or the Revised Guidelines for Pollution Control Officer (PCO) Accreditation, the following provisional guidelines are herein adopted.

SECTION 1. BASIC POLICY

DAO No.2014-02 requires:

- a. Accreditation of PCOs of establishments that discharge solid, liquid, or gaseous wastes to the environment or whose activities, products, or services are actual and/or potential sources of land, water, or air pollution; and
- b. Only EMB-recognized training organizations/institutions shall provide trainings for PCO and Managing Heads.

SECTION 2. COVERAGE

This guideline covers all trainings related to accreditation of PCOs, which include:

- a. 40-hour Basic PCO Training
- b. 8-hour Environmental Management Training for Managing Heads

SECTION 3. CONDUCT OF ONLINE PCO TRAININGS

All EMB-recognized Training Organizations/Institutions with valid Certificate of Recognition may conduct trainings for PCO Accreditation through an online platform provided the following requirements are fulfilled:

- a. Training must involve real-time interaction between participants, trainers, resource speakers, and/or facilitators during lectures and workshop activities;
- b. Participants' attendance must be logged and recorded, and the same be documented;
- c. Number of participants per training must not exceed one hundred (100) to ensure efficient and effective learning is upheld;
- d. The online platform must have a chatroom feature to accommodate all questions to the speaker;
- e. Proof of the training conducted must be available such as, but not limited to, screen captures with time stamp;

- f. Personnel from EMB Central Office and/or Regional Office must be allowed to observe and monitor the training anytime during the virtual session. The training organization must provide web invite to EMB personnel at least two weeks before the conduct of each online PCO and Managing Head training; and
- g. Pre and post examinations must be administered during the online trainings.

In addition to the above requirements, the conduct of 40-hour PCO Training and 8-hour Managing Head Training shall be done in any combination of training hours as long as the total is forty (40) hours and eight (8) hours respectively, as indicated in the application of the training organization.

The previously approved EMB-prescribed modules (with resource persons indicated) submitted by the EMB-recognized Training Organization/Institution shall prevail.

The EMB-Recognized Training Organization/Institution shall inform the EMB as to what type of training it will conduct through email at recordsco@emb.gov.ph.

SECTION 4. PROHIBITIONS

The training organizations are prohibited to use computer-based training using downloadable materials and videos of lectures.

SECTION 5. EFFECTIVITY

This Memorandum Circular shall take effect immediately upon publication in any newspaper of general circulation and upon acknowledgement of receipt of a copy hereof by the Office of the National Administrative Registrar (ONAR), UP Law Center.

Issued this 15th day of July 2020.

 Digitally signed by EMB - CO
Date: 2020.07.15 09:55:45
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ENGR. WILLIAM P. CUÑADO
OIC-Director

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