Environment and Social Management Plan

Project Overview

In support to the Philippine Government's target of Total Household Electrification by the Year 2020, the European Union committed to provided €60 million fund for various electrification programs under the administration of World Bank and DOE as program owner. Included in the electrification programs is the PV Mainstreaming of Solar Home System with 40,500 target households for 2 years. SUKELCO being one of the Electric Cooperatives with low household electrification level became beneficiaries of the Program and granted with 2,500 units of Solar Home System Package for Window 1 and additional 5,900 units for Window 2.

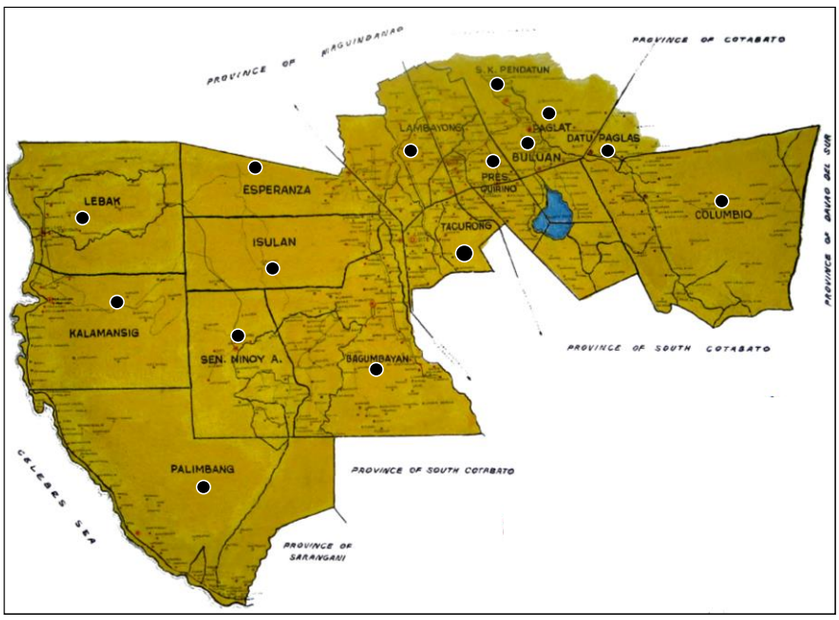
The PV Mainstreaming project will utilize the solar home system to provide electricity service to households that have no access to distribution system of SUKELCO especially those in far flung areas which are isolated and dispersed.

Communities in Brgy. Butril, Palimbang

Communities in Brgy. Molon, Palimbang

Communities in Brgy. Banali, Sen. Ninoy Aquino

The project shall be mainstreamed in the system of SUKELCO in terms of connection, billing, collection, operation and maintenance. Likewise, the beneficiaries will become member-consumer-owners of SUKELCO with the same rights and obligations as those connected in the distribution system of SUKELCO. Supply and installation of the SHS will be subsidized and shouldered by the EU grant and thereafter SUKELCO will own and maintain the SHS. SUKELCO will collect (Pay-As-You-Go system) service charges to recover the efficient costs of maintaining and replacement of defective components in accordance to the ERC regulated and approved SHS tariff. The 5,900 beneficiaries of this PV Mainstreaming project for Window 2will be spread throughout the province of Sultan Kudarat covering eight (8) municipalities namely, Esperanza, Isulan, Bagumbayan, Columbio, Sen. Ninoy Aquino, Palimbang, Kalamansig and Lebak.



Franchise Area of SUKELCO

Sultan Kudarat Province Profile

Sultan Kudarat has a land area of 5,298.34 square kilometers composed of mountainous and coastal areas. Its land classification has 248,288 has of alienable and disposable area and 265,242 has of public land.Land use are composedof forest land - 258,433 has, agricultural land - 229,909 has, non-agricultural land - 5,958 has, fishing ground - 12,421 has, lakes & other bodies of water - 5,237 has and fishponds - 1,572 has. Soil types that can be found are sandy loam, clay loam, loamy sand, silty clay loam and miscellaneous land (hydrosol, peat soil, river wash, soil undifferentiated, mountain soil, rivers and lakes).

Geographical Location of Sultan Kudarat Province in Region XII

Mineral resources are abundant in the province making it one of the potentials for investments in Southern Mindanao. Metallic minerals are found mostly in the mountainous areas of Isulan, Bagumbayan, Sen. Ninoy Aquino, Palimbang and Columbio. These minerals are copper, gold, chromium, zinc and silver. Bureau of Mines and Geology explorations proved that there are sizeable amount of copper deposits in Bagumbayan and Palimbang. Non-metallic minerals found in the province include clay, sulfur, limestone, phosphate, sand and gravel, marbleized stone. The province has also guano deposits in several caves in the mountainous areas of Bagumbayan, Columbio, Sen. Ninoy Aquino, Kalimansig, Lebak and Esperanza.Below are the identified watersheds in Sultan Kudarat province:

Name of Watershed	**Location**	**Area (has)**
Kabulnan Watershed	Bagumbayan& Sen. Ninoy Aquino	116,451.83
Allah Valley Watershed	Bagumbayan, Isulan& Esperanza	2,260.00
Alip-Dalol River Watershed	Columbio	29,000.00
Hinalaan-Limulan Watershed	Kalamansig	9,591.82
Sangay-Paril Watershed	Kalamansig	5,686.66
Sebayor-Basiawan Watershed	Kalamansig	5,700.34
Salaman Watershed	Lebak	8,176.00
Lumotan Watershed	Kalamansig	5,138.54
Tran-Masla Watershed	Lebak	7,677.14
Barurao Watershed	Lebak	6,817.62
Tran-Sucong Watershed	Lebak	8,518.65
Palimbang River Watershed	Palimbang	5,000.00
TOTAL		**210,018.60**

Environment and Social Management & Monitoring Plan
(SUKELCO PV Mainstreaming Program - Window 2)

Project Phase	Project Activity	Potential Environmental and Social Impacts	Proposed Mitigation/ Enhancement Measures	Institutional Responsibilities		Accomplishments For the period _____ to _____		
				Implement	Supervise	Specific Measures Implemented	Date/ Period Implemented	Proof of Compliance/ Implementation
Pre-Installation Stage	Household Profiling, Marketing, and Sign-ups, Stakeholder Engagement	Risk of exposure of EC's personnel and the communities to Covid 19 virus and sources of communicable diseases	• Strictly follow DOH minimum health protocols when face to face interaction is inevitable	EC-SBU[1], Enumerators[2]	EC, PMO			

[1]EC-SBU refers to Solar Business Unit manned by organic personnel of the EC
[2]Enumerators are individuals hired for the household profiling activities

Installation Stage	Delivery, Releasing, and Installation of Solar Home System packages	1) Potential noise disturbance to dweller in the immediate vicinity	• Installation shall be done during daytime only • Advice homeowner to keep away from work area during installation. • Inform neighboring dwellers about the SHS installation activities. • Limit the installation period for two (2) hours per household, if possible.	CBEs[3] CBEs CBEs CBEs	EC-SBU, PMO EC-SBU, PMO EC-SBU, PMO EC-SBU, PMO			
		2) Possible impacts to IPs' culture and traditions	• Prepare and implement an IP Plan • Orient the CBEs on the proper way of dealing with the IPs	EC-SBU	EC, PMO			
		3) Health and safety hazards to workers and the community	• Ensure that workers are provided orientation on health and safety. • SUKELCO to strictly implement the **Covid-19 Measures During Project Implementation (Annex "F")**	EC-SBU EC-SBU, CBEs	EC, PMO EC, PMO			

[3] CBEs are individual Community Based Electricians hired by SUKELCO for installation activities

			• Ensure personal protective equipment for all workers are available and utilized properly	EC-SBU	EC, PMO			
			• SUKELCO shall ensure that their workers are trained and competent to perform the installation	EC-SBU	EC, PMO			
			• Ensure that tools and equipment are available and in good working condition (e.g. ladder, hammer, electrical tools)	EC-SBU	EC, PMO			
		4) Generation of solid wastes	• Donate the packaging materials (carton, polyurethane foam, plastic) to the household owners for re-use. Advise them on the proper disposal of these materials and about the fire hazards of the polyurethane foam.	EC-SBU	EC, PMO			
		5) Conflict among workers and/or between workers and communities due to cultural differences,	• Hire local personnel, if possible	EC-SBU	EC, PMO			
			• Implement **Code of Conduct (Annex "A")** for PVM Window 2 workers	EC-SBU	EC, PMO			

		improper behaviour, harassment and discrimination	• SUKELCO shall orient its personnel on the Code of Conduct to avoid conflicts • SUKELCO has a **Grievance Redress Mechanism (Annex "D")** to address complaints/concerns.	EC-SBU EC-SBU	EC, PMO EC, PMO			
Operation Stage	Maintenance of Defective Component	1) Soil and Water contamination due to Hazardous SHS components	• During installation, household beneficiaries will be oriented/given instructions on the proper handling of used batteries during SHS installation. • Defective or broken solar modules and/or battery shall be collected, stored, and recycled or disposed of according to DENR regulation. SUKELCO's **Hazardous Waste Management Plan (Annex "B")** for the used/waste batteries/ materials from the PVM project. • SUKELCO has **Hazardous Waste Storage Facility (Annex "B-1")** located at SUKELCO Headquarter,	EC-SBU, CBEs SHS supplier to dispose of defective equipment covered by manufacturer 's warranty. SUKELCO to dispose of used batteries and defective equipment through HMR	DENR-EMB			

			Tacurong City, with floor area of 22 m2, exclusive for used batteries/defective equipment from the PVM • SUKELCO has existing **Hazardous Waste Generators Registration Certificate with DENR-EMB (Annex "C")** required in the disposal of Haz Wastes	Envirocycle, Phils., Inc., a DENR Accredited TSD (TR-4A-34-0012) & Transporter (TR-4A-34-0030) for Waste Electrical and Electronic Equipment				
		2) Spread of communicable diseases; exposure of EC personnel and the community to health hazards	• Follow DOH health protocols including those for Covid 19 • Proper disposal of wastes including used PPEs (face masks, etc.)	EC-SBU EC-SBU				
		3) Occupational safety and health hazards	• Personnel to comply with safety rules and standards	EC-SBU				
		4) Interruption of beneficiary's access to electricity due to defective SHS	• Respond promptly to beneficiaries'/vending agents' requests for repair/maintenance of SHS/vending machines	EC-SBU				

			• SUKELCO has a **Grievance Redress Mechanism (Annex "D")** to address complaints/ concerns.	EC-SBU				
Decommissioning/ Abandonment Stage	Pull-out and Retrieval of PV modules	Soil and/or groundwater pollution due to decommissioning of PV modules	• Preparation of Decommissioning Plan by the Contractor, including proposed disposal methods, recycling opportunities and collection of used PV modules • Proper implementation of decommissioning plan	EC, Decommisioning Contractor				

The implementation and monitoring of this ESMP shall be carried out by the head of the Solar Business Unit, MR. JIMMY FEGARIDO who is also the Pollution Control Officer (PCO) for this program. As proof of competent, attached is the **Certificate of Accreditation as PCO (Annex "E")** issued by the DENR-EMB Region XII.

Prepared by:

JOEMAR G. SEVILLANO, PEE
Corplan Manager

Approved by:

CLAUDIA A. PONDALES, CPA
General Manager

Environmental Code of Practice
Environmental Safeguards Guidelines for Small Civil Works
ASEP – PV Mainstreaming Window 2

Checklist-1: Construction Site Checklist

General Information				
Name of Project	*SUKELCO PVM Window 2*			
Name of engineer/ technical officer	*Joemar G. Sevillano, PEE*			
Date of Site Study Completed	*02 March 2021*			
Information Source	*Actual Inspection*			
Proposed Output	*Subproject construction*			
Environmental Issues	Yes	No	Unknown	Remark/Recommended Action
Adequacy of space for construction		√		*The SHS will occupy minimal space*
Adequacy of access to the construction		√		*Target households are accessible*
Adequacy of space to build		√		*Installation activities require minimal space*
Any impact on areas adjacent to the site	√			*Only possible minor disturbance due to noise during installation. Installation shall be done during daytime only. Inform neighboring dwellers about the activities.*
Potential interruption or limitation of access to dwelling or business on the site		√		*Project is limited only to recipient's premises, no other dwelling or business will be affected on site*
Potential impact to high cultural value on the site or within the immediate vicinity	√			*The project will be implemented within IP communities, thus, there may be potential impacts to their culture and traditions if preventive/mitigating measures are done. IP Plan to be prepared and implemented.*
Potential deterioration of air and water quality and noise in the immediate vicinity.	√			*Only noise during installation. Installation shall be done during daytime only. Advice homeowner to keep away from work area during installation. Limit the Installation period for two hours per household, if possible.*
Interruption or limitation of access to sidewalks, power and telephone lines, water and sewerage, sanitation system, and other environmental services.		√		*Project does not interfere with any of the environmental services*

Reduction of green areas			*√*	*Possible shading caused by trees. Strategically install the solar panel in location of the house that shading is avoided. For heavily shaded house, avoid cutting of trees instead trim only required portion of the trees*
Flooding on the site in the wet season *(write down how deep and how long it usually floods on the site)*		*√*		*Project sites are in the upland areas which are not susceptible to flooding*
Others (describe)				
Health and safety hazards to workers and the community	*√*			• *Ensure that workers are provided orientation on health and safety* • *Contractor to strictly implement the DOH Covid-19 health protocols* • *Ensure personal protective equipment for all workers are available and utilized properly* • *Contractor shall ensure that their workers are trained and competent to perform the installation.* • *Ensure that tools and equipment are available and in good working condition (e.g. ladder, hammer, electrical tools)*
Conflict among workers and/or between workers and communities due to cultural differences, improper behavior, harassment and discrimination	*√*			• *SUKELCO will require Contractor to hire local personnel, as SHS installers/community-based electricians (CBEs), if possible* • *Require Contractor to implement* ***Code of Conduct (Annex "A")*** *for its workers* • *Require Contractor to orient its personnel on the Code of Conduct to avoid conflicts*

Summary of Overall Assessment:

In general, the project implementation will have minimal and manageable environmental and social issues to the beneficiaries. Identified issues during project implementation are related to disturbance due to noise, potential impact on IP culture and traditions, health and safety hazards to workers/communities and conflict among workers and the community. These issues can be easily addressed through implementation of mitigating measures provided above. Proper implementation of IP plan by the EC personnel and Code of Conduct by Contractor's personnel is necessary to effectively addressed potential issues that may arise.

Checklist 3: Good Environmental Practices for Small Civil Works

Phase	Issue	Measure
Screening	Adequate space and access - possible interruption within its vicinity; other issues captured in Checklist.	The selection should avoid sensitive environment and land issues which may be caused by the construction and/or renovation; other measures recommended in the Construction Site Checklist should be adopted.
Design	Drawing and planning the construction by adapting to adjoining physical conditions and minimizing possible environmental issues; incorporate environmentally friendly design features	AdverseEnvironmental Impact Minimization Measures should be introduced in the construction design;
Construction	Dust: Dust, debris, and particulate materials from the construction will blow to surrounding structures and/ causing nuisances to surrounding families and businesses, specially to vulnerable people (children, elders).	The contractor will spray water to reduce the dust when the weather is dry and periodically clean stagnant debris.
Construction	Noise: Noise from the construction machinery and equipment may cause disturbance to others especially in areas with hospitals, homes for the elderly, and schools.	Contractor will use environment-friendly construction materials and equipment and limit construction hours to minimize possible disturbance to local livelihood. Contractor will fence off Construction site to reduce any possible annoyance to neighbors.
	Construction materials and construction debris: the inadequate disposal of waste materials and hazardous materials (fibro-cement, fuel, oil, cement etc). Garbage collected and dredged spoils: see section on Special considerations on waste management below for complete treatment.	Contractor will store clean construction materials, reduce excavated debris, and waste generation whenever feasible. Contractorshould separate hazardous wastes from other wastes and handle them according to established environmental guidelines. Contractor should separate recyclable wastes from non-recyclable ones. All wastes should be properly handled. Any illegal waste dumping or burning is prohibited.
	Disturbance: Nearby offices and residents will be disturbed by prolonged construction.	The contractor will perform construction activities within appropriate time frame which does not disturb work of officers or living of local residents.

	Contractors' office, storage facilities including sanitation*:* Sanitation for the workers at the construction site is inadequate leading to unclean working environment.	Sites for contractor's office and storage facilities –, storage, equipment storage, site office, etc. Provision for drainage during heavy rains.The contractor will provide temporary sanitation facilities for the workers. Contractor should dispose of domestic sludge/wastewater according to regulations.
	Contamination*:* Contamination of water supply or source within the vicinity of the site is caused by the construction activities.	The contractor will implement necessary measures to prevent possible contamination to water supply or source in the surrounding area.
	Pedestrian security and traffic congestion – Construction site may cause safety concern for pedestrians, especially for school children, during construction. Similarly, limited traffic constriction during construction may be caused (due to traffic detours) restricted by vehicle and pedestrian passageways and exit ramps.	The contractor will fence off the site for general safety measures; traffic re-routing (if required) should be appropriately managed and planned for.
	Interruption of services - water, electricity, telephone, during construction.	The contractor will implement necessary measures to prevent any interruption to access to public services.
	Informing the public about construction and work schedules, interruption of services, or traffic.	The contractor will put signboard summarizing the construction activities and schedule for completion of tasks.
Post-Construction	Site Clearing: Cleaning the site after construction- disposing wastes properly so that they are not dangerous to the environment.	The contractor will clean the site carefully and remove all waste materials as spelled out in the construction bidding.

Others	Workers' Safety: Set up of scaffoldings Covid-19 protocol Other identified environmental safeguard issues.	For scaffold with a platform height of under 2m, the contractor is required to provide external strengthening for scaffolding height to width ratio is a minimum of 2:1. If the platform is 2m in height or over the ratio must be 3:1. This means the width of the base of the tower must be at least a ½ or 1/3 the height of the platform. The contractor shall comply with the covid-19 protocol during construction at all times

MONITORING PLAN
(SUKELCO PV Mainstreaming Program - Window 2)

Project Phase	Parameter to Monitor	Standards	Frequency of Monitoring	Location	Responsibility
Installation and Operation	Occupational Health and Safety	DOH, local health protocols, and Measures for Covid 19 during Project Installation are followed by all personnel/ Installers	Random inspection	SHS sites	EC-SBU
		Monitoring of Number of Covid-19 Cases (Confirmed, Active, Recovered, Death) for all personnel /Installers	Monthly	SUKELCO Office and SHS Sites	EC-SBU
Installation and Operation	Grievance/ Complaints	All valid project-related complaints are resolved within 15 days	Weekly	SUKELCO Office	SUKELCO's Grievance Officer
Operation	Hazardous wastes	All used Li-ion batteries and solar panels are collected, stored and disposed of and reported in accordance with RA 6969 IRR	Quarterly (for storage) Yearly (for disposal)	SUKELCO's Hazardous Waste Storage Facility, SUKELCO compound	SUKELCO's Pollution Control Officer
	Solid wastes disposal	Polyurethane foam and plastic packaging of SHS units are disposed of properly by the beneficiaries and do not end up on the canals/water bodies	Random Inspection	SHS sites	SUKELCO SBU

Prepared by:

JOEMAR G. SEVILLANO, PEE
Corplan Manager

Approved by:

CLAUDIA A. PONDALES, CPA
General Manager

MITIGATION COST
(SUKELCO PV Mainstreaming Program - Window 2)

ASPECT		MITIGATION ACTION	COST (PhP)	RESPONSIBILITY
1	Hazardous Wastes Storage and Disposal	Storage and disposal of hazardous wastes in accordance with regulations: • Construction of New Hazardous Waste Storage Facility • Application for renewal of PCO Accreditation at DENR-EMB • Disposal of used Li-ion batteries through DENR-accredited firm	200,000.00 700.00 100,000.00	SUKELCO's PCO
2	Occupational Health and Safety	Compliance with DOH and local health protocols during maintenance activities and household profiling • Provision to SUKELCO workers of alcohol, face masks, face shields and checking of temperature Compliance with OSH regulations during SHS maintenance activities • Provision of required PPEs • OHS orientation of SUKELCO technicians	40,000.00 40,000.00 20,000.00	SUKELCO's Safety Officer
		Grand Total	400,700.00	

Prepared by:

JOEMAR G. SEVILLANO, PEE
Corplan Manager

Approved by:

CLAUDIA A. PONDALES, CPA
General Manager

CODE OF CONDUCT FOR PERSONNEL
ASEP-PVM Window 2 Subproject

SULTAN KUDARAT ELECTRIC COOPERATIVE, INC. (SUKELCO)

This Code of Conduct identifies the behavior required from all personnel/solar home system (SHS) installers/verifiers working on the SUKELCO – PVM Window 2 Subproject.

Unsafe, offensive, abusive or violent behavior will not be tolerated and all persons should feel comfortable raising issues or concerns without fear of retaliation.

REQUIRED CONDUCT

All personnel/SHS installers/verifiers shall:

1. carry out his/her duties competently and diligently;

2. comply with this Code of Conduct and all applicable laws, regulations and other requirements, including requirements to protect the health, safety and well-being of other personnel and any other person;

3. maintain a safe working environment by:
   a. ensuring that workplaces, machinery, equipment and processes under each person's control are safe and without risk to health;
   b. wearing required personal protective equipment;
   c. using appropriate measures relating to chemical, physical and biological substances and agents; and
   d. following applicable emergency operating procedures;

4. report work situations that he/she believes are not safe or healthy and remove himself/herself from a work situation which he/she reasonably believes presents an imminent and serious danger to his/her life or health;

5. treat other people with respect, and not discriminate against specific groups such as women, people with disabilities, migrant workers, indigenous people, or children;

6. not engage in sexual harassment, i.e. unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature, with other personnel;

7. not engage in sexual exploitation, or any actual or attempted abuse of position of vulnerability, differential power or trust, for sexual purposes, including, but not limited to: profiting monetarily, socially or politically from the sexual exploitation of another;

8. not engage in sexual abuse, which means the actual or threatened physical intrusion of a sexual nature, whether by force or under unequal or coercive conditions;

9. not engage in any form of sexual activity with individuals under the age of 18, except in case of pre-existing marriage;

10. not engage in any other form of harassment, mental or physical coercion, or verbal abuse of any individual;

11. undergo relevant training or orientation that will be provided by SUKELCO related to the environmental and social aspects of the project, including on health and safety matters;

12. report violations of this Code of Conduct; and

13. not retaliate against any person who reports violations of this Code of Conduct, whether to SUKELCO or the NPC-PMO, or who makes use of the project's or SUKELCO's Grievance Redress Mechanism.

RAISING OF CONCERNS

If any person observes a behavior that he/she believes may represent a violation of this Code of Conduct, or that otherwise concerns him/her, he/she should raise the issue promptly to:

JOEMAR G. SEVILLANO, PEE
SUKELCO Office, Kalandagan, City of Tacurong, Sultan Kudarat
Contact No. 064.200.4050 / 0920.963.9723

This can be done either in writing, by telephone, or in person.

The person's identity will be kept confidential, unless reporting of allegations is mandated by the country law. Anonymous complaints or allegations may also be submitted and will be given all due and appropriate consideration. SUKELCO takes seriously all reports of possible misconduct and will investigate and take appropriate action. It will provide warm referrals to service providers that may help support the person who experienced the alleged incident, as appropriate.

Consequences of Violating the Code of Conduct

Any violation of this Code of Conduct by the SUKELCO ASEP-PVM Window 2 Subproject personnel may result in serious consequences, up to and including termination and possible referral to legal authorities.

JOEMAR G. SEVILLANO, PEE
SUKELCO Representative

I hereby acknowledge that I have read the Code of Conduct for Personnel of the SUKELCO ASEP-PVM Window 2 Subproject, agree to comply with the standards contained therein and understand my roles and responsibilities to prevent and respond to issues relating to environmental, social, health and safety, gender based violence, sexual exploitation/abuse, harassment and discrimination. I understand that any action inconsistent with this Code of Conduct or failure to act as mandated by this Code of Conduct may result in disciplinary action and may affect my ongoing employment.

NAME OF PERSONNEL	SIGNATURE	DATE SIGNED

ATTACHMENT 1: Behaviors constituting sexual exploitation and abuse (SEA), and behaviors constituting sexual harassment (SH)

ATTACHMENT 1 TO THE CODE OF CONDUCT

BEHAVIORS CONSTITUTING SEXUAL EXPLOITATION AND ABUSE (SEA) AND BEHAVIORS CONSTITUTING SEXUAL HARASSMENT (SH)

The following non-exhaustive list is intended to illustrate types of prohibited behaviors.

(1) **Examples of sexual exploitation and abuse** include, but are not limited to:

- Personnel tells a member of the community that he/she can get them jobs related to the work site (e.g. cooking and cleaning) in exchange for sex.
- Personnel that is connecting electricity input to households says that he can connect women headed households to the grid in exchange for sex.
- Personnel rapes, or otherwise sexually assaults a member of the community.
- Personnel denies a person access to the Site unless he/she performs a sexual favor.
- Personnel tells a person applying for employment that he/she will only hire him/her if he/she has sex with him/her.

(2) **Examples of sexual harassment in a work context**

- Personnel comment on the appearance of another Personnel (either positive or negative) and sexual desirability.
- Personnel complains about comments made by another Personnel on his/her appearance, the other Personnel comment that he/she is “asking for it” because of how he/she dresses.
- Unwelcome touching of a Personnel by another Personnel.
- Personnel tells another Personnel that he/she will get him/her a salary raise, or promotion if he/she sends him/her naked photographs of himself/herself

"Annex B"

Hazardous Waste Management Plan

Introduction

This Hazardous Waste Management Plan (HWMP) was developed to supplement the overall Environmental, Health and Safety system of SUKELCO. This Plan is specifically prepared for protecting human health and safety, waste minimization and disposal, reducing negative impact to the environment, and ensuring regulatory compliance in relation to the Hazardous Waste generated under the Photovoltaic Mainstreaming (PVM) Program. This Plan encompasses the identification, labeling, storage, transportation and disposal of Solar Home System (SHS) components that are regulated as hazardous waste. Identified hazardous wastes are Solar PV modules, Lithium Ion batteries, and associated components of Solar Home System like LED lights, cables, etc. SUKELCO has an existing hazardous waste storage room which is used exclusively for these wastes but a new one will be constructed to replace said facility.

Roles and Responsibilities

Community-Based Technicians (CBTs)
Responsible for inspection, repair and maintenance of SHS installed in the households. Responsible also for packaging, safekeeping, and endorsement of defective solar module, battery and components to the Solar Business Unit for proper disposal.

Solar Business Units (SBUs)
Responsible for the overall implementation of the plan and management of hazardous waste from the various households to the PVM hazardous waste storage room. Shall be responsible in packaging, collecting, transporting, segregating, labeling, and storing defective SHS components from households/CBTs to the PVM hazardous storage room. Shall also be responsible in recording the quantity of SHS components received and released in the storage room as well as monitoring of level of hazardous waste.

Pollution Control Officer (PCO)
Responsibilities include:

- Providing assistance to SBUs in the implementation and compliance of HWMP including but not limited to hazardous waste determinations and classifications, oversight of hazardous waste disposal, and assisting with corrective actions when necessary;
- Coordinating disposal and transport with waste disposal contractors for all hazardous waste pickup at storage site.
- Maintaining a liaison with the appropriate regulatory authorities (DENR-EMB), including compliance and submitting information to regulators as required.

Hazardous Wastes Management

Packaging, Collection, and Transport - Households to SUKELCO PVM Hazardous Waste Storage Room

- Household beneficiaries will be oriented/given instructions on the proper handling of used batteries during SHS installation;
- Identified defective SHS components especially solar module and battery shall be reported immediately to the CBT for proper inspection and packaging. Defective units shall be packed in a sealed plastic container to avoid contamination;
- CBT shall immediately report the defective units for replacement and collection by the SBU; and
- SBU shall collect and transport the sealed defective unit to SUKELCO PVM Hazardous Waste Storage Room. Only solid wastes consisting of used batteries, defective/broken solar PV modules, other unusable SHS components will be stored in the said facility.

Segregation, Labeling, and Storage at SUKELCO PVM Hazardous Waste Storage RoomSBU shall segregate collected wastes by putting each type (solar module, used battery, cables, other components) in separate containers; and placing the containers away from each other to prevent any reaction particularly with the Li-ion battery which could pose fire hazard.

- Container and components shall have proper labeling;
- SBU shall properly maintain records of the SHS components stored in the hazardous waste storage room including received and released components;
- SBU shall conduct quarterly monitoring of the level of wastes in the PVM hazardous waste storage room and submit to the PCO;
- SBU shall ensure the availability of a fire extinguisher inside the PVM hazardous waste storage room; and
- Safekeeping of wastes in PVM hazardous waste storage room shall last for a maximum of one year. Wastes shall be disposed of when the stored quantity reaches 90% of storage capacity.

Packaging and Disposal

- PCO shall pack and dispose defective components according to DENR-EMB regulations;
- PCO shall schedule the storage of hazardous waste for a maximum period of one year and facilitate the proper disposal;
- Transportation and disposal shall be undertaken by a DENR authorized contractor for Transport, Storage and Disposal of hazardous wastes.

Prepared by:

JOEMAR G. SEVILLANO, PEE
Corplan Manager

Approved by:

CLAUDIA A. PONDALES, CPA
General Manager

ANNEX "B-1"

SUKELCO HAZARDOUS WASTE STORAGE FACILITY

ANNEX "C"

ENVIRONMENTAL MANAGEMENT BUREAU

Republic of the Philippines
Department of Environment and Natural Resources
ENVIRONMENTAL MANAGEMENT BUREAU
Office of the Regional Director
Region XII, Koronadal City

HAZARDOUS WASTE GENERATORS REGISTRATION CERTIFICATE

Pursuant to Republic Act 6969 (Toxic Substances and Hazardous and Nuclear Wastes Control Act of 1990) and implemented by DENR Administrative Order No. 29, Series of 1992 (Implementing Rules and Regulations of RA 6969) and DENR Administrative Order No. 22, Series of 2013 (Revised Procedures and Standards for the Management of Hazardous Wastes), this HWG Registration Certificate is issued to

SULTAN KUDARAT ELECTRIC COOPERATIVE, INC. (SUKELCO)
Brgy. Poblacion, Tacurong City

for submitting information to the satisfaction of the Environmental Management Bureau (EMB), Department of Environment and Natural Resources (DENR) with regard to Online Hazardous Wastes Generator registration requirements and is therefore assigned the following DENR ID No.:

GR-R12-65-00007

Subject to the following:

TERMS AND CONDITIONS

1. **Sultan Kudarat Electric Cooperative, Inc.** shall comply with all the requirements of RA 6969, its Implementing Rules and Regulations and the Revised Procedures and Standards for the Management of Hazardous Wastes (DAO 2013-22).
2. Submission of Hazardous Waste Generator's Quarterly Report Fifteen (15) days after the end of every quarter.

Issued on the **12th day of May 2016**

MA. SOCORRO C. LANTO
Regional Director

O.R. No.: 1565467
Amount: 600
Date : 4/13/2016

This document bears the Official Seal of DENR
Date: MAY 13 2016
Initial:

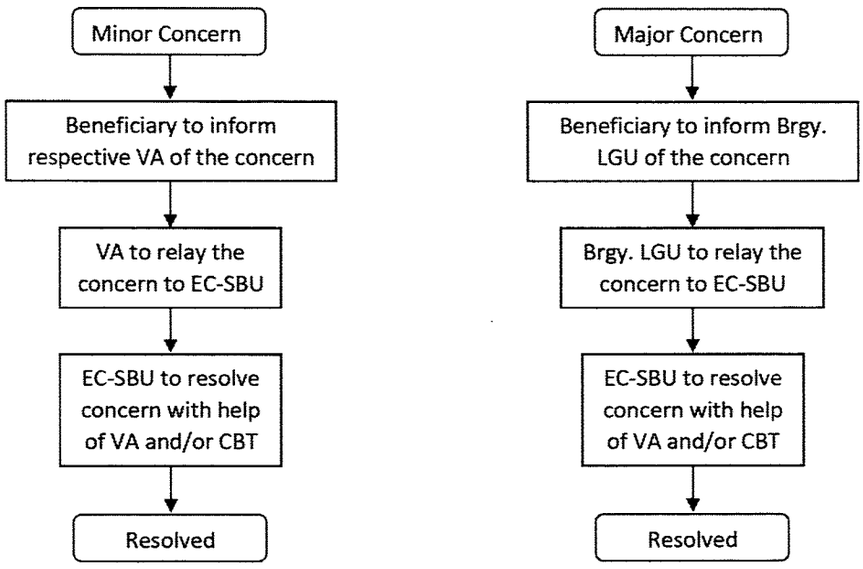
"ANNEX D"

GRIEVANCE REDRESS MECHANISM (GMR)
(SUKELCO PV Mainstreaming Program - Window 2)

In the implementation of this project, SUKELCO shall adopt a **Grievance Redress Mechanism** (GRM) that will enable affected beneficiaries to raise **grievances** with SUKELCO and seek **redress** when they perceive a negative impact arising from the project implementation. The section head of the Solar Business Unit in the person of **MR. JIMMY FEGARIDO** is the designated **Grievance Officer** of SUKELCO who will facilitate the Grievance Redress Mechanism. This GRM aims to capture and resolve grievances effectively and expeditiously in a transparent manner within a period of fifteen (15) days after receipt. Below are the contact/hotline numbers of SUKELCO where a beneficiary can lodge their query, concerns, and complaints regarding the project implementation and its operation:

Tel. No.	+63 064 200-4050 / 064 200-3155
Mobile No.	+63 907 737-4203 (Globe)
Mobile No.	+63 920 963-9723 (Smart)

It is intended to serve as a reference for the beneficiaries who wish to submit complaints and expect their concerns to be responded to, and a general guide for SUKELCO on how to handle and resolve the grievances that will invariably emerge. Shown in the flow chart below are the GRM for the minor and major concerns:



Note: VA – vending agent, EC-SBU – Solar Business Unit, CBT – Community Based Technician

Minor concerns are the usual operation and maintenance concerns that can be easily resolved. Major concerns are those other concerns that the beneficiary deemed that he/she needs assistance from their Brgy. LGU. Both SUKELCO and the beneficiary shall exert their best effort to resolve any concerns within the GRM however if the same is not resolved, the beneficiary may elevate their concern to their barangay and/or municipal LGUs for further assistance and intervention. Unresolved complains within EC level can also be elevated to NPC and World Bank for their intervention and resolution.

Prepared by:

JOEMARIE G. SEVILLANO
Corplan Manager

Approved by:

CLAUDIO A. PONDALES
General Manager

ANNEX "E"

Republic of the Philippines
Department of Environment and Natural Resources
ENVIRONMENTAL MANAGEMENT BUREAU
REGION 12
Regional Center, Brgy. Carpenter Hill, Koronadal City
Email address: embxii@yahoo.com/embregionxii@gmail.com
Tel. Fax (083) 228-1071, (083) 228-1072
Cellphone No. (+63) 912 813 4749, (+63) 906 736 0664

CERTIFICATE OF ACCREDITATION

COA No. 2018-R12-0038

Pursuant to Section 8 of DENR Administrative Order No. 2014-02 dated February 3, 2014 of Department of Environment and Natural Resources and having substantially met all the requirements prescribed therein,

JIMMY P. FEGARIDO

Is hereby duly accredited as

POLLUTION CONTROL OFFICER

Of

SULTAN KUDARAT ELECTRIC COOPERATIVE, INC.

Located at

NATIONAL HIGHWAY, TACURONG CITY, SULTAN KUDARAT

Granted this 19th day of March, Twenty Hundred and Seventeen.

This accreditation is valid until March 19, 2021 unless sooner revoked for cause. The accreditation shall be renewed not later than one (1) month prior to its expiration.

MA. SOCORRO C. LANTO
Regional Director

18-12-SK-0006
OR # 2147028

ANNEX "F"

SULTAN KUDARAT ELECTRIC COOPERATIVE, INC.
City of Tacurong, Sultan Kudarat

PVM WINDOW-2 PROJECT
COVID-19 MEASURES DURING PROJECT INSTALLATION

Item No.	Project Activity	Specific Measures
1.	Daily Health Check	All personnel (SUKELCO Solar Business Unit (SBU) and SHS Installers) that will be engaged with the individuals of recipient community shall be required to adhere with the following health protocols prior to their visit in the community: a) Wearing of face mask, bringing of personal hand sanitizer and temperature check. SBU Head/Installer Team leader shall facilitate the inspection by filling-up the daily health check form; b) SBU Head/Installer Team leader shall report daily prior to deployment the health check form through a group chat that will be created for the project implementation; c) Personnel that exhibit symptoms of Covid -19 (e.g. fever, cough, tiredness, loss of taste or smell, etc.) shall be required to go home, rest and visit the rural health unit, if necessary; d) Personnel found positive of Covid-19 shall undergo the required quarantine procedure of DOH and thereafter secure a clearance from the rural health unit before reporting to the project.
2.	Delivery to Barangay Centers	SBU shall coordinate with the barangay LGU the schedule of delivery and request the presence of the beneficiaries on the scheduled delivery date. During the delivery date, SBU head shall ensure that DOH protocol on Covid-19 shall be complied.
3.	Orientation and Releasing to Beneficiaries	SBU shall coordinate with barangay LGU the availability of venue (preferably open/well ventilated space) for orientation/distribution and shall comply with the allowed maximum number of participants in a given venue. SUKELCO shall provide face mask to all beneficiaries, ensure availability of hand sanitizer and shall ensure social distancing between individuals. An attendance sheet shall be filled-up by all attendees for record and monitoring purposes.

4.	Installation on Sites	SUKELCO shall hire and train community based electricians that are residing within or nearby the recipient community to provide local employment and avoid entry of individuals outside of their community. Before the installation, all SBU and Installers that will be involved shall be required to submit copy of their vaccination card. Those un-vaccinated shall be required to submit the result of their Covid-19 Rapid Antigen Test. Only those un-vaccinated with negative test result shall be allowed to join the installation. SBU and Installers shall report to the rural health unit for coordination and check-up before proceeding to the households for installation activity. SUKELCO shall provide PPEs to SBU and Installers which includes; hat hard, safety goggles, face mask, long sleeves shirt, working gloves and hand sanitizer. SBU and Installers shall be advised to avoid social gathering with the community individuals especially during meals to avoid close contact. Should there be an SBU or Installer get infected by Covid-19, the infected individual together with others in close contact shall be required to report to the rural health unit. SUKELCO shall also coordinate with the rural health to monitor the status and clearance of the personnel involved.

Implementation and monitoring of these measures shall be the responsibility of the SUKELCO SBU Heads and Installer Team Leaders under the supervision of the PVM Project In-charge.

Prepared by:

JOEMAR G. SEVILLANO, PEE
Corplan Manager/ Project In-charge

Approved by:

CLAUDIA A. PONDALES, CPA
General Manager