

Safeguarding our Environment to Ensure our Wellbeing



**Strategic Plan
2021– 2025**



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A Message from the Chairman

It is with great pleasure that I present the Palau Environmental Quality Protection Board's (EQPB) 2021-2025 Strategic Plan.

This plan clarifies the EQPB's role and recognizes our relationship with both state and national government, businesses and the community. It builds upon the strategic directions, commitments and investments of our government and identifies the key goals and objectives to be accomplished throughout the 2021-2025 planning period. It also adopts the values identified by the EQPB and its staff and emphasizes that we will act professionally and with transparency, integrity, respect and innovation, while protecting the environment and focusing on stakeholder needs.

Some of the key strategies that we will focus on include:

- ✓ Investing in organizational excellence by putting systems and processes into place to strengthen organizational core support,
- ✓ Strengthening the application of Palau's Environmental Impact Assessment processes,
- ✓ Increasing state institutional capacity for environmental management,
- ✓ Building greater awareness and compliance of Palau's environmental laws and regulations, and
- ✓ Building awareness and capacity for sound chemical management.

Finally, this plan responds to emerging environmental issues such as chemicals and waste by taking the lead on regulation to minimize adverse impacts of these and other threats to our environment and people. On behalf of the Palau EQPB Board and Staff, I look forward to working with our communities, stakeholders and government to implement all facets of this 2021- 2025 Strategic Plan.

Elia Yobech,
Chairman
Palau Environmental Quality Protection Board



Palau Environmental Quality Protection Board



Elia Yobech, Chairman



Florencio Yamada, Vice Chairman



Jack Meltel, Member



Juliet Ngotel, Member



Benjamin Yobech, Member



Benjamin Adelbai, Member



Glenn Seid, Member

Plan at a Glance

Vision: *Safeguarding Palau's environment and resources to enable sustainable social and economic development*

Mission: *Working to maintain high environmental standards as Palau grows economically*



Palau's "Ridge to Reef" resources

Principles:

As the EQPB implements this 2021-2025, the following principles guide our leadership, management, and workforce

Ensuring cost effective operations and quality customer-centric service to the public;

Facilitating cooperation and collaboration across the programs within the EQPB and its national, state and sectoral partners;

Ensuring a workplace environment that is safe, fair, and conducive to employee productivity; resolving conflicts as needed; and

Holding individuals at all levels accountable for their actions

1.0 EQPB’s Role and Function

The Palau Environmental Quality Protection Board (EQPB) was created to safeguard Palau’s environment for the benefit of Palauans today and tomorrow. Ensuring a healthful, productive and aesthetically pleasing surrounding so that the widest range of beneficial uses of the environment can be realized drives its core mission and programs.

1.1 Enabling Legislation & Regulations

In 1981, the Republic of Palau enacted the “Environmental Quality Protection Act,” Title 24 of the Palau National Code Annotated (Title 24 PNCA), to ensure greater protection of the unique and aesthetically beautiful environment while promoting sustainable economic and social development that would achieve the desired financial goals of the people of the Republic. The Act created the EQPB, a semi-autonomous agency of the executive branch of the government of the Republic, to be tasked and responsible for the protection and “*proper conservation of quality of Palau’s environment*” and its resources so that sound and sustainable economic and social development proceeds in a manner that will not jeopardize Palau’s future possibilities or opportunities.

As a semi-autonomous agency, the EQPB is well positioned to implement the enabling Environmental Laws of Palau, pursuant to Title 24 PNCA, and the Regulations adopted of and by EQPB free of political influence or any conflict of interest, especially from the Government.

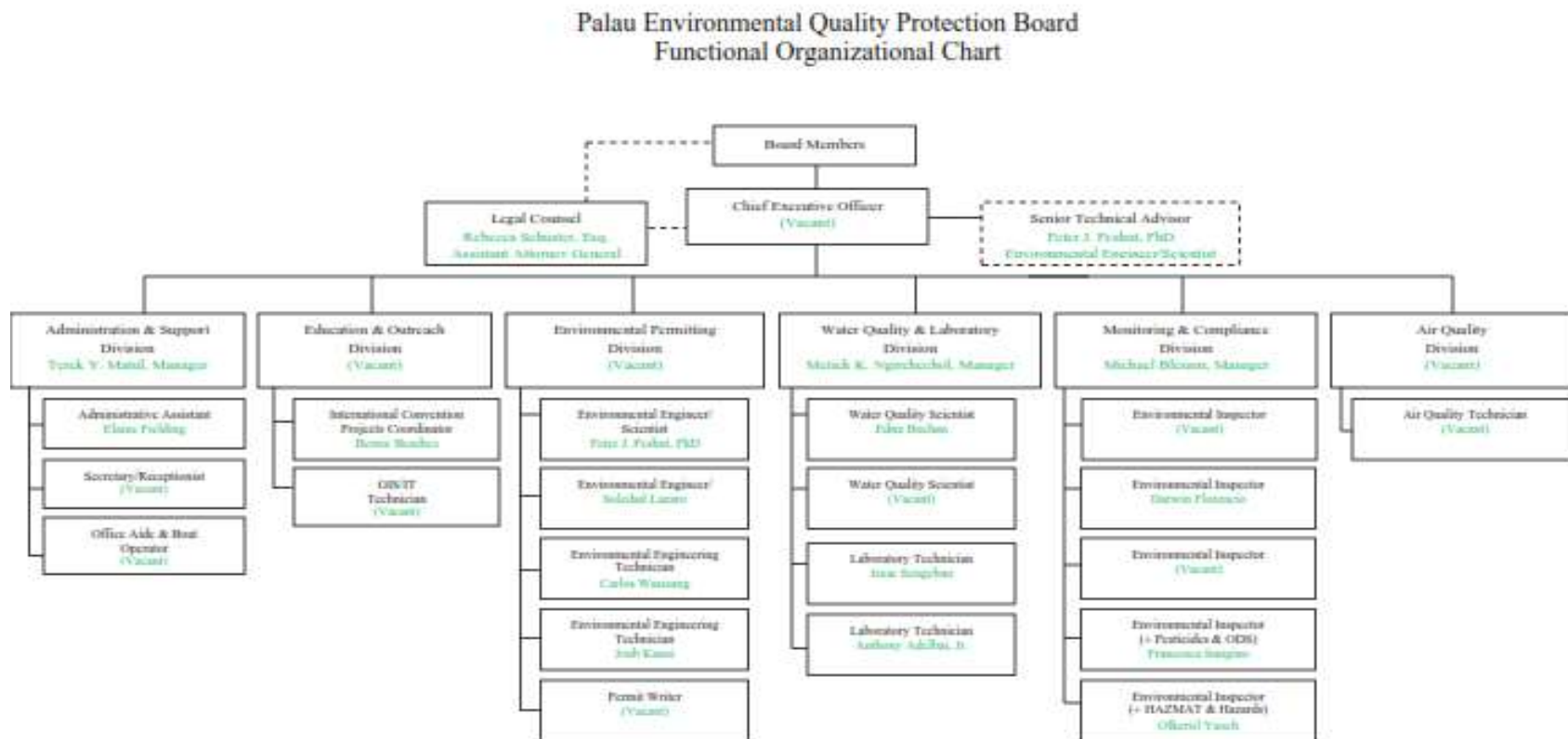
Title 24 PNCA authorizes the EQPB to promulgate and enforce regulations addressing the following topics:

1. Earthmoving (updated 2015)
2. Marine and Fresh Water Quality (updated 2020)
3. Wastewater Treatment and Disposal (updated 2019)
4. Solid Waste Management (updated 2021)
5. Pesticides (updated 2021)
6. Public Water Supply Systems (updated 2021)
7. Environmental Assessment & Environmental Impact Statement (updated 2020)
8. Air Pollution Control (updated 2021)
9. Ozone Depleting Substance (updated 2016)

1.2 Departmental Overview

To meet its mandate, the EQPB delivers essential environmental protection programs that safeguard the quality of the environment and proper conservation of resources. This ensures that development is aligned with national, social and economic goals. The success of EQPB's environmental programs rely on the establishment of a cooperative, coordinated, and effective working relationship with other national government agencies and bodies, various state governments, as well as private entities within the Republic of Palau.

The following organizational chart depicts the programs, positions and supervisory arrangements of the EQPB.



1.3 EQPB Programs of Work

As Palau's environmental regulatory body, the EQPB enforces Palau's environmental laws and regulations, works with partners to strengthen compliance of these laws and regulations and works with stakeholders and general public to build awareness of and adoption of good environment practices. The following is a snapshot of some of EQPB's programs and efforts.

- ✓ Permit processing to ensure erosion control, solid waste management, wastewater management, hazardous materials management and other relevant environmental controls associated with projects. Monitoring of issued permits to ensure compliance with permit conditions to minimize negatives impacts to Palau's environment.
- ✓ Environment monitoring including water quality testing to ensure public health.
- ✓ Provide trainings and technical assistance to states, contractors, consultants and the general public on project management to ensure environmental quality protection, EQPB Regulatory Requirements, Environmental Work processes, Project Designs, Water Quality Training, Hazardous Waste Management, Solid Waste Management, Air Pollution Control, Wastewater Designs and Treatment, Improve State Planning and Erosion Controls.
- ✓ Implementation of Palau's global environment commitments such as the Ozone Depleting Substances (ODS) importation quota system, Stockholm Convention on Persistent Organic Pollutants, Basel Convention on the Transboundary Movement of Hazardous Materials, Minamata Convention on Mercury and other Regional Projects such as the PacWaste Plus Project etc.
- ✓ Provide hazardous materials incidence response including waste oil management
- ✓ Hazardous materials incidence response, including waste oil management as well as working regionally and internationally to address Palau's E-waste, plastic waste and bulk waste in Palau.

2.0 Strategic Direction: Goals and Objectives Hierarchy

The EQPB's overall role is to assist in the management of Palau's environment. We do this through regulatory enforcement, partnering with state governments, Palau's development sector, national government agencies and others to build greater awareness and adoption of good practices that result in compliance as well as protect the public from harm resulting from pollution, chemicals and waste.

To this end, we are committing the next five years to strengthening the capacities and capabilities of not just ourselves but our key partners for environmental management. This will entrench our relevance and value in the minds and hearts of Palauans and facilitate the delivery of outcomes that benefit Palau's people and environment. The goals that underpin this 2021 – 2025 Strategic Plan are designed to deliver on these commitments.

Vision: *Safeguarding Palau's environment and resources to enable sustainable social and economic development*

Mission: *Working to maintain high environmental standards as Palau grows economically*

EQPB Goals

Goal 1: *EQPB is an Effective and High Performing Organization*

Goal 2: *National and State's environmental management capacity is supported by EQPB.*

Goal 3: *The Palauan People and Government value EQPB's role in ensuring a healthy populace and sustainable economic development.*

Goal 4: *Deliver a cleaner and safer environment for Palau through our core mission*



Mesekelat dam- one of Babeldaob's community water sources

2.1 Challenges to EQPB achieving its mandate and its Programmatic Response

During this planning cycle the EQPB will work to address the following challenges. The strategies and actions we take are reflected in the goals matrices below and are designed to deliver on solutions that will lead to impactful change.

Challenge 1: Inadequate Funding of EQPB's Programs Poses Risks to EQPB's Mission Achievement. Our inability to adequately meet our mandate compromises the health and safety of Palau and Palauans.

Challenge 2: Current Building which houses EQPB office is dilapidated, unserviceable and unsafe. The building is over 60 years old and it is insufficient to meet our needs. It hampers our capabilities which results in a reduction in our overall capacity and effectiveness.

Challenge 3: Development projects without proper assessment and full engagement of the States as resource owners.

Goal 1: EQPB is an Effective and High Performing Organization

This goal speaks to maintaining and attracting a skilled and engaged workforce within a more collaborative work environment. It means that we are committed to strengthening our capacities and capabilities by prioritizing training opportunities for our work force. Additionally, we will foster a culture of continuous improvement to ensure that EQPB's operations and business processes are more efficient and effective and we will value and utilize partner and stakeholder feedback to improve the EQPB experience.

Under this goal, the EQPB will work to continuously improve management, encourage innovation and creativity.



EQPB staff assessing, learning and doing!

Goal 1: EQPB is an Effective and High Performing Organization		
Strategy 1: Develop employees and a supportive work environment		
Outcomes	High Level Indicative Actions	Outputs
1.1 By 2025 EQPB has developed and retained a workforce that is equipped with the technical skills and knowledge to meet its mandate and to address emerging environmental challenges	✓ Develop orientation and onboarding processes for new employees. ✓ Conduct an assessment to identify the skills and knowledge competencies associated with EQPB positions in all of the programs. ✓ Secure or develop and implement a training program to ensure skill and knowledge transfer of the above named competencies. ✓ Fill vacant EQPB positions reflected in the org. chart ✓ Transition key EQPB positions from grant funding to local funding.	✓ Orientation manual, procedures ✓ EQPB workforce development strategy ✓ Workforce development plan ✓ Key EQPB positions are filled ✓ Key EQPB positions are funded locally
1.2 By 2025 a culture for learning, results focused management and cooperative engagement is institutionalized.	✓ Cultivate a workplace that values a high quality work life, provides employee friendly policies and facilities, invest in infrastructure, technology and security essential to ensure an efficient and effective work force.	✓ Organizational Norms ✓ Regularly scheduled team meetings, team learning, and team building activities
1.3 By 2025 EQPB has a diverse funding portfolio to support its operations.	✓ deposit all permit applications fees and project impact fees into the Mitigation Fund. ✓ Expand use of the Mitigation Fund to allow hiring of staff to fill vacancies ✓ Develop and implement EQPB organizational financing Strategy	✓ EQPB financial strategy

1.4 By 2025 EQPB has secured the financial commitment from either national government or a donor to construct a building to house its operations.	✓ Identify potential donors to fund building construction ✓ Develop a donor cultivation action plan ✓ Implement plan	✓ List of potential donors ✓ Meetings with potential donors ✓ Building agreement
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Goal 2: National and State's environmental management capacity is supported by EQPB

Under this goal the EQPB will work with state governments to develop mechanisms that ensure the protection of the state's environment and natural resources. This work will also include trainings on the use of approaches, tools and best practices that reduce the negative impact of development on state resources.



EQPB and Ngatpang MOU to collaborate and cooperate to sustainably manage Ngatpang's natural resources

Goal 2: National and State's environmental management capacity is supported by EQPB		
Strategy: Improve state environmental management capacity		
Outcomes	High Level Indicative Actions	Outputs
2.1 By 2025 at least 5 states have institutionalized environmental management processes in their master plan	✓ Work with the Palau GEF 6 Master Planning Initiative to build environment management structure and approaches into the state master planning process.	✓ Environment management institution in State government

	✓ Initiate and finalize MOU's with states on technical assistance on land planning, environment management and other related issues.	✓ State and EQPB MOUs
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Goal 3: The Palauan People and Government value EQPB's role in ensuring a healthy populace and sustainable economic development.



George B. Harris Elementary School students participating in outreach activities

Under this goal the EQPB will work to build a strong EQPB constituency amongst the general public, the leadership and Palau's development sector. The ultimate focus of this goal is that the EQPB is perceived to be an invaluable partner in Palau's sustainable development journey. To achieve this, the EQPB must decouple perceptions that it is anti-development and instead entrench the belief that it is the

champion of Palau's natural resource assets. Further to this, the EQPB must become synonymous with the realization of 'sustainable growth', equitable benefits across the states in Palau and across generations of Palauans.

Goal 3: The Palauan People and Government value EQPB's role in ensuring a healthy populace and sustainable economic development.

Strategy: EQPB programs are perceived to be high priority programs for the Republic of Palau

Outcomes	High Level Indicative Actions	Outputs
3.1 By 2025, the EQPB will have advocates that speak on its behalf in key stakeholder groups and in key sectors	Develop and implement a stakeholder engagement plan that targets key sectoral groups such as, tourism industry, leadership, development sector etc.	✓ Stakeholder engagement plan
3.2 By 2025 EQPB's annual budget share that is funded by the OEK is increased by 25%	✓ Identify a champion in the OEK and work with them to advocate for EQPB ✓ Develop and implement an EQPB stakeholder engagement plan	✓ Stakeholder engagement plan ✓ EQPB Champion

Goal 4: Deliver a Cleaner and Safer Environment for Palau through our Core Mission

Over the next five years, EQPB will work with partners to better safeguard human health; maintain, restore, and improve water quality; minimize and mitigate the impacts of development projects on our environment and society and address the problems of pollution (wastewater, solid waste and chemical waste).

We will do this through partnerships with state and national governments, collaborating agencies, the development sector and other key partners.



Gearing up to manage hazardous waste

Goal 4: Deliver a cleaner and safer environment for Palau through our core mission		
Strategy: Eliminate, Minimize and Mitigate the environmental impacts of Palau's economic development.		
Outcomes	High Level Indicative Actions	Outputs
4.1 By 2025 Palau's development focused environmental assessments are comprehensive and result in sound decision making.	✓ Institutionalize the use of assessments that determine cumulative impacts as part of the EA and EIS process. ✓ Identify landscapes and ecosystems in Palau where the use of cumulative impact assessment is needed ✓ Develop a methodology for assessing cumulative impacts that is Palau specific. ✓ Continue to work with developers to understand the full suite of assessments required in Palau's environmental assessments	✓ Cumulative impact assessment methodology ✓ Documentation of areas and situations requiring cumulative impact assessment. ✓ Conduct workshops with EA preparers and other stakeholders on the EA requirements.
Strategy: Protect Environment and Human Health		
Outcomes	High Level Indicative Actions	Outputs
4.2 By 2025 EQPB has improved its permitting and compliance inspection processes through the use of streamlined processes and improved data collection methodologies.	✓ Improve our data collection, archiving and analysis ✓ Develop Performance Indicators that we will use to demonstrate environmental and Human health ✓ Publish environment/human health indices /create a dashboard that communicates this. ✓ Develop standardized permitting data collection methodology	✓ Data collection methodology ✓ Environment Key Performance Indicators dashboard
Strategy: Address external factors and emerging issues		
Outcomes	High Level Indicative Actions	Outputs
4.3 By 2025, EQPB has developed a process to capture and quantify its progress in meeting Palau's	✓ Conduct baseline assessment for PoPs ✓ Conduct baseline assessment for Ozone	✓ Baseline assessments ✓ Development of monitoring program

commitments under at least three of its international convention obligations.	depleting substances in country ✓ Conduct baseline assessment on mercury pollution extent in Palau ✓ After baseline assessments develop and implement a monitoring program	
Strategy: Address external factors and emerging issues		
Outcomes	High Level Indicative Actions	Outputs
4.4 By 2025 a strengthened and environmentally sound chemical management framework for chemicals and hazardous waste is in place.	✓ Update National Chemicals and Hazardous Waste Management Policy updated with associated Action Plan ✓ Establish centralized data management system for chemicals and waste ✓ Strengthen national capacity to implement and enforce sound chemicals and waste management ✓ Develop a national permitting and registration system for chemicals and hazardous substances	✓ Updated National Chemicals and Hazardous Waste Management Policy, ✓ National Chemicals and Hazardous Waste Action Plan, ✓ Chemicals and waste database ✓ Vocational training program with training modules on sound chemicals and waste management ✓ National Registry for Chemicals and Hazardous Substances

3.0 Monitoring and Evaluation

EQPB will know if it successfully implemented its strategies and achieved the desired outcomes by assessing the implementation progress and strength of the 2021 to 2025 Strategic Plan. It will look to the Key Performance Indicators dashboard that is being developed as an output of this strategic plan to determine if it achieved the environmental and social impact that it intended.

The following table is a monitoring table that assesses the efficiency of the EQPB in implementing this plan. It assesses progress instead of impact. The indicators are aggregated around an outcome and the timeframe will be informed through EQPB's annual work planning process.

Goal 1: EQPB is an Effective and High Performing Organization		
Outcome	Indicator	By When
1.1 By 2025 EQPB has developed and retained a workforce that is equipped with the technical skills and knowledge to meet its mandate and to address emerging environmental challenges	✓ Capacity building plan ✓ Vacant key positions are filled	TBD
1.2 By 2025 a culture for learning, results focus management and cooperative	✓ Team building workshops, team meetings and team learning are scheduled into annual Division calendars.	At the end of the year during work planning.
1.3 By 2025 EQPB has a diverse funding portfolio to support its operations.	✓ Mitigation fund collection is increased ✓ staff capacity to design and draft proposals to secure grant funding	TBD
1.4 By 2025 EQPB has secured the financial commitment from either national government or a donor to construct a building to house its operations.	✓ Written agreement from donor to fund EQPB building	TBD
Goal 2: National and State's environmental management capacity is supported by EQPB		
Outcome	Indicator	By When
2.1 By 2025 at least 5 states have institutionalized environmental management processes in their master plan	✓ EQPB and State MOUs on environment management training.	TBD
Goal 3: The Palauan People and Government value EQPB's role in ensuring a healthy populace and sustainable economic development.		
Outcome	Indicator	By When
3.1 By 2025, the EQPB will have advocates that speak on its behalf in key stakeholder groups and in key sectors	✓ # of instances and # of media reports where key sector groups communicate EQPB's value to their sector	TBD
3.2 By 2025 EQPB's annual budget share that is funded	✓ EQPB budget allocation increase	TBD

by the OEK is increased by 25%

Outcome	Indicator	By When
4.1 By 2025 Palau's development focused Environmental Assessments are comprehensive and result in sound decision making.	✓ Increase in compliance of comprehensive EA assessments	TBD
4.2 By 2025 EQPB has improved its permitting and compliance inspection processes through the use of streamlined processes and improved data collection methodologies	✓ Data Collection methodology created ✓ Data base created ✓ Data trends analyzed and reported	TBD
4.3 By 2025, Palau has developed a process to capture and quantify its progress in meeting its commitment under at least three of its international convention commitments.	✓ Baseline information collected on at least 3 international conventions ✓ Monitoring conducted ✓ Trend report published	TBD
4.4 By 2025 a strengthened and environmentally sound chemical management framework for chemicals and hazardous waste is in place.	✓ Updated Chemicals and Waste Policy ✓ Chemicals and Waste Action Plan created ✓ Data base created ✓ Chemical mgmt. training created ✓ # of persons trained ✓ National Registry for Chemicals and Hazardous substances created	TBD

ANNEX: EQPB Operational Structure

The Palau EQPB has 7 Divisions. Each division has multiple programs that work to protect Palau's environment and ensure sustainable use of natural resources. Staff are guided by division mandates and work towards achieving programmatic objectives as well as the agency's goals.

I. Administrative & Support Services Division

Division Mandate:

To *Plan, Organize, Staff, Direct, Coordinate, Report, and Budget* all activities and provide necessary support for all Divisions to ensure EQPB mandate and Regulations are implemented and enforced.

Programmatic Actions for this planning cycle

- ✓ Improve capacity building in the various work processes as required of the Administration and Support Division (ASD).
- ✓ Improve data collection, tracking and management to enable better documentation of data, efficient tracking of projects, efficient management of office documents and improve communication with customers. (IT consultant training)
- ✓ Develop SOPs to ensure tasks are achieved in an effective, accurate, and timely manner.
- ✓ Cross-train with the other Divisions and provide its linkage to the mandate of each Division to ensure EQPB mandate is achieved.

The Administration and Supporting Services Division exists to: provide all necessary administrative support to all divisions including personnel, fiscal, and asset management; procurement of supplies and services; and clerical and other day-to-day tasks to ensure the Office of the Environmental Quality Protection Board runs smoothly and efficiently.

	Task	Description
1	Personnel Management	Initiate personnel actions and performance evaluations; staff recruitment and termination including employment contracts. Provide employee orientation for new hires. Manage personnel files to ensure all employment records are up to date.
2	Procurement	Oversee the procurement of all supplies, equipment, and other services needed by all divisions.
3	Budget Management	Manage all EQPB accounts including grant accounts. Keep records up to date and provide financial reporting assistance to all grants.
4	Administrative Support	Receive and direct inquiries/applications accordingly; Prepare and submit timesheets ensuring all leave applications are reflected;
5	Records Management	Log and manage Permit Application files, Communications files, Procurement records, Complaints Log. Properly manage and archive hard copies of all files.
6	Asset Management	Maintain inventory of all vehicles, boat, and office equipment. Ensure regular maintenance of vehicles and boats.
7	Administrative support to the Board of Directors	Arrange Board meetings, record and documents meetings, disseminate minutes accordingly, record attendance and requisition compensation, and maintain Board records. Provide orientation for new board members.

II. Water Quality and Laboratory Services Division

Division Mandate:

The role of the Palau EQPB Laboratory is to regulate/monitor the quality of the Palau Public Water Supply Systems (PWSS), Palau marine waters and rainwater catchment from schools upon request to make sure that the drinking and marine waters are safe for public use.

Programmatic Actions for this planning cycle

- ✓ Carry out the Core Business Process for the Laboratory as stated below.
- ✓ Provide more training on Water Quality as requested by States, work with PPUC water management team to identify means to improve water quality throughout Palau
- ✓ Collaborate with US EPA Technical Experts and secure Technical Assistance for the laboratory Certification Program
- ✓ Increase testing of PWSS in the Babeldaob and Outlying States, currently being done once per month in Babeldaob and at least one per quarter in Outlying States.
- ✓ Implementation of the Updated PWSS Regulations that will regulate Bottled Water Companies.
- ✓ Revisit schedule and location of marine testing sites to ensure that community benefits are maximized.
- ✓ Continue to maintain Certification status of the Laboratory and its technicians
- ✓ Education and awareness raising on water safety, including rain catchment tank maintenance.

Key Water Quality & Laboratory Activities

No.	Palau Public Water Supply Systems	Descriptions
1	Koror/Airai	Chlorine, Turbidity, &Bacteria Testing
2	Outer states (Outside of Koror/Airai)	Chlorine, Turbidity, &Bacteria Testing
3	Hospital Water Supply System	Chlorine, Turbidity, &Bacteria Testing
4	Bottled Water (not regulated, but tested by EQPB)	Tabecheding, Aqua
5	Rain Catchment	Public Schools/Private Requests
6	Marine Water	Koror/Airai Testing
		Rural States Testing
		Malakal Sewer Outfall & M-Dock Landfill
7	Response to complaints of possible contamination of marine and freshwater bodies	
8	Inspection of EQPB pre-permit and Permitted sites	

III. ENVIRONMENTAL PERMITTING DIVISION

Division Mandate:

Oversee all permit applications as required under regulations. Review permit applications, conduct site inspections and prepare permit conditions for commercial, government and private development projects. Provide technical assistance and consultation to the technical staff, the Board, developers, and public as requested. Review and critique Environmental Assessments (EAs) and Environmental Impact Statements (EISs) to assess cause-effect of environmental impacts, and propose avoidance, minimization, and mitigation measures. Provide technical consultation to national and state governments regarding improvements to infrastructure elements including solid waste management, wastewater management, and public water supply management.

Programmatic Actions for this planning cycle

- ✓ Review/revise all permitting forms, align with updated regulations
- ✓ Provide technical assistance for regulations review/update, to complete 9 regulation updates
- ✓ Secure funding to ensure continuity of two (2) engineers, fill the vacancies for an Environmental Permitting Manager, and one (1) Engineering Technicians
- ✓ Provide in-house training for EQPB staff
- ✓ Provide technical assistance in the form of training to state governments, as requested

Key Section Activities

No.	Description
1.	Permit Application Review and Preparation of Permit conditions
2.	Technical Assistance
3.	Environmental Assessment (EA) and Environmental Impact Statement (EIS) Review and critique
4.	Address long standing infrastructure problems in the areas of solid waste management, hazardous waste management, wastewater, and public water supply management
5.	Perform site inspections for permitting and preparation of permit conditions

IV. MONITORING AND COMPLIANCE DIVISION

Division Mandate:

To conduct all monitoring inspections of permitted developments to ensure that the permit conditions are followed during and after construction to ensure compliance with the conditions and EQPB regulations.

To respond to complaints by the public regarding potential violations of the EQPB regulations, either regarding permitted or un- permitted activities. Reduce and mitigate the effects of hazardous materials spills in our vulnerable environment. Conduct educational drives to reduce the presence of hazardous materials on the island, and to regulate pesticide use on the island. Regulate, control, and monitor importation and distribution of hazardous materials, and **identify ODS on the island. Identify and then what?**

Programmatic Actions for this planning cycle

- ✓ To effectively reduce erosion run-off from project sites through increased site monitoring from 1 to 2 times
- ✓ To effectively improve wastewater system installation during construction through increased site monitoring from 1 to 2
- ✓ To develop project reports after each site inspection and submit to the CEO immediately with recommendations for improvements based on EQPB's Regulatory requirement
- ✓ To ensure that all existing auto shops, power plants, fuel dispensing companies are permitted and in compliance with EQPB regulatory requirements
- ✓ To ensure that quarterly trainings are held with the State public works officers, PAN Officers, on road maintenance, SPCC plans, Pesticides Safety Use, ESCP and other areas where capacity building and awareness raising can be collaborated with the State. Collaborate with ALL Sections on this.
- ✓ By end of March 2021, New RAC officers will be inaugurated and help ODS lead this work.
- ✓ The Division will develop a Standard Operating Procedure by end of December 2021 to ensure that the assigned tasks of the Division are implemented in a coordinated, effective, result-driven and time-bound manner
- ✓ Establish and adopt different BMPs with different establishments to assist compliance of EQPB regulations and permit conditions to minimize environmental impacts.
- ✓ **To ensure that Palau complies with the mandate of the Montreal Protocol by increasing joint monitoring and inspection with the Bureau of Customs.**

Key Compliance & Monitoring Division Activities

No.	Description
1.	Monitoring of permitted projects and follow-up inspections
2.	Respond to complaints regarding potential hazardous material pollution
3.	Implement mitigation measures for confirmed hazardous materials incidents
4.	Institute preventative measures to minimize harmful impacts of hazardous materials incidents
5.	Farm and pesticide dealer inspections
6.	Pesticides Applicator Training and pesticides tracking system
7.	Regulate phase-out of ozone depleting substances, specifically refrigerants, as required under the Montreal Protocol

8.	RHC Technician Training to ensure technical skills are in line with the changing technology.
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EQPB restructured its organizational chart to designate an entire division to conduct follow up inspections. Additional steps being taken to address these deficiencies include obtaining additional vehicles and use of permit tracking to identify outstanding permits

V AIR QUALITY DIVISION

Division Mandate

The role of the Air Quality Division is to document stationary and mobile sources of air pollution and regulate/monitor the quality of the air in the Republic of Palau to ensure it is safe for public health.

Programmatic Actions for this planning cycle

- ✓ Maintain Palau's Status of having exceptional air quality
- ✓ To review, update and modernize the Air Quality Regulations as required under the TAP Grant 2020.
- ✓ Secure funding to fill the vacancies of Division Manager and Technician
- ✓ Draft budget request proposal, or seek grants, to enable procurement of air quality monitoring equipment
- ✓ To raise awareness about the health risks of bad air quality due to car exhausts, generator exhausts, smoke, smog from burning activities, etc.

Key Division Activities

No.	Description
1.	Develop position descriptions for Air Quality Division Manager and Technician comparable to programs in the Pacific Island Jurisdictions
2.	By December 2021, review and update the Air Pollution Control Regulations
3.	Seek and secure funding to fill vacancies in the division and to fund the procurement of monitoring equipment and others

VI LEGAL COUNSEL

Division Mandate

To deter environmental violation through enforcement actions pursuant to EQPB regulations, provide legal advice and services as directed by the Board and Chief Executive Officer to ensure EQPB regulations are enforced and complied with. Assist the Board and CEO with drafting of regulations.

Programmatic Actions for this planning cycle

- ✓ To amend Title 24 PNCA to broaden the use of EQPB Mitigation Trust Fund to accommodate

- ✓ EQPB's needs of staffing and operations of EQPB that cannot be met by the annual approved budget;
- ✓ To review and update the remaining EQPB regulations that need to be modernized
- ✓ To review and strengthen EQPB standard permit conditions;
- ✓ To draft EQPB policies to enable strict observation of EQPB permit conditions;
- ✓ To continue conducting enforcement actions for non-compliance of EQPA and EQPB regulations.

Key activities of the Legal Division

No.	Description
1.	Drafting of regulations and forms
2.	Success of legal actions
3.	Minimizing legal actions taken against EQPB
4.	Using the regulatory enforcement process to move violators into compliance and reduce future violations
5.	Assisting other government committees and agencies with environmentally related requests
6.	Reducing appeals of civil orders imposing fines or conditions to the Board

VII EDUCATION AND OUTREACH PROGRAMS

Division Mandate

Raise public awareness of environmental issues and EQPB regulations to ensure better environmental protection through increased compliance with EQPB regulations, as well as protect public health. Aside from awareness building, this section also reports on EQPB and Palau activities related to international conventions and implements related grants. Under this section is also the GIS/IT whose portfolio includes data management for EQPB.

Programmatic actions for this planning cycle

- ✓ To implement EQPB Strategic Plan 2021 – 2025.
- ✓ Increase public awareness on EQPB regulations.
- ✓ To have a more positive presence in the community.
- ✓ To ensure all grant work are coordinated and implemented.
- ✓ To develop an EQPB data base that is user friendly and effective.
- ✓ Build capacity for all staff to enable use of data base in the performance of task.

Key Activities of the Education and Outreach Division

No.	Description
1.	Community Outreach and Awareness

2.	Major events i.e Earth Day
3.	Public relations: ensure EQPB activities are publicized on all media outlets available
4.	Public Hearings: organize and coordinate when necessary
5.	Workshops: assist in organizing and facilitating when necessary
6.	Develop regular press releases and pamphlets to build public awareness on EQPB programs and activities.
7.	Coordinate activities which fulfill obligations toward international conventions and/or grants in which EQPB is the focal point or an implementing agency
8.	Provide information management and IT support to all EQPB sections

VIII EQPB as a Focal Point for Multilateral Conventions

The EQPB also serves as the Palau Focal Point/Competent Authority/Contact for the following international and regional initiatives:

1. Montreal Protocol
2. Basel Convention Competent Authority
3. Stockholm Convention Competent Authority
4. Minamata Convention Competent Authority
5. Strategic Approach to International Chemicals Management
6. SPREP for Hazardous Materials
7. PACWASTE Project Steering Committee: Palau Primary Representative