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**Department of Environment and Natural Resources**  
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**APR 29 2015**

**ADMINISTRATIVE ORDER**

No. 2015 - 06

**SUBJECT : Providing for the Revised Organizational Structure and Functions of the Mines and Geosciences Bureau Pursuant to its Approved Rationalization Plan**

Pursuant to Executive Order No. 366 dated 04 October 2004 in re: *Directing a Strategic Review of the Operations and Organizations of the Executive Branch and Providing Options and Incentives for Government Employees Who May Be Affected by the Rationalization of the Functions and Agencies of the Executive Branch*, and in compliance with the Rationalization Plan of the Mines and Geosciences Bureau (MGB) approved by the Department of Budget and Management (DBM) on 02 May 2013, the organizational structure and functions of the MGB are hereby revised for the guidance of all concerned:

**Section 1. Organizational Structure**

The MGB's organizational structure shall consist of a central office and fifteen (15) regional offices, as well as district and other pertinent offices that may be hereinafter created.

The Director shall be the Chief Executive who has the prime authority and responsibility to carry out the mandate, and discharge the powers and functions of the MGB, under the supervision and control of the Secretary of the Department of Environment and Natural Resources (DENR).

The Regional Director shall primarily carry out the mandate and discharge the powers and functions of the MGB at the regional level, under the supervision and control of the Director.

**Section 2. Functional Statements**

The organizational subdivisions and their major functions are as follows:

**Central Office**

**2.1 Office of the Director**

The Office of the Director shall exercise overall management, supervision and control of all divisions and other units of the central and regional offices of the MGB; implement the MGB's mandate of taking direct charge in the administration and disposition of mineral lands and mineral resources; promulgate rules and regulations, policies and programs relating to mineral resources management and geosciences development; and perform such other duties and functions as may be assigned by the DENR Secretary and/or provided by law.

The Central Office shall have the following divisions:



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## **2.1.1 Planning, Policy and International Affairs Division**

The Planning, Policy and International Affairs Division (PPIAD) shall undertake planning, programming, and monitoring and evaluation of programs/projects/activities; initiate the formulation of policies; coordinate the development and implementation of programs/projects and formulation of policies; initiate, coordinate and maintain international cooperation and commitments; and coordinate the design and installation of and maintain the national and regional management information system.

It shall have the following sections:

### **2.1.1.1 Planning and Monitoring Section**

The function/s of the Planning and Monitoring Section shall be as follows:

- Undertakes planning, programming and monitoring of implementation of central and regional programs/projects/activities; and
- Provides planning standards and guidelines.

### **2.1.1.2 Policy Studies and Project Development Section**

The function/s of the Policy Studies and Project Development Section shall be as follows:

- Initiates/coordinates the formulation of policies for the effective and efficient implementation of programs/projects/activities;
- Coordinates project development and evaluates project proposals for project identification, prioritization and implementation; and
- Coordinates and maintains international cooperation and commitments on the development, management and conservation of the country's mineral resources, and the promotion and development of geosciences.

### **2.1.1.3 Information System Group**

The function/s of the Information System Group Section shall be as follows:

- Designs, installs and maintains the national and regional management information system in coordination with various units of the Central and Regional Offices.

## **2.1.2 Mineral Economics, Information And Publication Division**

The Mineral Economics, Information and Publication Division (MEIPD) shall conduct policy studies on mineral economics and provide information on mining and geosciences.

It shall have the following sections:

### **2.1.2.1 Mineral Economics Section**

The function/s of the Mineral Economics Section shall be as follows:

- Conducts policy studies relating to mineral economics (including production, demand and supply, prices and government share in mining) for planning, policy formulation and decision making purposes;
- Provides information on the contribution of mining to the economy; and
- Undertakes final evaluation of the financial and economic components of proposed mining projects.

### **2.1.2.2 Mineral Statistics Section**

The function/s of the Mineral Statistics Section shall be as follows:

- Evaluates mineral statistical reports; and
- Undertakes market forecasting.

### **2.1.2.3 Mineral Information and Publication Section**

The function/s of the Mineral Information and Publication Section shall be as follows:

- Develops and implements a mining and geosciences communication plan;
- Publishes information materials on mining and geosciences; and
- Maintains the Central Office Library and website.

### **2.1.3 Administrative Division**

The Administrative Division (AD) shall undertake human resource, property and records management.

It shall have the following sections:

#### **2.1.3.1 Human Resource Management Section**

The function/s of the Human Resource Management Section shall be as follows:

- Implements plans and programs on human resource management (including human resource development, civil service rules and regulations); and
- Undertakes Research and Development on human resource management and other administrative concerns.

#### **2.1.3.2 Cashiering Section**

The function/s of the Cashiering Section shall be as follows:

- Collects payments and receives funds;
- Disburses funds; and
- Acts as temporary custodian of payments and funds.

#### **2.1.3.3 Property Management Section**

The function/s of the Property Management Section shall be as follows:

- Procures, distributes and stores supplies, materials and equipment; and
- Acts as the overall custodian of government property.

#### **2.1.3.4 General Services Section**

The function/s of the General Services Section shall be as follows:

- Undertakes the maintenance of buildings and other improvements, equipment, and furniture and fixture; and
- Provides safety, security, housekeeping and transport services.

#### **2.1.3.5 Records Management Section**

The function/s of the Records Management Section shall be as follows:

- Receives and releases records/documents;
- Undertakes maintenance of records/documents; and
- Acts as the overall custodian of government records/documents.

## **2.1.4 Financial Management Division**

The Financial Management Division (FMD) shall undertake financial analysis in support to planning, controlling and decision-making.

It shall have the following sections:

### **2.1.4.1 Accounting Section**

The function/s of the Accounting Section shall be as follows:

- Undertakes accounting procedures in the Central Office and provides accounting services;
- Implements accounting and auditing rules and regulations; and
- Reviews accounting policies and recommends measures for effective financial management.

### **2.1.4.2 Budget Section**

The function/s of the Budget Section shall be as follows:

- Undertakes budgeting procedures in the Central Office and provides budgeting services;
- Implements budgeting rules and regulations; and
- Reviews budgetary policies and recommends measures for effective financial management.

### **2.1.4.3 Financial Service Group**

The function/s of the Financial Service Section shall be as follows:

- Administers the internal operations of the Division;
- Monitors the implementation of financial controls of the Central Office and consults the results thereof;
- Provides/recommends financial insights to all segments of the Division to ensure that the day-to-day financial transactions are carried out in proper way; and
- Reviews and consolidates budget proposals, budget accountability reports and financial accounts of Regional Offices.

## **2.1.5 Mine Safety, Environment And Social Development Division**

The Mine Safety, Environment and Social Development Division (MSESDD) shall conduct the final evaluation/review, audit of implementation and Research and Development for the enhancement of programs on, promote best practices in and investigate incidents/complaints relating to mine safety and health, environmental management and social development.

It shall have the following sections:

### **2.1.5.1 Mine Environmental Management Section**

The function/s of the Mine Environmental Management Section shall be as follows:

- Conducts final evaluation of environmental management programs; and
- Promotes best practices in environmental management.

### **2.1.5.2 Mine Environmental Audit Section**

The function/s of the Mine Environmental Audit Section shall be as follows:

- Conducts audit of implementation of environmental management programs for exploration and progressive rehabilitation;

- Conducts Research and Development on the enhancement of environmental management;
- Validates ancillary environmental programs; and
- Conducts investigations of special cases relating to environmental management.

### **2.1.5.3 Mine Rehabilitation Section**

The function/s of the Mine Rehabilitation Section shall be as follows:

- Evaluates mine rehabilitation plans for abandoned mines;
- Conducts audit of implementation of environmental management programs for final mine rehabilitation;
- Promotes best practices on final mine rehabilitation;
- Conducts Research and Development on final mine rehabilitation; and
- Investigates incidents/complaints relating to abandoned mines.

### **2.1.5.4 Mine Safety and Health Section**

The function/s of the Mine Safety and Health Section shall be as follows:

- Reviews mine safety and health programs;
- Conducts audit of implementation of mine safety and health programs;
- Conducts Research and Development on the enhancement of mine safety and health;
- Promotes best practices in mine safety and health; and
- Investigates incidents/complaints relating to mine safety and health.

### **2.1.5.5 Social Development Section**

The function/s of the Social Development Section shall be as follows:

- Reviews social development programs;
- Conducts audit of implementation of social development programs;
- Conducts Research and Development on the enhancement of social development programs;
- Promotes best practices in social development; and
- Investigates complaints relating to social development.

## **2.1.6 Mining Tenements Management Division**

The Mining Tenements Management Division (MTMD) shall undertake final evaluation of all mining applications, conduct audit of the disposition of mineral lands and resources, and manage the Mineral Rights Management System.

It shall have the following sections:

### **2.1.6.1 Mining Permit Evaluation Section**

The function/s of the Mining Permit Evaluation Section shall be as follows:

- Undertakes final evaluation and recommends approval or denial of mining permit applications;
- Undertakes final evaluation and recommends approval or denial of operating agreements/assignments involving mining permits and mining permit applications; and
- Evaluates appeals/motions for reconsideration in connection with the cancellation of/denial of applications for mining permits and denial of area status and clearance; and
- Undertakes final evaluation and recommends approval or denial of Declaration of Mining Project Feasibility involving Exploration Permits.

### **2.1.6.2 Mining Contract Evaluation Section**

The function/s of the Mining Contract Evaluation Section shall be as follows:

- Undertakes final evaluation and recommends approval or denial of mining contract applications;
- Undertakes final evaluation and recommends approval or denial of operating agreements/assignments involving mining contracts and mining contract applications;
- Evaluates appeals/motions for reconsideration in connection with the cancellation of/denial of applications for mining contracts and denial of area status and clearance; and
- Undertakes final evaluation and recommends approval or denial of Declaration of Mining Project Feasibility involving mining contracts.

### **2.1.6.3 Mineral Lands Survey Section**

The function/s of the Mineral Lands Survey Section shall be as follows:

- Undertakes final evaluation of applications for survey order and survey returns, and survey plans in areas within mineral reservations;
- Verifies mining tenement boundaries in connection with mining applications and in cases of conflicts/adverse claims/oppositions in areas within mineral reservation;
- Assists in the final evaluation of mining applications in relation to mining tenement boundaries;
- Manages the national mining tenement control map; and
- Reviews the deputation of Geodetic Engineers.

### **2.1.6.4 Mining Tenement Audit Section**

The function/s of the Mining Tenement Audit Section shall be as follows:

- Undertakes audit of the disposition and utilization of mineral lands and resources; and
- Evaluates applications for renewal of the Exploration Period of mining contracts, and recommendations for cancellation of mining permits/contracts.

### **2.1.6.5 Mineral Rights Management System Section**

The function/s of the Mineral Rights Management System Section shall be as follows:

- Maintains the National Mineral Rights Management System (MRMS); and
- Assists in the maintenance of Regional MRMS.

## **2.1.7 Marine Geological Survey Division**

The Marine Geological Survey Division (MGSD) shall undertake marine geoscientific surveys (including coastal/offshore geohazard assessment, mineral exploration and geo-environmental study), and Research and Development on geosciences, and provide marine geoscientific services.

It shall have the following sections:

### **2.1.7.1 Marine Mineral Exploration Section**

The function/s of the Marine Mineral Exploration Section shall be as follows:

- Supervises and provides support to the regional offices in the conduct of marine mineral exploration of offshore areas;

- Conducts Research and Development on mineral deposits and exploration;
- Evaluates the marine geological component of proposed mining projects; and
- Provides marine mineral exploration services.

### **2.1.7.2 Coastal and Offshore Geological Survey Section**

The function/s of the Coastal and Offshore Geological Survey Section shall be as follows:

- Conducts offshore geological surveys (including geohazard assessment);
- Supervises and provides support to the regional offices in the conduct of coastal geological surveys (including geohazard assessment);
- Conducts Research and Development on marine geology (including environmental geology, geo-technology and impacts of climate change); and
- Provides coastal and offshore geological survey services.

### **2.1.7.3 Marine Technical Services Section**

The function/s of the Marine Technical Services Section shall be as follows:

- Manages the operation and maintenance of survey vessel/s, and survey equipment and instruments.

### **2.1.7.4 Marine Geological Information Management Section**

The function/s of the Marine Geological Information Management Section shall be as follows:

- Acts as custodian of and manages marine geological data;
- Supervises and provides support to the regional offices in the conduct of Information, Education and Communication campaigns on marine geosciences (including geology, geohazard, rocks and mineral deposits, hydrogeology); and
- Manages a mineral sample library.

## **2.1.8 Lands Geological Survey Division**

The Lands Geological Survey Division (LGSD) shall manage the national geoscience programs on land geoscientific surveys (including geological mapping, mineral exploration, geohazard assessment, hydrogeological exploration and vulnerability assessment, and engineering geological and geo-environmental studies) and establishment of mineral reservations; conduct Research and Development on geosciences; and provide geological laboratory and information services.

It shall have the following sections:

### **2.1.8.1 General Geology Section**

The function/s of the General Geology Section shall be as follows:

- Supervises and provides support to the regional offices in the conduct of geological mapping, and other specialized studies involving stratigraphy, structural geology and tectonics, and geomorphology, among others; and
- Conducts Research and Development on geosciences.

### **2.1.8.2 Economic Geology Section**

The function/s of the Economic Geology Section shall be as follows:

- Supervises and provides support to the regional offices in the conduct of mineral exploration (including characterization and modelling of mineral deposits);
- Manages the establishment of mineral reservations;
- Manages drilling equipment; and
- Conducts Research and Development on mineral exploration.

### **2.1.8.3 Hydrogeology and Environmental Geology Section**

The function/s of the Hydrogeology and Environmental Geology Section shall be as follows:

- Supervises and provides support to the regional offices in the conduct of hydrogeological exploration and vulnerability assessment;
- Supervises and provides support to the regional offices in the conduct of geo-environmental studies (including assessment of possible solid waste disposal sites and studies on climate change and other environmental impacts); and
- Conducts Research and Development on hydrogeology and environmental geology.

### **2.1.8.4 Geohazard and Engineering Geology Section**

The function/s of the Geohazard and Engineering Geology Section shall be as follows:

- Supervises and provides support to the regional offices in the conduct of geohazard and risk assessment (including hazard modelling, and engineering geological studies);
- Supervises and provides support to the regional offices in the conduct of relocation/resettlement and evacuation site assessment in support to disaster risk reduction and management programs; and
- Conducts Research and Development on geohazard and engineering geology.

### **2.1.8.5 Geological Laboratory Services Section**

The function/s of the Geological Laboratory Services Section shall be as follows:

- Provides services on geological laboratory analysis of minerals/ores, rocks, soil, sediments, fossils, water and other types of samples;
- Provides support services to satellite laboratories in the regions; and
- Conducts Research and Development on analytical laboratory methods.

### **2.1.8.6 Lands Geological Information Management Section**

The function/s of the Lands Geological Information Management Section shall be as follows:

- Acts as custodian of and manages lands geological data (including remote sensing data);
- Supervises and provides support to the regional offices in the conduct of Information, Education and Communication campaigns on geosciences (including geology, geohazard, rocks and mineral deposits, hydrogeology);
- Manages the mines and geosciences museum; and
- Conducts Research and Development on geological information technology and management.

## **2.1.9 Mining Technology Division**

The Mining Technology Division (MTD) shall conduct Research and Development for the advancement of mining technologies; provide and coordinate mining

technology support services; implement the technology transfer provisions of existing laws, and rules and regulations; implement the National Small-Scale Mining Program; and assist in the conduct of investigation of complaints (including illegal mining activities).

It shall have the following sections:

#### **2.1.9.1 Mining Technology Development Section**

The function/s of the Mining Technology Development Section shall be as follows:

- Undertakes Research and Development on mine development and production; and
- Provides mining technology support services.

#### **2.1.9.2 Mineral Reserves Inventory Section**

The function/s of the Mineral Reserves Inventory Section shall be as follows:

- Supervises and provides support to the regional offices in the validation of mineral reserves of mining operations;
- Conducts an inventory of mineral reserves;
- Manages a mineral reserves information system; and
- Undertakes Research and Development on mineral reserves.

#### **2.1.9.3 Mine Evaluation and Enforcement Section**

The function/s of the Mine Evaluation and Enforcement Section shall be as follows:

- Conducts/Assists in the investigation of complaints (including illegal mining activities);
- Evaluates the mine plan and design component of proposed mining projects; and
- Implements the technology transfer provisions of existing laws, rules and regulations.

#### **2.1.9.4 Small-Scale Mining Development Section**

The function/s of the Small-Scale Mining Development Section shall be as follows:

- Manages the implementation of the National Small-Scale Mining Program; and
- Provides technical assistance on mining methods and mine safety.

### **2.1.10 Metallurgical Technology Division**

The Metallurgical Technology Division (MeTD) shall develop metallurgical processes of beneficiating/extracting minerals/metals from ores; provide metallurgical and analytical services to the various mining stakeholders; and conduct audit of mineral processing operations.

It shall have the following sections:

#### **2.1.10.1 Mineral Processing Research and Development Section**

The function/s of the Mineral Processing Research and Development Section shall be as follows:

- Undertakes Research and Development to determine the feasibility of upgrading and recovering minerals/metals; and
- Prepares project proposals for Research and Development on mineral processing and extractive metallurgy.

### **2.1.10.2 Mineral Processing Service and Audit Section**

The function/s of the Mineral Processing Service and Audit Section shall be as follows:

- Provides services by undertaking various metallurgical bench and pilot laboratory tests on ores, minerals and metallurgical products/by-products;
- Evaluates the mineral processing component of proposed mining projects;
- Conducts audit on the compliance with the terms and conditions of Mineral Processing Permit; and
- Assists in the investigation of illegal mining (including mineral processing operations).

### **2.1.10.3 Chemical Laboratory Service Section**

The function/s of the Chemical Laboratory Service Section shall be as follows:

- Provides services on chemical and physical analysis of minerals/ores and metallurgical products;
- Participates in the conduct of metallurgical research projects; and
- Conducts research and development on substitute and alternative procedures for rapid and cost effective analysis.

### **2.1.10.4 Mechanical-Electrical Service Section**

The function/s of the Mechanical-Electrical Service Section shall be as follows:

- Repairs and maintains various metallurgical and analytical equipment of the Division and other office equipment and facilities of the MGB;
- Provides mechanical/electrical designs of equipment, machineries and infrastructure (including plans and layouts, specification, and bill of materials); and
- Assists in the inspection of mechanical and electrical installations of mining operations.

### **2.1.11 Legal Service Division**

The Legal Service Division (LSD) shall provide legal services to the Central Office for the effective and efficient implementation of laws, rules and regulations and policies, relating to the administration and disposition of mineral lands and resources.

The sections of the Division and their functions are as follows:

#### **2.1.11.1 Legal Review and Research Section**

The function/s of the Legal Review and Research Section shall be as follows:

- Advises on implementation of existing laws, rules and regulations and policies;
- Assists in the formulation of laws, rules and regulations and policies relating to the administration and disposition of mineral lands and resources;
- Assists in the review of contracts, agreements, permits and other related documents and concerns; and
- Conducts legal researches and studies.

#### **2.1.11.2 Investigation Section**

The function/s of the Investigation Section shall be as follows:

- Investigates and assists in the resolution of special cases and appeals; and

- Assists in the investigation of illegal mining and administrative cases/complaints; assessment of compensation for damages; and prosecution of violators.

## **REGIONAL OFFICE**

### **2.2 Office of the Regional Director**

The Office of the Regional Director shall implement at the regional level the pertinent laws, policies, rules and regulations and programs; exercise the management functions of planning, organizing, directing and controlling; undertake Information, Education and Communication campaign; and perform such other duties and functions as may be provided by law or delegated by the Director.

The Office shall have the following divisions:

#### **2.2.1 Finance and Administrative Division**

The Finance and Administrative Division (FAD) shall provide general administrative services pertaining to human and financial resources and property and records management.

It shall have the following sections:

##### **2.2.1.1 Finance Section**

The function/s of the Finance Section shall be as follows:

- Provides budgeting and accounting services.

##### **2.2.1.2 Administrative Section**

The function/s of the Administrative Section shall be as follows:

- Provides services on human resource, property and records management, including cashiering and other general services.

#### **2.2.2 Geosciences Division**

The Geosciences Division (GD) shall undertake land and marine geoscientific surveys (including mineral exploration, geological mapping, geohazard assessment, groundwater resource exploration and vulnerability assessment, and engineering geological and geo-environmental studies) and provide geological laboratory and information services.

It shall have the following sections:

##### **2.2.2.1 General and Economic Geology Section**

The function/s of the General and Economic Geology Section shall be as follows:

- Conducts geological mapping, and other specialized studies involving stratigraphy, structural geology and tectonics, and geomorphology, among others;
- Conducts mineral exploration (including characterization and modelling of mineral deposits);
- Undertakes the evaluation of proposed mineral reservation;
- Conducts validation and inventory of mineral resource;

- Assists in the evaluation of mining tenements in relation to mineral exploration; and
- Conducts Information, Education and Communication campaigns on geosciences (including geology, geohazard, rocks and mineral deposits, hydrogeology).

#### **2.2.2.2 Hydrogeology and Environmental Geology Section**

The function/s of the Hydrogeology and Environmental Geology Section shall be as follows:

- Conducts hydrogeological exploration and vulnerability assessment; and
- Conducts geo-environmental studies (including assessment of possible solid waste disposal sites and studies on climate change and other environmental impacts).

#### **2.2.2.3 Geohazard and Engineering Geology Section**

The function/s of Geohazard and Engineering Geology Section shall be as follows:

- Conducts geohazard and risk assessment (including hazard modelling, and engineering geological studies);
- Conducts relocation/resettlement and evacuation site assessment in support to disaster risk reduction and management programs; and
- Undertakes geological scoping and review of engineering geological and geohazard assessment reports.

#### **2.2.2.4 Geological Laboratory Services Section**

The function/s of the Geological Laboratory Services Section shall be as follows:

- Provides services on geological laboratory analysis of minerals/ores, rocks, soil, sediments, fossils, water and other types of samples.

### **2.2.3 Mine Management Division**

The Mine Management Division (MMD) shall undertake initial evaluation of mining and mining-related applications, monitoring of the disposition and utilization of mineral lands and resources, and survey of mineral lands.

It shall have the following sections:

#### **2.2.3.1 Mining Tenement Evaluation Section**

The function/s of the Mining Tenement Evaluation Section shall be as follows:

- Undertakes initial evaluation of mining and mining-related applications;
- Undertakes registration and maintains a registry of mining-related documents;
- Investigates and assists in the resolution of conflicts/adverse claims/oppositions concerning mining tenements;
- Evaluates the financial and economic components of proposed mining projects; and
- Maintains the Regional MRMS.

#### **2.2.3.2 Monitoring and Technical Services Section**

The function/s of the Monitoring and Technical Services Section shall be as follows:

- Undertakes monitoring of the disposition and utilization of mineral lands and resources;
- Validates mineral reserves of mining operations;
- Undertakes mineral statistical analysis; and

- Provides technical assistance to stakeholders.

### **2.2.3.3 Mineral Lands Survey Section**

The function/s of the Mineral Lands Survey Services Section shall be as follows:

- Undertakes evaluation of applications for survey order and survey returns, and survey plans in areas outside mineral reservations;
- Undertakes initial evaluation of applications for survey order and survey returns, and survey plans in areas within mineral reservations;
- Verifies mining tenement boundaries in connection with mining applications and in cases of conflicts/adverse claims/oppositions in areas outside mineral reservations;
- Assists in the evaluation of mining applications in relation to mining tenement boundaries;
- Manages the regional mining tenement control map; and
- Evaluates the deputation of Geodetic Engineers.

### **2.2.4 Mine Safety, Environment and Social Development Division**

The Mine Safety, Environment and Social Development Division (MSESDD) shall conduct the evaluation and monitoring of implementation of programs and investigate incidents/complaints on mine safety and health, environmental management and social development.

It shall have the following sections:

#### **2.2.4.1 Mine Environmental Management Section**

The function/s of the Mine Environmental Management Section shall be as follows:

- Conducts initial evaluation/validation of environmental management programs;
- Evaluates annual environmental management programs and small-scale mining environmental management plan;
- Conducts monitoring of implementation of environmental management programs and compliance with other environmental requirements; and
- Investigates incidents/complaints relating to environmental management and abandoned mines.

#### **2.2.4.2 Mine Safety and Health Section**

The function/s of the Mine Safety and Health Section shall be as follows:

- Evaluates mine safety and health programs and related permit applications;
- Conducts monitoring of implementation of mine safety and health programs and compliance with other mine safety and health requirements; and
- Investigates incidents/complaints relating to mine safety and health.

#### **2.2.4.3 Social Development Section**

The function/s of the Social Development Section shall be as follows:

The Social Development Section shall have the following functions:

- Evaluates social development programs;
- Conducts monitoring of implementation of social development programs and compliance with other social development requirements; and
- Investigates incidents/complaints relating to the implementation of social development programs.

**Section 3. Repealing Clause**

All Orders, Circulars and other policies of the DENR inconsistent herewith are hereby repealed or amended accordingly.

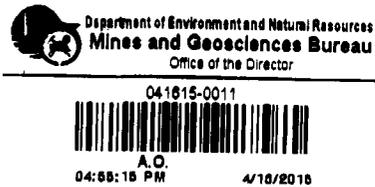
**Section 4. Effectivity**

This Administrative Order shall take effect fifteen (15) days after its complete publication in the Official Gazette or in a newspaper of general circulation and fifteen (15) days after registration with the Office of the National Administrative Register.

  
**RAMON J.P. PAJE**  
Secretary

Recommended by:

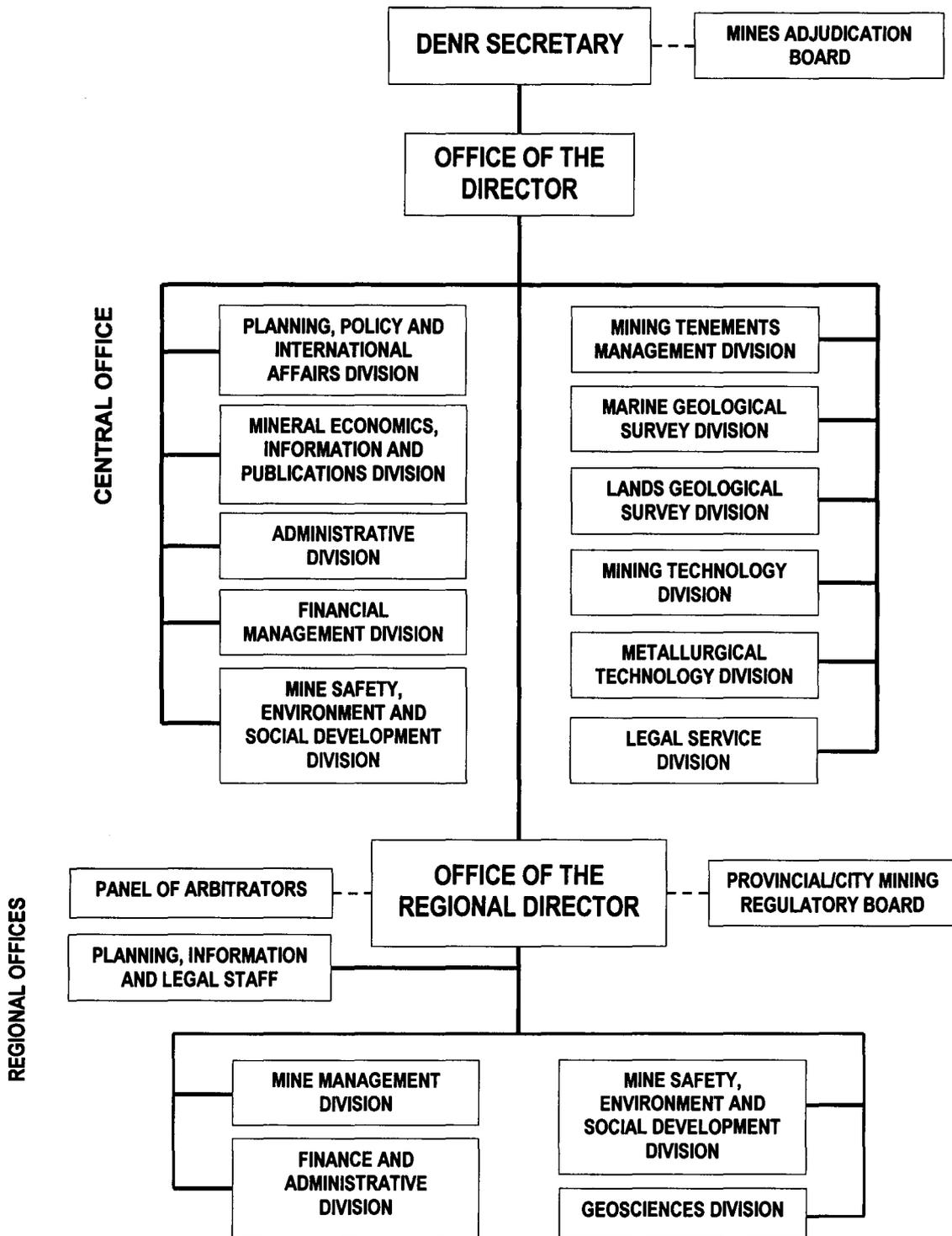
  
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**DENR-MGB ORGANIZATIONAL CHART**



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