

**[DENR ADMINISTRATIVE ORDER NO. 2013-26,
December 27, 2013]**

**REVISED GUIDELINES FOR DENR ACCREDITATION OF THIRD
PARTY SOURCE EMISSION TESTING FIRMS**

Pursuant to Sections 8 and 38 of Republic Act No. 8749 (Philippine Clean Air Act of 1999) and Rule XLVII, Section 2(c) of DAO 2000-81 (Implementing Rules and Regulations of the Clean Air Act), the Department of Environment and Natural Resources (DENR), hereby promulgates the following revised guidelines. This Order harmonizes DAO 2006-03 and DAO 2007-25 for the accreditation of source emission testing firms.

Section 1. Basic Policy. The State shall pursue a policy of balancing development and environmental protection. To achieve this end, the framework for sustainable development shall be pursued. It shall be the policy of the State to:

- a) Formulate a holistic national program of air pollution management that shall be implemented by the government through proper delegation and effective coordination of functions and activities; and
- b) Focus primarily on pollution prevention rather than on control and provide for a comprehensive management program for air pollution.

Section 2. Objectives. This Administrative Order aims to achieve the following:

- a) Provide assurance to stakeholders, regulators and the public of the reliability of source emission test results; and
- b) Ensure that accredited firms are fully capable of conducting source emission tests in accordance with the procedures set in the National Emission Standards for Source Specific Air Pollutants (NESSAP) Table 2 of the Implementing Rules and Regulations (IRR) of R.A. 8749 (DAO 2000-81).

Section 3. Coverage. The accreditation of third party source emission testing firms shall cover the following:

- a) For firms that have applied for accreditation and waiting for final accreditation, the firm may continue to provide stack testing services; and
- b) All DENR-Environmental Management Bureau (EMB) recognized laboratories shall analyze the samples collected by an accredited source emission testing firm.

Section 4. Definition of Terms. For purposes of this Order, the following terms shall be construed as follows:

- a) Accreditation – a formal recognition through the issuance of a Certificate of Accreditation by the DENR-EMB to a third party source emission

testing firm as competent to carry out sampling activities.

- b) Applicant – A person/firm seeking formal accreditation under this Order.
- c) Certificate of Accreditation – a certificate issued by DENR-EMB to an applicant as competent to carry out sampling activities.
- d) Extensive Experience – at least five (5) years experience in the conduct of actual source emission testing of Particulate Matter (PM), Carbon Monoxide (CO), Nitrogen Oxides (NO_x) and Sulfur Dioxide (SO₂) from at least one hundred (100) stacks.
- e) Firm – any entity engaged in source emission testing and related activities registered under Philippine laws.
- f) Replacement Team – a team wherein either of the Quality Assurance/Quality Control (QA/QC) Manager or Team Leader is replaced due to the resignation or termination of said accredited personnel within the accreditation period. The replacement shall serve the remaining accreditation period and shall acquire the same accreditation number.
- g) Source Emission Testing Team – a team composed of a QA/QC Manager, Team Leader and Technical Aide to conduct a source emission test.
- h) Source Emission Test – a test procedure for the determination of compliance with DENR Source Emission Standards. It is also a test program which includes sampling, measurement and preparation of a test report that shall contain all pertinent data concerning the test program.
- i) Succeeding Team Fee – a fee to be paid by a firm for any subsequent accredited Source Emission Testing Team after its first accredited team.
- j) Test Plan – A document to be submitted by an accredited Third Party Stack Testing Firm to the EMB Regional Office containing the following information: methods of sampling to be used, accomplished pre-test survey form, schedule, location and duration of the tests and other relevant information in the preparation of a particular stack testing.
- k) Third Party Source Emission Testing Firm – a firm competent to carry out source emission testing or sampling activities For other terms not defined in this DAO, refer to R.A. 8749 (the Philippine Clean Air Act of 1999).

Section 5. Requirements for Accreditation. Any applicant who has all the qualifications but none of the disqualification based on the existing laws can engage in the conduct of source emission testing and is qualified to apply for a Certificate of Accreditation, provided that the requirements set forth in this section are complied with. Accreditation will be on an air pollutant basis.

5.1 Documentary Requirements – The following documents shall be submitted with a fully accomplished and notarized application form:

- a) A certified copy of the following:
 - 1) For sole proprietorship: Certificate of Business Name Registration; and
 - 2) For corporation/partnership: Securities and Exchange Commission (SEC) Certificate of Registration; Articles of Incorporation/Partnership; and Board Resolution under oath specifying the name of its authorized representative
- b) Location map of the firm's office and premises;

- c) List of personnel involved in the sampling operation including their job descriptions, qualifications, responsibilities, trainings and seminars attended and with supporting documents;
- d) List of equipment in accordance with the prescribed method of the National Emission Standards for Source Specific Air Pollutants (DAO 2000-81 Rule XXV, Section 1, Table 2);
- e) List of calibration and maintenance procedures, including reference materials;
- f) QA and QC Procedures - Quality Assurance Procedures shall include provisions for routine and consistent checks, including documentation points which verify data integrity, correctness and completeness. Quality Control Procedures, on the other hand, shall include, but are not limited to, equipment preparation and calibration, emission sampling, sample recovery, laboratory data, data reduction, and report preparation;
- g) Copies of all field sampling data sheets previously conducted whenever applicable, to include listing of sources tested in the previous three (3) years and the test methods used. The test reports with field data sheets shall be available for inspection during the site assessment;
- h) Procedures for performance of source emission testing;
- i) Safety procedures/health and safety program that includes a list of protective personnel equipment; and
- j) Waste Management Practices - The organization shall have adequate provisions for the collection, storage, treatment and disposal of wastes.

5.2 Composition and Duties and Responsibilities of Source Emission Testing Team (Personnel Requirements)

5.2.1 The source emission testing team shall be composed of at least one (1) Quality Assurance/Quality Control (QA/QC) Manager, one (1) Team Leader and one (1) Technical Aide.

5.2.2 The following are the qualifications for the QA/QC Manager and Team Leader:

a) QA/QC Manager

- 1) A licensed engineer, limited to the following courses: BS Engineering (Ch E, ME, EE)
- 2) Conducted at least 20 source emission tests and prepared and evaluated 20 source emission test reports;
- 3) Has undergone 46 hours industrial safety training from a recognized safety organization;
- 4) Has undergone QA/QC training for source emission testing; and
- 5) However, an accredited Team Leader with at least 5 years experience, and has conducted a minimum of 500 source emission tests, is qualified to apply as a QA/QC Manager.

b) Team Leader

- 1) BS Degree holder such as: BS Engineering (Ch E, ME, EE, CE, ENSE, IE, ECE, EM, GE, MET E) and BS related courses (Chemistry, Physics, Mathematics and Environmental Science);
- 2) Conducted at least 20 source emission tests;
- 3) Has undergone at least 40 hours industrial safety training from a recognized safety organization;
- 4) Has undergone quality assurance training for source emission testing; and
- 5) Any individual who graduated from any two-year course with extensive experience in source emission testing or experience in EMB stack emission testing projects may be qualified to apply as Team Leader.

5.2.3 The duties and responsibilities of the source emission testing team shall be as follows:

a) QA/QC Manager

- 1) Ensures that the source emission testing team employs QA/QC procedures during the actual source emission sampling and the results of the test meet the appropriate QA/QC criteria for the test methods used;
- 2) Verifies calibration or certification of equipment;
- 3) Verifies that laboratory data meets method QA/QC criteria; and
- 4) Ensures that the test report is complete and the data is accurate and meets the test method(s) QA/QC requirements.

b) Team Leader

- 1) Prepares the equipment, accessories and glassware for sampling;
- 2) Ensures that the testing employs the proper test methods;
- 3) Conducts the source emission test; and
- 4) Ensures the safety of the source emission test team.

c) Technical Aide - Assists the Team Leader.

5.2.4 The following shall be accomplished for the certification of the QA/QC Manager and Team Leader:

a) QA/QC Manager

- 1) Take written and oral tests on emission testing procedures and methods; and
- 2) Take a QA/QC proficiency test.

b) Team Leader

- 1) Take written and oral tests on emission testing procedures and methods; and
- 2) Take emission testing proficiency/performance test.

5.2.5 The firm automatically becomes accredited upon accreditation of its Team Leader and QA/QC Manager.

5.2.6 Requirements for Renewal

a) QA/QC Manager

- 1) Proof of an additional minimum of 50 source emission test reports with approved test plans for certified parameters prepared and evaluated since the last accreditation certificate was issued: and
- 2) Proof of continuing education/trainings on air quality management and monitoring, safety and health program and other related subjects.

b) Team Leader

- 1) Proof of an additional minimum of 50 stack tests with approved test plans for certified parameters conducted; and
- 2) Proof of continuing education/trainings on air quality management and monitoring, safety and health program and other related subjects.

5.2.7 Resignation or termination of either QA/QC Manager or Team Leader during the accreditation period

- a) Firms shall inform the EMB and secure the replacement of the sampling team within 30 days.
- b) Accreditation certificate is automatically void; and
- c) Transfer to any firm requires proficiency test only.

5.3 Workspace Requirements - There shall be adequate working and storage areas. Working space requirement shall include areas for preparation of reagents, calibration of equipment, storage space for chemicals, glassware and equipment, and areas for cleaning activities.

5.4 Sampling Methods - Sampling methods shall conform to the DENR-EMB approved methods and parameters included in DAO 2000-81, Rule XXV, Section 1, Table 2.

Section 6. Technical Committee/Secretariat. In order to facilitate the accreditation procedures and processes there is hereby created a technical committee, Sampling Assessment Team (SAT) and secretariat to operate under the DENR-EMB Central Office.

6.1 Technical Committee for the Accreditation of Sampling Firm (TCASF) - the TCASF shall be composed of the Director of EMB and the Chiefs of the Air Quality Management Section (AQMS) and the Environmental