

**[ DENR ADMINISTRATIVE ORDER NO. 03, S. 2006,  
January 16, 2006 ]**

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

*SECTION 1. Legal Basis* - As provided for in 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 guidelines for the accreditation of source emission testing firms.

*SECTION 2. Objective* -

- 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 Implementing Rules and Regulations of RA 8749 (DAO 2000-81)

*SECTION 3. Coverage* -

All firms that provide source emission testing services to demonstrate compliance with the CAA/IRR standards, shall be accredited by the EMB prior to the conduct of said activities. For purposes of monitoring, industries located in a particular area or industrial zone may form cluster and create a pool to engage a particular third party source emission testing firm which shall randomly conduct unannounced emission testing.

- a. Accreditation will be on a parameter air pollutant basis; and
- b. The EMB-recognized laboratory shall analyze the samples collected by an accredited testing firm.

*SECTION 4. Definition of Terms* -

- a. Accreditation - a formal recognition by the EMB of a sampling firm as competent to carry out sampling activities;
- b. Applicant - A person/firm seeking formal recognition under this Order;
- c. Assessment - A process that determines whether an applicant meets the requirements of the guidelines;
- d. Certificate of Accreditation - a formal recognition by DENR of an applicant as competent to carry out sampling activities;
- e. EMB - refers to the Central Office;

f. Firm - an entity registered under Philippine laws that is engaged in source emission stack testing and related activities; and

g. SAT - Sampling Assessment Team

#### *SECTION 5. Requirements for Accreditation -*

##### **1. Application requirements**

Any applicant who is not disqualified by any existing law or regulation to engage in the conduct of source emission testing is qualified to apply for Certificate of Accreditation provided that the requirements set forth in this section are complied with.

##### **A. Documentary Requirements**

a. A duly accomplished and notarized application form;

b. A certified copy of the following:

i. Sole proprietorship: Certificate of Business Name Registration

ii. 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.

c. Location map of the firm's office and premises;

d. List of personnel involved in the operation of sampling including their job descriptions, qualifications, trainings/seminar attended and responsibilities, with supporting documents

e. List of prescribed equipment pursuant to Annex A\*

f. Calibration and maintenance procedures including reference materials;

The organization shall adopt an EMB -approved system for calibration and maintenance of its sampling equipment. Certificates of equipment calibration and logbook of maintenance shall be complied and made available anytime upon request by the DENR.

g. Quality Assurance and Quality Control Procedure;

The organization shall adopt an EMB-approved quality assurance program.

h. Copies of all field sampling data sheets previously conducted whenever applicable;

i. Procedures for performance of source emission testing;

j. Chemical waste management practices;

The organization shall have adequate provisions for the collection, storage, treatment and disposal of chemical wastes in sampling activities.

k. Safety and health procedures to include list of protective personnel equipment:

The organization shall have a health and safety program that includes the use of personal protective equipment.

#### B. Personnel Requirements

The source emission stack testing team shall be composed of at least;

- a. One (1) Quality Assurance/Quality Control Manager
- b. One (1) Team Leader
- c. One (1) Technical Aide

Whose qualifications shall be as follows:

- a. Quality Assurance/Quality Control Manager
  - 1. Licensed engineer, preferably a chemical engineer
  - 2. At least one (1) year experience in source emission testing (SET)
  - 3. Should have undergone quality assurance training for SET
- b. Team Leader
  - 1. Licensed engineer, preferably a chemical engineer
  - 2. At least one (1) year experience in source emission testing (SET)
  - 3. Should have undergone quality assurance training for SET

And whose duties and responsibilities shall be as follows:

- a. QA/QC Manager
  - 1. Undertake QA/QC test on the actual source emission testing and the results of sampling.
  - 2. Prepares report of the QA/QC Test
- b. Team Leader
  - 1. Prepares the equipment and accessories, glassware for sampling
  - 2. Undertake oral and written examinations for source emission testing
  - 3. Conducts the source emission test
  - 4. Prepares report of the test
- c. Technical Aide
  - 1. Assist the Team Leader as requested by the latter.

#### C. Work area Requirements

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

#### D. Sampling methods

Sampling methods shall conform to the DENR-EMB approved methods and parameters herein attached as Annex A<sup>\*</sup>.

#### *SECTION 6. Technical Committee/Secretariat*