

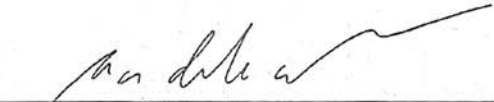
MINUTES OF MEETING  
ON  
IMPLEMENTING ARRANGEMENT  
FOR  
THE STUDY ON CAPACITY BUILDING  
TO PROMOTE CDM PROJECTS  
IN  
THE REPUBLIC OF THE PHILIPPINES

AGREED UPON BETWEEN  
DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES OF  
AND  
JAPAN INTERNATIONAL COOPERATION AGENCY

In response to the request of the Government of the Republic of the Philippines (hereinafter referred to as "the Philippines", Japan International Cooperation Agency (hereinafter referred to as "JICA") dispatched a Preparatory Study Team (hereinafter referred to as "the Team") headed by Mr. Kiyoshi Masumoto from July 25 to August 3, 2005, to discuss and determine the Implementing Arrangement for the Study on Capacity Building to Promote CDM Projects in the Philippines (hereinafter referred to as "the Study").

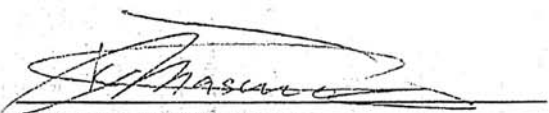
During its stay in the Philippines, the Team visited several sites and organizations related to the Study, and had a series of discussions on the draft Implementing Arrangement submitted by the Team with the authorities concerned, in particular with Environmental Management Bureau, Department of Environment and Natural Resources (hereinafter referred to as "EMB/DENR"). The main issues on the discussions regarding Implementing Arrangement are as shown in the attached document.

Manila, 1<sup>st</sup> August, 2005



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Mr. Armando de Castro  
Undersecretary for Management and Technical Services  
Department of Environment and Natural Resources  
The Republic of the Philippines



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Mr. Kiyoshi Masumoto  
Team Leader  
Preparatory Study Team  
Japan International Cooperation Agency  
(JICA)

## ATTACHED DOCUMENT

### I. STUDY CONTENTS

The Team and EMB/DENR (hereinafter referred to as “both parties”) agreed that the study will be conducted in the following manners.

#### 1. Establishment of Helpdesk at EMB

The helpdesk staff, who will be trained through the Study, will be designated by EMB/DENR before the commencement of the Study. These EMB Personnel will be given hands-on training by the Japanese and/or local consultants.

#### 2. Establishment of Information Clearinghouse

The clearinghouse is a web-site which provides information related to CDM. This clearinghouse would provide the following data, but not limited to:

##### (1) General Information on CDM

###### 1) Policies and regulations:

- Executive Order (EO) 320 Designating the DENR as the National Authority for CDM in the Philippines
- Rules and Regulations Governing EO 320 Designating the DENR as the National Authority for CDM in the Philippines
- Procedural Manual on the CDM-DNA Approval Process
- Relevant National Policies

###### 2) Updates and Links to Relevant Partners and CDM Websites such as:

- UNFCCC website
- UNEP website
- DOE website
- Manila Observatory-Klima website
- Carbon Facilities
- (OECC) Kyoto Mechanisms Information Platform

##### (2) Technical Data on CDM

- Energy Regulatory Commission [ERC]
- National Power Corporation [NPC]
- National Transmission Corporation [TRANSCO]
- National Electrification Administration [NEA]
- Distribution utilities and other stakeholders in the power industry sector
- Database of GHG emission inventory
- Other relevant data

##### (3) Administrative Data for the CDM/DNA

- Status of documents in the whole approval process of CDM projects
- List of potential projects and a registry of approved projects, including CER

- Project portfolio: This is a list of potential/ongoing CDM projects in the Philippines with their key information. This portfolio will be newly prepared, and may be utilized for project monitoring, approximately fifty projects.

Since significant volume of data useful for CDM promotion is already available, the contents of existing web-sites and other sources will be fully utilized. Sustainability of the clearinghouse after the project is a great concern for both parties and thus the handover strategy should be deliberately prepared.

### 3. Implementation of Workshops at Local Level

The workshops will target at local stakeholders, such as Local Governmental Units (LGUs), regional offices of EMB, local financial institutions, local business owners, NGOs and civil societies. The workshops will be conducted three times during the Study period. The tentative venues are Tarlac or Baguio in Luzon, Cebu in Visayas, and Cagayan De Oro or Davao in Mindanao. The final decision will be made in due course after consulting with both EMB/DENR and JICA.

Each workshop may consist of two parts; the first part is a seminar for general information of CDM and the latter half will be more specific on sectors and/or types of participants, aiming at practical input for CDM project formulation.

### 4. Formulation of Recommendations for CDM Promotion

Through the above mentioned activities during the Study, gaps and issues to promote CDM projects in the Philippines will be identified. Practical measures to solve these gaps and issues will be examined and compiled as a set of recommendations in the Study report. Main focus of recommendation will be, but not limited to, the activities within the mandate of EMB/DENR.

### 5. Use of Local Consultants

The Study will utilize local consultants as subcontractors to complement the work of Japanese consultants.

## II. STEERING COMMITTEE

Both parties agreed that for the smooth implementation of the Study and effective use of the Study results, the Steering Committee will be organized at the commencement of the Study. This Steering Committee will be chaired by the undersecretary of the DENR, and shall be composed of the representatives from the following agencies:

- DENR [EMB and Foreign Assisted Special Projects Office (FASPO)] Pivee
- Department of Energy (DOE)
- Department of Science and Technology (DOST)
- Department of Trade and Industry (DTI)
- Department of Foreign Affairs (DFA)
- National Economic and Development Authority (NEDA)
- NGO
- Private sector, and
- JICA

And the other agencies or organizations deemed necessary.

### III. TECHNICAL WORKING GROUP

Both parties agreed that, for the smooth implementation of the Study and effective use of the Study results, EMB/DENR will set up the Technical Working Group at the commencement of the Study. The Technical Working Group will be chaired by the EMB director, and composed of the representatives from the following agencies:

- EMB
- DOE [Energy Utilization and Management Bureau (EUMB)],
- DOST [Industrial Technology Development Institute (ITDI)],
- DTI [Board of Investments (BOI)]
- NEDA, and
- JICA

And the other agencies or organizations deemed necessary.

### IV. REPORTS

JICA shall prepare all reports/materials of the Study in English.

### V. COUNTERPART TRAINING IN JAPAN

EMB/DENR expressed their interest in availing of further counterpart training in Japan for their staff. The Team explained that their request might be considered if EMB/DENR will employ/appoint a permanent staff to work for the Study.

### VI. UNDERTAKINGS OF EMB/DENR

EMB/DENR agreed to provide the JICA Study Team the following;

- 1) Counterpart personnel, in particular, permanent staff in charge of the helpdesk
- 2) Office space with furniture, air-conditioning, telephone lines, and electricity for the use by the Study Team

### 3. 質問票

#### EMB-DENR を対象とした質問票

##### **Q1 Relating Laws on Global Warming countermeasures and CDM activities**

- (1) Please, provide us with a list of laws relating to the activities against Global Warming and CDM activities.
- (2) Please, provide us with the copies of above law texts.

##### **Q2 Relating laws on small scale CDM**

If small scale Afforestation and Reforestation(A/R) CDM is expected,

- (1) Please, provide us with a list of laws relating to A/R CDM activities especially for the forest management, preservation etc.
- (2) If small scale renewable, biomass and biodigester CDM activities are expected, Please, provide us with a list of relating laws and provide us with the copy of the law text

##### **Q3 Recent activities against Global Warming**

- (1) Please, describe recent and near-future activities by the Government against Global Warming.

##### **Q4 DNA approval process**

- (1) Is there any plan to develop the approval process particularly for small scale CDM?  
If yes, please, give us an idea about the process.

##### **Q5 DNA activities on CDM**

- (1) Is there any concrete plans for future activities about CDM implementation particularly for the cooperation with local governments /offices. If yes, please, provide us with the information?
- (2) Please, describe completed, ongoing and forthcoming DNA activities relating to CDM. Please, provide us with the copies of reports.

##### **Q6 CDM relating data collection, storage and management status in the government offices**

- (1) Please, provide us with a list of the energy related data items for CDM baseline and monitoring studies.
- (2) Which government office is collecting, storing and managing those data?
- (3) What are the types of those data, are they printed or in the form of electric data files?
- (4) Please, provide us with the most recent version of the Philippine Energy Plan(2004-2013?).  
Or please, show us how to get the copy of the Plan.
- (5) Please, provide us with the Power Development Plan (PDP) of the Philippines.
- (6) Please, provide us with the information about electrification plans for local areas, especially for the areas including the expected communities for small scale CDMs.

**Q7 Relationship between the central government and local governments**

- (1) Please, describe the roles of the central government and local governments in terms of CDM activities.
- (2) Please, describe the roles of local governments and EMB local office in terms of CDM activities.
- (3) Please, name one or two local governments which are enthusiastic about promotion of CDM projects, preferably near Manila.
- (4) Please, provide us with a list of contact persons within above local governments.
- (5) Is there any difficulty in developing CDM projects in the local areas?

**Q8 Private sector participation**

- (1) Please, provide us with a list of private companies which are interested in CDM projects. Also, please, provide us with the list of contact persons of those companies.
- (2) Please, describe the CDM related cooperative activities by the Government and private sector including CDM seminars in which private companies participated.
- (3) Please, describe the CDM related activities by private companies.

**Q9 Clearing House**

- (1) In which government office, the clearing house expected to be established?
- (2) What is the expected number of staff for the clearing house operation and management?
- (3) Is there any local consultant(company) to support the clearing house? Please, list them.
- (4) Is there any local company who can design and build a hardware/software systems for web-based clearing house? Please, provide us with a list of local companies.
- (5) Please, identify the information which you intend to disseminate via clearing house systems.

**Q10 CDM Help Desk**

- (1) What is the expected number of staff for the CDM help desk operation and management?
- (2) It is imaginable that it takes considerable time to train local staff for the CDM help desk operation. How soon is it expected to fully establish the help desk?
- (3) Is there any local consultant(company) to support the CDM help desk?
- (4) Do you have any intention to include particular consultant (body) within CDM help desk?

**Q11 Training Workshop for local government**

- (1) Please, provide us with a list of local governments and other bodies (i.e. local government unit (LGU), local project developers, regional offices of the Environmental Management Bureau (EMB), Local financial institution (rural banks, commercial banks, private financial institution)), with their contact persons, for CDM training workshops.

**Q12 Small-scale Community CDM Project**

- (1) Is there any concrete plan for small-scale community CDM project?

- (2) Is there any proposals about the use of renewable energy、 biomass and biodigesters for SSCP? (「renewable energy、 biomass、 biodigesters」について具体的な提案があるのか)
- (3) Please, provide us with the existing plans for SSCPs if there is any.
- (4) Please, provide us with the list of the communities which may be interested in the SSCP promotion.
- (5) What could be the most desirable renewable energy in the community?
- (6) What could be the most desirable biomass in the community?
- (7) What could be the source materials for biodigesters?
- (8) Is it expected that the SSCPs should be started within the scope of JICA main study? What is the expected goals of JICA main study concerning SSCP?
- (9) Concerning small scale A/R CDM, Are there any good sites for the projects? Please, provide us with the information.

Q13 Local consultants (individual/companies)

- (1) Please, provide us with a list of local consultants(individual/companies) for CDM capacity building support with their contact persons.
- (2) Please, describe the performance of above consultants.

Q14 CDM project promotion policy

- (1) What type of outputs do you expect from “formation of CDM project promotion policy”?

Q15 Material inTagalog

- (1) Would it be worthwhile if some material like a CDM implementation manual in Tagalog is produced by the project?

Q16 Promotion of the investment and Financial bodies for CDM

- (1) Please, provide us with a list of Government-run/private finance corporations or banks which might be interested in investing in CDM projects?
- (2) Please, provide us with the information about banks or financial bodies in local areas especially for those in the areas which you could suggest responding to Q7(3) above.

#### 4. 収集資料リスト（現地で入手したもの）

| No.        | 資料名  | 資料入手先                     | 資料媒体                                |
|------------|--|---------------------------|-------------------------------------|
| EMB-DENR関連 |  |                           |                                     |
| 1          | CDMの審査・承認に関する施行細則(案)<br>DENR Administrative Order No.2005<br>Rules and Regulations Governing the Implementation of EO No.320 Designating the DENR as the DNA                             | EMB-DENR/JICA<br>フィリピン事務所 | Hardcopy                            |
| 2          | EMB-DENRの地方事務所のリスト<br>List of Local Offices of EMB-DENR  | EMB-DENR                  | Hardcopy                            |
| 3          | 地方金融機関のリスト<br>List of Local Financial Institutions   | EMB-DENR                  | Hardcopy                            |
| 4          | 廃棄物処分場のリスト<br>Inventory of Disposal Facilities   | NSWMC (via EMB-DENR)      | Hardcopy                            |
| 5          | CDM承認プロセスを示すチャート<br>Proposed System for CDM National Approval (Chart)  | EMB-DENR                  | Hardcopy                            |
| 6          | 環境影響評価手続書<br>EIA Procedural Manual (DAO-2003-30)   | EMB-DENR                  | FD                                  |
| 7          | フィリピンにおけるCDMプロジェクトのリスト<br>Summary of Potential CDM Projects in the Philippines   | EMB-DENR                  | Hardcopy                            |
| 8          | フィリピンにおけるCDMプロジェクトのリスト(概要版)<br>POTENTIAL CDM PROJECTS IN THE PHILIPPINES   | EMB-DENR                  | Hardcopy                            |
| 9          | フィリピンにおけるCDMプロジェクトのリスト(改訂版)<br>Summary of Potential CDM Projects in the Philippines<br>(Revised Version)   | EMB-DENR                  | Hardcopy                            |
| 10         | クリアリングハウスに関するEMBのアイデア・ノートおよび地元コンサルタント・リスト<br>Idea note by Ms.Goco(CDM Clearing House)<br>List of Local Consultants   | EMB-DENR                  | Hardcopy                            |
| 11         | DNA設立に当たっての関係機関ヒアリング(円卓会議)の参加者リスト<br>Summary of Proceedings: Roundtable Discussion with the Private Sector on the Establishment of the Philippine DNA                                    | EMB-DENR                  | Hardcopy                            |
| 12         | フィリピンにおける地球温暖化/CDM分野の協力案件の概要<br>Summary of Relevant On-going Assistance to the Philippines in the Climate Change / CDM Sector  | EMB-DENR                  | Hardcopy                            |
| 13         | EMB Web-Siteの環境関連法規のページ( <a href="http://www.emb.gov.ph/frameset_download.htm">http://www.emb.gov.ph/frameset_download.htm</a> )   |                           | Web-Site                            |
| 法律関連       |  |                           |                                     |
| 14         | フィリピンにおける環境関連法案一式  | EMB-DENR                  | CD-ROM<br>(Word/PDF)                |
| 15         | 廃棄物管理に関わる共和国法第9003号<br>REPUBLIC ACT NO. 9003<br>AN ACT PROVIDING FOR AN ECOLOGICAL SOLID WASTE MANAGEMENT PROGRAM  | EMB-DENR                  | Word                                |
| 16         | DNA指定に関する政令第320号<br>Executive Order No.320<br>Designating the DENR as the National Authority for CDM   | EMB-DENR                  | Hardcopy                            |
| 17         | 京都議定書批准に関する国連および関連専門機関宛て書簡<br>Letter for UN<br>Official Ratification of the Kyoto Protocol   | EMB-DENR                  | Hardcopy                            |
| 18         | IACCの設置に関する行政命令第220号<br>Administrative Order No.220<br>Creating an Inter-Agency Committee on Climate Change  | EMB-DENR                  | Hardcopy                            |
| 19         | EUMB-DOEのCDM審査・承認に関わる所管事項に関わる特別命令第502004-07-023号<br>Special Order No.502004-07-023<br>the Energy Utilization Management Bureau to administrate all energy related matters related to CDM | EMB-DENR                  | Hardcopy                            |
| 20         | 電力構造改革に関する共和国法第9136号("EPIRA")<br>Republic Act No.9136  | DOE (Web-Site)            | PDD                                 |
| 21         | 電力構造改革に関する共和国法第9136号の施行細則<br>Rules and Regulations to Implement Republic Act No.9136, Entitled "Electric Power Industry Reform Act of 2001"  | DOE (Web-Site)            | PDD                                 |
| DOE関連      |  |                           |                                     |
| 22         | 地方における持続可能な再生可能エネルギーに関するガイドブック(広報用説明資料)<br>Guidebook for Developing Sustainable Rural Renewable Energy Services  | DOE (Web-Site)            | PDD                                 |
| 23         | フィリピン・エネルギー計画(2005年改訂版)第一巻<br>Philippine Energy Plan (2005 Update) Volume 1)   | DOE                       | Hardcopy<br>(Appendix in<br>CD-ROM) |
| 24         | フィリピン・エネルギー計画(2005年改訂版)第二巻<br>Philippine Energy Plan (2005 Update) Volume2)  | DOE                       | Hardcopy<br>(Appendix in<br>CD-ROM) |
| 25         | 電源開発計画(2005-2014)<br>Power Development Plan (2005-2014)  | DOE                       | Hardcopy                            |
| 26         | 電力送配電計画(2004-2012)<br>Distribution Development Plan (2004-2012)  | DOE                       | Hardcopy                            |
| その他の政府機関関連 |  |                           |                                     |
| 27         | 中期国家開発計画(2004年)<br>The Medium-Term Philippine Development Plan (MTPDP)   | NEDA(Web-Site)            | PDF                                 |
| 28         | PAGASA広報資料(パンフレット一式)   | PAGASA                    | Hardcopy                            |
| 29         | PAGASA活動状況の説明資料(PPTのプリント)<br>DOST-PAGASA Research and Operations Framework   | PAGASA                    | PDF &<br>Hardcopy                   |
| 30         | NSWMC(National Solid Waste Management Commission)メンバーリスト   | NSWMC                     | Hardcopy                            |
| 31         | 廃棄物管理に関わる共和国法第9003号の概観(解説用PPTのプリント)  | NSWMC                     | Hardcopy                            |



| No.              | 資料名  | 資料入手先                               | 資料媒体     |
|------------------|--|-------------------------------------|----------|
| <b>コンサルタント関連</b> |  |                                     |          |
| 32               | Klimaパンフレット等広報資料一式   | Klima                               | Hardcopy |
| 33               | PRRMパンフレット等広報資料一式  | PRRM                                | Hardcopy |
| 34               | PRRM 創立記念報告書(2000年)<br>PRRM(Anniversary Report 2000)   | PRRM                                | Hardcopy |
| 35               | バイオ燃料として利用価値の高い樹種(Jatropha)に関する研究報告書<br>Jatropha: Sources of renewable energy for fuel, edible oil, animal feed and pharmaceutical products-<br>ideal trees for increasing cash income | PRRM                                | Hardcopy |
| 36               | Preferred Energy社の業績紹介資料<br>Preferred Energy Inc. Capability Statement   | PEI                                 | Hardcopy |
| 37               | CDMコンサルタントの経歴書(実績リスト)<br>Angelita M. Ramos & Andres A.del Rosario  | Angelita M. Ramos<br>& Andres A.del | Hardcopy |
| 38               | Geosphere Technologies, Inc.会社・業績案内  | Geosphere<br>Technologies, Inc      | Hardcopy |
| 39               | IT関連現地コンサルタントのリスト  | JICAフィリピン事務<br>所                    | Hardcopy |
| 40               | 日本カーボン・ファイナンスの活動紹介資料<br>General Outlines of Japan Carbon Finance,Ltd.  | JBIC                                | Hardcopy |
| <b>民間団体関連</b>    |  |                                     |          |
| 41               | SIDAによるプロジェクト紹介資料(小冊子)<br>Greenhouse Gas Mitigation in Small and Medium Scale Industries of Asia   | ENMAP                               | Hardcopy |
| 42               | SIDAによるプロジェクト紹介資料(小冊子)<br>Technologies for Mitigation of Greenhouse Gas Emissions : Barriers and Promotional Approaches  | ENMAP                               | Hardcopy |
| 43               | SIDAによるプロジェクト紹介資料(小冊子)<br>Technologies for Mitigation of Greenhouse Gas Emissions : Barriers and Promotional Approaches (A<br>comperative Study in Asia)                               | ENMAP                               | Hardcopy |
| 44               | ENMAP広報誌(設立25周年特集号)<br>The Energy Manager (Vol.XXI Special Anniversary Issue, October 2004) : Beyond Energy<br>Management: Our Legacy for the Future                                   | ENMAP                               | Hardcopy |

#### 国内における事前入手資料一覧

| No. | 資料名  | 資料入手先        | 資料媒体   |
|-----|--|--------------|--------|
| 45  | フィリピン国 エネルギー省に対するMETI/NEDO CDMキャパシティ・ビルディング・プログラム 最終報<br>告(2005年3月)  | NEDO         | ハードコピー |
| 46  | フィリピン国 環境・自然資源省に対するMETI/NEDO CDMキャパシティ・ビルディング・プログラム 報告<br>書(2005年3月)   | NEDO         | ハードコピー |
| 47  | フィリピン国におけるCDMキャパシティ・ビルディング 提案書(2005年6月7日)  | NEDO         | ハードコピー |
| 48  | フィリピンにおける廃棄物埋立て処分場の回収埋立てガスによる発電事業の実施可能性調査・報告書<br>(NEDO平成15年度 CDM/JI事業調査) (平成16年3月 三菱証券株式会社)                              | NEDO Web-Ste | PDF    |
| 49  | IGESIによるICS-CDMの2005年活動提案書<br>Integrated Capacity Strengthening for CDM FY2005 activity for the Philippines (Draft Plan) | IGES         | ハードコピー |
| 50  | IGESIによる2004年度のICS-CDM(フィリピン)の概略<br>ICS-CDM National Meeting : Philippines Summary of National Meeting                   | IGES         | ハードコピー |
| 51  | CDM Country Guidesのアウトライン  | IGES         | ハードコピー |
| 52  | Document Report for the Intensive Training Course on CDM for DENR (October 19-21, 2004)                                  | IGES         | ハードコピー |
| 53  | ICS-CDM PIN作成コース教材<br>Intensive Training Course on CDM : Project Idea Note(PIN) Training Workshop                        | IGES         | ハードコピー |
| 54  | ICS-CDM ベースライン作成コース教材<br>Intensive Training Course on CDM : Project Idea Note(PIN) Training Workshop                     | IGES         | ハードコピー |
| 55  | ICS-CDM PDD作成コース教材<br>Intensive Training Course on CDM : Project Design Document Training Workshop                       | IGES         | ハードコピー |
| 56  | CDM/JIに関する途上国人材等育成支援事業(業務報告書) 20.エネルギー省職員等(DOE)対象セミ<br>ナー・ワークショップ マニラ、フィリピン(平成15年度 環境省委託事業) 平成16年3月31日(IGES)             | IGES         | ハードコピー |
| 57  | CDM/JIに関する途上国人材等育成支援事業(業務報告書) 21.フィリピンCDMフォーラム マニラ、<br>フィリピン(平成15年度 環境省委託事業) 平成16年3月31日(IGES)                            | IGES         | ハードコピー |
| 58  | CDM/JIに関する途上国人材等育成支援事業 業務報告書(概要版) (平成15年度 環境省委託事業)<br>平成16年3月31日(IGES)   | IGES         | ハードコピー |
| 59  | フィリピン国 電力構造改革のためのエネルギー省キャパシティビルディング開発調査・ファイナルレ<br>ポート(2004年2月)(中部電力株式会社・株式会社三菱総合研究所)                                     | JICA地球環境部    | ハードコピー |
| 60  | 鉱工業プロジェクト形成基礎調査: フィリピン国 CDM事業推進のための情報・体制整備支援調査 調<br>査報告書(平成15年11月) JICA鉱工業開発調査部  | JICA地球環境部    | ハードコピー |

#### その他、参考資料

| No. | 資料名  | 資料入手先 | 資料媒体 |
|-----|--|-------|------|
| 61  | エネルギー消費効率化等地域情勢現地調査(フィリピン) 平成13年度調査報告書(NEDO/社団法人<br>海外電力調査会(平成14年3月))                            |       |      |
| 62  | フィリピン・エネルギー計画(2003~2012年)(フィリピン エネルギー省)<br>Philippine Energy Plan 2003-2012 (DOE)                |       |      |
| 63  | フィリピン 国別報告書<br>The Philippines' Initial National Communication on Climate Change (December 1999) |       |      |
| 64  | フィリピン・ハンドブック(2002年版) フィリピン日本人商工会議所   |       |      |
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## 5. ローカルコンサルタントリスト

|   | コンサルタント名   | 所属機関  | 連絡先   |
|---|--|---|---|
| 1 | Dr.Roberto C. Yap<br>(Environmental Economist)   | KLIMA-Climate Change<br>Center-<br>Manila Observatory                           | Tel No. : 426-0837<br>Fax No. : 426-0847<br>Email : rcyap@ateneo.edu,<br>rcyapsj@pbservatory.ph<br>Address:<br>Manila Observatory Building, Ateneo de Manila<br>University Campus, Loyola Hights, Quezon City           |
| 2 | Ms.Grace Yeneza<br>(Managing Director)<br>Mr.Alberto Dalusung III<br>(Business Development<br>Manager) | Preferred Energy Inc.(PEI)  | Tel No. : 631-3078<br>Fax No. :632-7097<br>Email : gsyeneza@pei.net.ph<br>bert@dalusung.net<br>Address :<br>Suite 1703, The Centerpoint Building, Garnet<br>Road corner J. Vargas Avenue, Ortigas Center,<br>Pasig City |
| 3 | Ms.Angelita Ramos<br>Mr.Andy del Rosario<br>(CDM Consultants)  | Ms.Angelita Ramos/Mr.Andy del<br>Rosario  | Tel No. : 813-7073<br>Fax No. : 894-4562<br>Email : adrcdm@info.com.ph<br>Address:<br>2/F Adamson Centre, 121 LP Leviste St.,<br>Salcedo Village, Makati City   |
| 4 | Dr.Rodel Lasco<br>Dr.Florencia Pulhin<br>(Professors)  | Environmental Forestry<br>Program, College of Forestry<br>and Natural Resources | Tel No. : 049-536-5314/049-536-2341<br>Fax No. : 049-536-5314<br>Email : rlasco@laguna.net<br>fpulhin@laguna.net<br>University of the Philippines, Los Banos,<br>Laguna   |
| 5 | Ms.Marisol Portal Bacong<br>Ms.Ledocia T. de la Cruz   | Geosphere Technologies,Inc.   | Tel No. : 723-4250<br>Fax No. : 723-4250<br>Email : mgportal@pacific.net.ph<br>Address:<br>19D Eisenhower Tower, Eisenhower St.,<br>Greenhills, San Juan, Metro Manila  |
| 6 | Mr. Ricky Beltran  | Philippine Bio-Sciences Co.,Inc.<br>(PhilBio)                                   | Tel No. : 638-6092<br>Fax No. : 638-2074<br>Email : ricky.beltran@philbio.com.ph<br>Address :<br>19th Floor, Unt C, Strata 100 Building, Emerald<br>Avenue, Ortigas Center  |