



EMB MEMORANDUM CIRCULAR

No. 2021 - 11

SUBJECT: REGISTRATION OF SERVICE PROVIDERS OF OZONE-DEPLETING SUBSTANCE (ODS) USING EQUIPMENT

This Memorandum Circular is issued for the purpose of implementing Section 10 of the DENR Administrative Order No. 2013-25 entitled “Revised Regulation on Chemical Control Order for ODS,” which requires the registration of Service Providers of ODS using equipment with the DENR through the Environmental Management Bureau to ensure their capability to properly handle and manage said substances.

SECTION 1. SCOPE

This Memorandum Circular covers all persons, natural or juridical, who are engaged in servicing refrigeration and air-conditioning equipment both on mobile and stationary and in any cooling capacity using regulated ODS.

SECTION 2. REQUIREMENTS FOR NEW OR RENEWAL OF REGISTRATION

All persons, natural or juridical, who are engaged in servicing refrigeration and air-conditioning equipment must register with the DENR EMB-Regional Office who has jurisdiction over the area of operation and/or principal office of their business, and submit the following requirements as an attachment to their application:

1. Duly accomplished and notarized application form (*Annex A*);
2. Copy of the following documents:
 - a) Service Provider Certificate issued by the Technical Education and Skills Development Authority (TESDA);
 - b) Accreditation issued by Department of Trade and Industry (DTI);
 - c) Securities and Exchange Commission (SEC) or DTI registration;
 - d) LGU Business Permit;
 - e) Certificate of Accreditation of the Pollution Control Officer;
 - f) Discharge Permit; and
 - g) Permit to Operate Air Pollution Source Installation/Equipment;
3. Pictures of standard tools and equipment such as, but not limited to, recovery machine, gauge manifold, vacuum pump, weighing scale, recovery tank, and such other tools and equipment that will be required.

Upon evaluation, the proponent shall pay the corresponding fees pursuant to existing guidelines.

SECTION 3. DUTIES AND RESPONSIBILITIES OF SERVICE PROVIDER

The following are the duties and responsibilities of the Service Provider:

- a. Undertake effective measures, including the acquisition of the necessary equipment, technology, training, and infrastructure, for the purpose of effectively handling ODS, including responsible re-use of refrigerants, minimizing their emissions, and



ultimately phasing-out their use by replacing them with alternative substitutes duly recognized and certified by DENR through EMB.

- b. Adhere to the good practices in handling and working with refrigerants set forth in the *Code of Practice for Refrigeration and Air conditioning* approved and adopted under DAO 2013-25.
- c. Participate in a system to recover, reclaim, and re-use refrigerants that will be led by the Department.
- d. Register as hazardous waste generator specifically for ODS waste classified as L403
- e. Register for treatment, storage, and disposal of ODS under Category F
- f. Treat and dispose of ODS waste in accordance with DAO 2013-22 (*Revised Procedures and Standards for the Management of Hazardous Wastes*)
- g. Register suppliers of refrigerants with EMB
- h. Comply with all applicable environmental permits and clearances, rules, and regulations

SECTION 4. MONITORING, INSPECTION, AND GOOD PRACTICES

The EMB Regional Offices shall validate compliance of the service providers with the duties and responsibilities specified under Section 3 through the conduct of monitoring and inspection.

All Regional Offices shall submit a quarterly report to the EMB Central Office regarding the registration hereof.

SECTION 5. VALIDITY OF CERTIFICATE OF REGISTRATION

All Certificate of Registration shall be valid for three (3) years, and application for its renewal shall be submitted at least thirty days (30) days prior to its expiration.

SECTION 6. SEPARABILITY CLAUSE

If any section or provision of this Memorandum Circular declared to be unconstitutional or invalid by a competent court, the other sections or provisions hereof shall remain to be in force.

SECTION 7. REPEALING CLAUSE

All other circulars and/or issuances inconsistent with this Memorandum Circular are hereby repealed and amended accordingly.

SECTION 8. EFFECTIVITY

This Order shall take effect fifteen (15) days after its publication in a newspaper of general circulation and upon acknowledgment of receipt of a copy thereof by the Office of the National Administration Registrar (ONAR), UP Law Center.

Issued this 1st day of July 2021.


ENGR. WILLIAM P. CUÑADO
Director

