



Republic of the Philippines
BATANGAS STATE UNIVERSITY

The National Engineering University

Rizal Avenue Ext., Batangas City, Batangas, Philippines 4200

Tel Nos.: (+63 43) 980-0385 loc. 1122

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EXCERPT FROM THE MINUTES OF THE SEVENTY FOURTH (74TH) REGULAR MEETING OF THE BATANGAS STATE UNIVERSITY BOARD OF REGENTS HELD AT TWIN LAKES HOTEL, TAGAYTAY-NASUGBU HWY, LAUREL, BATANGAS ON 07 DECEMBER 2022

PRESENT:

- | | | |
|--|---|------------------|
| Dr. MARITA R. CANAPI
CHED Commissioner | - | Chairperson |
| Dr. TIRSO A. RONQUILLO
University President | - | Co-Chairperson |
| Cong. MARIO VITTORIO A. MARIÑO
Representative of Cong. Mark O. Go | - | Member |
| Mr. JOHN BRYAN D. DIAMANTE
Representative of Sen. FRANCIS "CHIZ" G. ESCUDERO | - | Member |
| Dir. LUIS G. BANUA
Director, NEDA – Region IV-A
Representative of Dr. ARSENIO M. BALISACAN | - | Member |
| Dir. EMELITA P. BAGSIT
Director, DOST – Region IV-A
Representative of Dr. RENATO U. SOLIDUM, Jr. | - | Member |
| Engr. LADISLAO L. ANDAL
Private Sector Representative | - | Member |
| Engr. AMANDO A. PLATA
Alumni Regent | - | Member |
| Dr. KRISTOFFER CONRAD M. TEJADA
Faculty Regent | - | Member |
| Ms. DONNA KRISTEL B. VERANA
Student Regent | - | Member |
| Prof. ENRICO M. DALANGIN
Board and University Secretary | - | Head Secretariat |

OTHERS PRESENT:

- | | | |
|-----------------------------|---|---|
| Dr. FREDDIE BULAUAN | - | OIC-Director, CHED Regional Office IV-A |
| Ms. MARICEL B. BERDAN | - | Staff, Office of Comm. Canapi |
| Ms. BLAISEDELE C. REGACHO | - | Staff, Office of Comm. Canapi |
| Atty. LUZVIMINDA C. ROSALES | - | Vice President for Administration and Finance |
| Ms. SHAIRA MAE J. DE JOYA | - | Technical Staff |
| Ms. APRIL B. FLORENDO | - | Technical Staff |

Res. No. 136-1H, S. 2022

Resolution Approving the Policy on Waste Tracking and Management

WHEREAS, to support the attainment of the 17 Sustainable Development Goals (SDGs), the University has undertaken programs, projects and activities supportive of the SDGs since 2014 as articulated in its Strategic Plan 2019-2029 and has reinforced its commitment to sustainability in human, financial, and environmental context with the approval of the establishment of the Center for Sustainable Development, its Logo and Sustainability Plan through Board Resolution No. 4, s. 2022;

WHEREAS, the Board through Resolution No. 136, s. 2022 approved the University Policy Guidelines for the attainment of Sustainable Development Goals;

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MD

ENRICO M. DALANGIN
Secretary of the University
and of the Board of Regents
Date: 11/23





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WHEREAS, to ensure the attainment of the goals, the University shall be guided by internal policies designed to assure balance between social, economic and environmental sustainability;

WHEREAS, the Chapter 1 of the approved policy guidelines for is about environmental sustainability supporting SDGs 6, 7, 11, 12, 13, 14, and 15 which covers land resource management, water usage and care, wildlife protection, green buildings, energy conservation, green procurement, minimization of use of plastic and disposable items, and solid waste management;

WHEREAS, an individual policy is provided in every chapter which prescribes the specific action or step to be undertaken by the University to achieve the SDGs;

WHEREAS, this policy on waste tracking and management covers the generation, collection, handling, storage, transport, treatment and disposal of solid and hazardous wastes, tracking and other general wastes and the management of the wastewater generated in the university;

WHEREAS, the proposal was presented to the Administrative Council of the University, and after thorough discussion and deliberation, it was endorsed for approval of the Board through Resolution No. 1128-01, s. 2022;

WHEREAS, the same proposal was deliberated upon by the Finance Committee and after thorough discussion and deliberation, it was endorsed for approval of the Board through Resolution No. 120, s. 2022;

WHEREAS, the matter was presented to the Board of Regents for deliberation and approval during its regular meeting on 07 December 2022;

NOW, THEREFORE:

BE IT RESOLVED, AS IT IS HEREBY RESOLVED that the Board of Regents after thorough discussion and deliberation approved the Policy on Waste Tracking and Management.

APPROVED.

Certified Correct:

Mj

ENRICO M. DALANGIN
Secretary

Certified True Copy of the Original

ENRICO M. DALANGIN
Secretary of the University
and of the Board of Regents
Date: **11/22**





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POLICIES AND GUIDELINES ON WASTE MANAGEMENT SYSTEM (WMS)

1. General

Wastes are discarded materials of Batangas State University- The NEU either in solid, liquid or gas form. The wastes generated shall be safely collected, processed and disposed so as not to cause negative environment and health impact

Institutional wastes of Batangas State University- The NEU shall be monitored, recorded, evaluated and reported to regulatory agencies showing the compliance to environmental regulations and realization of one of the values and advocacies of the University concern for the environment of the University.

2. Scope

2.1. The guidelines on waste management shall be applied to Batangas State University- The NEU.

2.2. The guidelines shall apply to any individual or group as a guide to a systematic management of waste in every premise of the campus.

3. Definitions:

For better understanding of the guideline, the following are defined:

3.1. Permit- a document issued by a regulatory agency to Batangas State University- The NEU authorizing the disposal, discharge or release of residual, effluent and exhaust respectively, to the environment. In this guideline, this refers to Permit to Operate or Discharge Permit I.

3.2. Waste- refers to discarded materials with or without purpose and/or special handling after it serves its intended use. In this guideline, this refers to any of the following: solid waste, wastewater, hazardous waste or air exhaust waste.

3.3. Waste Management System- the systematic way of collection, transportation, treatment and disposal of generated waste in Batangas State University- The NEU.

4. Acronym

As used in this guidelines, acronyms shall mean as follow:

4.1. APSE-Air Pollution Source Equipment

4.2. AQMA-Air Quality Management Act or RA 8749

4.3. CMR-Compliance Monitoring Report



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- 4.4. DENR-EMB Department of Environment and Natural Resources-Environmental Management Bureau
- 4.5. DP-Discharge Permit
- 4.6. ECC-Environmental Compliance Certificate
- 4.7. HWMA-Hazardous Waste Management Act or RA 6969
- 4.8. MRF-Materials Recovery Facility
- 4.9. PTO-Permit to Operate
- 4.10. STP-Sewage Treatment Plant
- 4.11. SWMA-Solid Waste Management Act or RA 9003
- 4.12. WQMA-Water Quality Management Act or RA 9275/

5. Basic Components

The guidelines on waste management have five (5) basic components.

5.1. Solid Waste Management

5.1.1. Generation

- a. *Items to be purchased by the Batangas State University- The NEU shall be environmentally-acceptable, durable and cost effective so as to minimize waste generation*
- b. *Procurement of items for the BatStateU's operation shall be in bulk order to avoid excessive packaging materials to be disposed of.*
- c. *Packaging products to be used, foods to be sold shall be of recyclable type.*
- d. *The waste shall be segregated from the source of generation.*
- e. *Waste generated shall be recorded and the records updated to serve as bases in compliance with SWMA and for future policy making,*
- f. *Students, faculty members, and staff must be familiar with the importance of segregation and waste reduction through online info-graphic, webinars, seminars/posters.*

5.1.2. Collection

- a. *Waste collection points shall be established in strategic areas for the centralized collection of waste in the campus.*

All wastes from collection points will be transported to the University's Material Recovery Facility (MRF). An approved, strategically-located, protected bin shall be positioned in the collection points.



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- b. Bins shall be properly labeled to indicate specific waste to be contained. The label shall be either biodegradable or non-biodegradable. A separate bin and location for infectious and hazardous wastes shall be determined*
- c. Minimum of 2 bins (biodegradable, non-biodegradable) must be placed in each collection point for efficient segregation from collection of wastes. Segregation at source policy shall be implemented.*
- d. Personnel assigned to collect wastes shall be in proper protective clothing so as to avoid exposure to possible disease-causing microorganisms.*
- e. Waste shall be collected by the properly trained personnel and brought to the Material Recovery Facility.*
- f. Wastes generated from trimming, landscaping and the like shall not be placed into the containers positioned in collection points. Plastic bags or other approved containers shall be used to avoid overloading the capacity of the positioned bins.*
- g. Wastes shall be collected in a container that is compatible with such wastes under all conditions. Wastes that require specific handling procedure shall be collected in approved containers.*
- h. Containers shall be ensured to be tightly sealed.*
- i. Periodic waste collection by the janitors must be observed, at maximum capacity.*
- j. Waste collected shall be inspected for segregation. If there is an indication of mixing of wastes of different categories, segregation shall be done.*

5.1.3. Transportation (from university facility to hauler's facility)

- a. Containers shall be inspected and ensured to be sealed properly.*
- b. Small containers shall be avoided to be buried under some materials.*
- c. For hazardous wastes, incompatible materials shall be far from each other.*
- d. Approved materials for containment of waste and appropriate vehicles shall be used during the course of transportation.*
- e. Schedule for transportation is once a week or when storage places are full.*

5.1.4. Processing and Recovery

- a. Waste generated shall be brought to and processed at the Material Recovery Facility for energy recovery. It shall be weighed and recorded.*
- b. All recyclables shall be recovered.*
- c. Residual wastes shall be separated from recyclables. Residual wastes shall be collected by the city garbage hauler.*
- d. Recovered items shall be stored for selling and other significant purposes.*
- e. Emptied containers shall be rinsed at least three times with water or other suitable solvent. They shall be air dried. Special care shall be done to ensure that they are free of liquid or other visible chemical residue before disposal or reuse.*



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- f. Personnel shall utilize environmentally-sound methods that maximize the utilization of valuable resources and encourage resources conservation and recovery.*
- g. All recovered items must be placed in a safe and secured storage.*

5.1.5. Disposal

- a. Only residual waste shall be subjected for disposal after thorough processing.*
- b. No recyclable wastes shall be disposed of by the city garbage hauler.*
- c. Biodegradable wastes shall be immediately collected and disposed to avoid harborage of vectors and transmission of communicable diseases.*
- d. Biodegradable wastes shall be properly composted in an isolated composting facility.*
- e. Wastes shall not be burned unless approved by the authority; provided that, during the burning of such, no harmful elements are released to the environment.*
- f. Residual wastes shall be placed in properly labeled containers for safe and secured disposal*

5.2. Wastewater Management

5.2.1. Generation

- a. A metering device shall be installed to monitor water consumption.*
- b. Water being supplied to the buildings shall be recorded and the records shall be updated regularly.*
- c. The campus shall procure plumbing fixtures, equipment and the like that are environmentally acceptable.*
- d. Periodic inspection of plumbing and water distribution systems must be done.*
- e. Leakages in the piping system shall be corrected..*
- f. Use of water shall be minimized.*
- g. Cost-efficient/ effective alternative cleaning materials other than water shall be used as appropriate.*

5.2.2 Collection

- a. All wastewater shall be collected by an approved piping material that is acid-resistant, durable and cost-effective.*
- b. Waste discharged through different plumbing fixtures shall be conveyed to the building sewer and to a point of disposal.*
- c. Wastewater from different sources shall be drained and conveyed for treatment.*
- d. Rain water shall be collected through conductor/downspout and conveyed to any receiving water. retention facility, canal or body of water. Discharge shall be done with care to ensure safety of the community.*



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5.2.3 Treatment

- a. *Wastewater shall be treated prior to its disposal.*
- b. *An approved septic system shall be constructed so as to provide treatment of sewage to avoid surface and subsurface contamination.*
- c. *Monitoring of the quality of effluent shall be done to ensure compliance to laws and regulations.*

5.2.4 Disposal

- a. *Wastewater shall be disposed of in an approved manner.*
- b. *Before disposal, a permit shall be secured from the authority in compliance with the law.*
- c. *The campus shall ensure that the effluent discharged to the environment passes the effluent standard stipulated in DAO 16-08 (Water Quality Guidelines and General Effluent Standards of 2016).*
- d. *Discharging of waste to the environment shall be subject to complaint with WQMA.*

5.3 Hazardous Waste Management

5.3.1 Generation

- a. *Waste generated shall be registered to the regulatory agency for their inventory.*
- b. *A Generator's ID number shall be secured from the authority as a transaction ID number for the issuance of permit to transport waste.*
- c. *Procurement of any material containing toxic or hazardous elements for procurement shall be planned properly to minimize. The management shall consider prevention and mitigation of significant and health hazards, possible spillage and release as well as costs for cleaning, collection treatment and disposal.*
- d. *Chemicals for procurement shall be based on the required quantity so as not to minimize waste generation.*
- e. *Use of alternative and non-toxic materials, if possible, as packaging material for equipment, instruments to reduce special handling and operation and maintenance cost.*
- f. *Continue to own and be responsible for the hazardous waste generated or produced in the premises until the hazardous waste has been certified by the waste treater as adequately treated, recycled, reprocessed or disposed of.*
- g. *Train or inform the personnel and staff on the hazards posed by the improper handling, storage, transport, and use of hazardous waste and the containers.*

5.3.2. Collection



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- a. *An approved method of collection shall be used upon collection of the waste.*
- b. *Wastes shall be collected with proper protective gear to avoid contact, exposure to chemicals either for a short or long period of time.*
- c. *Wastes shall be collected using an approved container; leak and punctured- proof, durable and cost-effective.*

5.3.3. Transfer

- a. *An approved method of handling shall be used in transporting wastes from the point of generation to the storage area.*
- b. *The management shall ensure that DENR accredited hauler has an appropriate vehicle to be used in transporting waste so as to avoid spilling and/or release to the environment.*

5.3.4. Storage

- a. *Wastes shall be safely stored prior to its collection by the authorized hauler.*
- b. *The storage area shall be equipped with proper ventilation and security for safety purposes.*
- c. *The storage area shall not be accessible to people except for the person in- charge to ensure public health protection,*
- d. *All containers must be regularly checked for possible leaks.*

5.3.5. Labeling

- a. *The size of the label is minimum 20cm by 30cm*
- b. *The color of the label is yellow background and black for letters conspicuously marked in paint or other permanent form of marking.*
- c. *The material of the label must be scratch proof and resistant to tampering and weathering*
- d. *The label is accompanied with the symbol corresponding to the characteristics of hazardous waste.*

5.3.6. Packing

- a. *In packing the hazardous wastes, the containers must be in good condition without leaks and damages.*
- b. *The containers must be equipped with a strong lid or cap to prevent spillage during the transport.*
- c. *The containers must be made from materials suitable for the characteristics of hazardous wastes.*



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5.3.7. Transport and Treatment

- a. *Only authorized haulers with proper permit shall transport the generated waste.*
- b. *The management shall ensure that wastes generated shall be transported and treated prior to its disposal if applicable.*

5.3.8. Disposal

- a. *Wastes shall be disposed of in a sanitary landfill or other approved method of disposal.*
- b. *Wastes that are being disposed shall be recorded for documentation purposes.*

5.4. Personal Protective Equipment (PPE) Disposal

5.4.1. Used disposable mask

- a. *Masks must be cut in half to avoid reuse.*
- b. *Masks must be disposed of in a trash bag separate from other residual waste and must be labeled as "disposable PPEa" or "infectious wastes". Date of disposal shall be also included in the label.*
- c. *Storage of wastes in the separate trash bin shall be 72 hours before disposal.*

5.4.2. Used disposable gloves

- a. *Gloves shall be ensured to be inside-out, one glove enveloped inside the other, when disposed in a trash bag separate from other residual wastes.*
- b. *Trash bag shall be labeled as "disposable PPEs" or "Infectious wastes". Date of disposal shall be also included in the label,*
- c. *Storage of wastes in the separate trash bin shall be 72 hours before disposal.*

5.5. Air Exhaust Management

5.5.1. *Ensure that APSEs are periodically maintained.*

5.5.2. *Exhausts from any air pollution source equipment shall be periodically monitored and tested to ensure compliance to standards.*

5.5.3. *Gasses released from APSEs shall be treated, if applicable, so as not to induce negative environment and health impact.*



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5.5.4. Submission of reports to the regulatory agency shall be made in compliance with the AQMA.

6. Information, Education and Campaign for Environmental Protection Advocacies in the Campus.

6.1 Regular IEC activities shall be done. These activities shall include but not limited to seminars, forum, orientation and training.

7. Revision Requirements

The unit may amend, modify, and/or supplement the requirements in this policy and guidelines subject to presentation and acceptance from the approving authority.