



DEPARTMENT ORDER NO. DO2024-03-0002

**DESIGNATING THE DEPARTMENT OF ENERGY (DOE) FOCAL PERSONS  
AND SUPPORT OFFICES FOR THE PILOT IMPLEMENTATION OF THE GREEN  
PUBLIC PROCUREMENT/SUSTAINABLE CONSUMPTION AND PRODUCTION  
(GPP/SCP) PROJECT**

**WHEREAS**, Executive Order No. 301, s. 2004 mandates all departments, bureaus, offices, and agencies of the Executive Branch of the Government to establish their respective "Green Procurement Program" to (i) promote the culture of making environmentally-informed decisions in government, especially in the purchases and use of different products; (ii) include environmental criteria in public tenders, whenever possible and practicable; (iii) establish the specifications and requirements for products or services to be considered environmentally advantageous; and (iv) develop incentive programs for suppliers of environmentally sound products and services;

**WHEREAS**, the Government Procurement Policy Board (GPPB) issued Resolution No. 15-2013 dated 10 May 2013 which approved its support of the implementation of the Sustainable Public Procurement (SPP) or Green Public Procurement (GPP) regime in Government and created the Special SPP or GPP Committee that is composed of representatives from the Departments of Agriculture, Education, Energy, Environment and Natural Resources, Interior and Local Government, Science and Technology, Trade and Industry, and the former Transportation and Communications (now the Department of Transportation), the Commission on Climate Change, and GPPB-Technical Support Office (TSO) to meet and discuss matters concerning the adoption of a policy, including rules and regulations, to support the implementation of SPP or GPP;

**WHEREAS**, under GPPB Resolution No. 08-2022 issued on 27 October 2022, each of the GPPB member agencies is required to designate one (1) representative knowledgeable of Republic Act (RA) No. 9184 and with a base-level understanding of GPP;

**WHEREAS**, the GPPB approved Resolution No. 07-2023 dated 24 August 2023, titled "*Approving the Recognition of Pilot Agencies for the Scaling of Sustainable Consumption and Production Project and Establishment of the Green Public Procurement Monitoring and Evaluation System*", wherein the Department of Energy (DOE) was included as one of the pilot agencies selected for the scaling up of sustainable consumption and production project and establishment of the GPP monitoring and evaluation system;

**WHEREAS**, SCP or GPP is aligned with the existing mandates and policies of the DOE particularly on energy efficiency, environmental protection and conservation, and maintenance of ecological balance pursuant to Section 5 (a) of RA 7638, or "The Department of Energy Act of 1992", as amended by RA 9136, or the "Electric Power Industry Reform Act of 2001", and energy efficiency and conservation to secure sufficiency and stability of energy supply and to protect the environment in support of

the economic and social development goals of the country pursuant to Section 2 (a) of RA 11285, or the “Energy Efficiency and Conservation Act”;

**WHEREAS**, in compliance by the DOE with the SCP/GPP pilot project, the DOE needs the active participation of its key offices, units and personnel specifically the Energy Utilization Management Bureau (EUMB), Energy Research Testing and Laboratory Services (ERTLS), Bids and Awards Committee (BAC), and other concerned support services;

**NOW, THEREFORE**, in view of all the foregoing premises, the following are hereby issued:

**SECTION 1: Scope and Coverage.** This Department Order (DO) is in line with the pilot implementation of DOE GPP/SCP Project or the “DOE GPP/SCP Pilot Project” pursuant to GPPB Resolution No. 07-2023 dated 24 August 2023.

**SECTION 2: DOE Personnel.**

A. The DOE GPP/SCP Pilot Project shall be composed by the following members:

- Head : Director of EUMB
- Assistant Head : Director of ERTLS
- Technical Working Group
  - Head : Assistant Director of EUMB
  - Assistant Head : Chief of Lighting and Appliance Testing Division (LATD-ERTLS)
  - TWG Members : Representatives from:
    - LATD-ERTLS
    - Energy Efficiency and Conservation Performance Regulation and Enforcement Division, EUMB
    - Energy Efficiency and Conservation Public Sector Management Division, EUMB
    - Energy Efficiency and Conservation Program Management and Technology Promotion Division, EUMB
- Support Offices/Units :
  - Administrative Services
  - Financial Services
  - General Services Division
  - Procurement Management Division

- B. The following shall be DOE's representatives to the GPPB Board Inter-Agency Technical Working Group pursuant to GPPB Resolution Nos. 07-2023, 08-22 and 15-2013:

Primary Representative : BAC Chairperson

Alternate Representative : Any Member of the BAC as designated by the Secretary

Chief of Procurement Management Division

**SECTION 3. Responsibilities.** The Members of the DOE GPP/SCP Pilot Project shall perform the following functions:

- A. DOE GPP/SCP Pilot Project Team
1. Implement the GPP/SCP in the DOE in accordance with their respective mandate, functions and responsibilities.
- B. DOE Representatives to the GPPB Board Inter-Agency Technical Working Group:
1. Represent DOE on all matters relating to GPP;
  2. Monitor the implementation of the GPP Roadmap under GPPB Resolution No. 25-2017 within the DOE and identify Procurement Projects that consider the least possible harmful effects on the environment, human health and safety in its specifications or implementation plan;
  3. Advocate the inclusion of green specifications and the use of life cycle costing in the planning of Procurement Projects within DOE;
  4. Assist the GPPB- TSO in the review of the GPP Roadmap including, among others, the re-validation of the ten (10) prioritized non-Common-Use Supplies and Equipment (Non-CSEs) under GPPB Resolution No. 22-2016 and upgrading of their green specifications as well as the establishment of the necessary standard operating procedures for the key processes of the GPP, such as product group identification, product criteria development, product criteria revision, market analysis, and post-qualification;
  5. Assist the GPPB-TSO in the upscaling and sustained implementation of the GPP Roadmap;
  6. Undertake capacity development activities on GPP conducted or endorsed by the GPPB-TSO; and
  7. Develop and implement DOE action plan in support of the fuller and sustained implementation of GPP policies.

**SECTION 4. Support to Operations.** The budgetary requirements to support the implementation of the DOE GPP/SCP Pilot Project, including administrative, logistics and personnel support, shall be sourced from the DOE budget subject to applicable accounting and auditing rules and regulations.

**SECTION 5. Separability Clause.** If any section or provision of this DO is declared invalid or unconstitutional, other parts or provision that are not affected shall remain in force and in effect.

**SECTION 6. Repealing Clause.** All issuances, rules and regulations or parts thereof which are inconsistent with the provisions of this DO are hereby repealed, amended or modified accordingly.

**SECTION 7. Effectivity.** This DO shall take effect immediately upon signing and shall remain in force unless revoked by the undersigned or competent authority.

Issued on FEB 05 2024 at the DOE, Energy Center, Rizal Drive corner 34<sup>th</sup> Street, Bonifacio Global City, Taguig City.

  
**RAPHAEL P.M. LOTILLA**  
Secretary

