



9 March 2022

**FR. FELIX A. JUNGCO, JR.**

Managing Head  
Our Lady of Porziuncola Hospital Inc.  
East Awang, Magsaysay Blvd., Calbayog, Western Samar

ENVIRONMENTAL MANAGEMENT BUREAU  
RELEASED BY: [Signature]  
DATE: 3/16/2022  
TIME: 11:58am

ATTN: **MR. ADRIAN R. PARTA**  
Pollution Control Officer

Dear Fr. Jungco:

Environmental Greetings!

This has reference to the inspection conducted by our technical staff in your establishment last March 1, 2022. The following are the findings and recommendations formulated, to wit:

**Findings:**

- 1) As verified thru the PCO, Mr. Adrian R. Parta their facility has permanently stopped its operation and that the facility has already been transferred to new ownership.
- 2) The PCO claimed that their generated hazardous wastes from previous operations, particularly, infectious wastes are stored in a concrete pit situated within the facility.
- 3) During the site visit, the EMB Inspector was able to verify that the hospital's buildings were closed and had no operation.
- 4) The facility has an expired Discharge Permit, valid PTO and an approved DENR Registration as a Hazardous Waste Generator.

**Recommendations:**

- 1) The Project Proponent must submit a formal letter informing this Office relative to the permanent closure of the hospital and request for ECC cancellation or amendment for the transfer of ownership. Likewise, to settle other EMB issued permits.
- 2) The Project Proponent must submit an Abandonment Plan of the Hospital in compliance with the condition stipulated in the approved ECC. The Plan should include Management of Hazardous Wastes generated from previous operations with pictures of the current hazardous waste storage facility (geotagged and date stamp).

As such, you are hereby enjoined to comply with the above-cited recommendations in compliance with the requirements of the Environmental Laws and its Implementing Rules and Regulations of PD 1586 (Philippine Environmental Impact Statement System), Republic Act No. 6969 (Toxic Substance and Hazardous and Nuclear Wastes Control Act of 1990), Republic Act No. 9275 (Philippine Clean Water Act of 2004) and Republic Act No. 8749 (Philippine Clean Air Act of 1999) within thirty (30) days from the receipt of this letter.

Failure to do so shall be deemed a violation of applicable rules and regulations. This Office will be compelled to take appropriate legal action against your establishment.

Please be guided accordingly.

Very truly yours,

**REYNALDO B. BARRA, PME**  
OIC, Regional Director



1. The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that this is crucial for the company's financial health and for providing transparency to stakeholders. The text mentions that the records should be kept up-to-date and should be easily accessible to all relevant parties.

2. The second part of the document outlines the specific steps that should be followed when recording transactions. It starts with identifying the transaction, then recording the date, the amount, and the parties involved. It also mentions that the records should be reviewed regularly to ensure their accuracy.

3. The third part of the document discusses the role of the accounting department in maintaining these records. It states that the accounting department is responsible for ensuring that all transactions are recorded correctly and that the records are kept up-to-date. It also mentions that the accounting department should provide regular reports to the management on the company's financial performance.

4. The fourth part of the document discusses the importance of security when it comes to financial records. It states that the records should be stored in a secure location and that access should be restricted to only those who need it. It also mentions that the records should be backed up regularly to prevent data loss.

5. The fifth part of the document discusses the importance of training for the staff responsible for maintaining the records. It states that the staff should be trained in the correct procedures for recording transactions and in the use of the accounting system. It also mentions that the staff should be kept up-to-date on any changes to the procedures or the system.

6. The sixth part of the document discusses the importance of auditing the records. It states that the records should be audited regularly to ensure their accuracy and to identify any potential issues. It also mentions that the audit should be conducted by an independent party to ensure objectivity.

7. The seventh part of the document discusses the importance of keeping the records for a long period of time. It states that the records should be kept for at least seven years, as this is the minimum period required by law. It also mentions that the records should be stored in a way that allows them to be retrieved easily if needed.

8. The eighth part of the document discusses the importance of keeping the records confidential. It states that the records contain sensitive financial information and should be kept confidential to protect the company's interests. It also mentions that the records should be destroyed securely when they are no longer needed.

9. The ninth part of the document discusses the importance of keeping the records up-to-date. It states that the records should be updated as soon as a transaction occurs. It also mentions that the records should be reviewed regularly to ensure their accuracy.

10. The tenth part of the document discusses the importance of keeping the records accessible. It states that the records should be stored in a way that allows them to be retrieved easily. It also mentions that the records should be backed up regularly to prevent data loss.

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