



Republic of the Philippines
DEPARTMENT of ENERGY
 Energy Resource Development Bureau
 Bonifacio Global City, Taguig City

Company: _____
 Address: _____
 Contact No.: _____

Date _____

COMPLIANCE CHECKLIST
Guidelines on Coal Handling, Transport, Storage and Distribution

No.	Reference Section	Provision	Compliance			Remarks/Evidence
			Yes	No	N/A	
Section 3. General Guidelines						
1	Sec 3 (1)	All workers shall undergo the required health, safety, and environment trainings and/or orientation prior to performing their assigned tasks.				
2	Sec 3 (2)	All workers shall be provided with appropriate Personal Protective Equipment (PPE).				
3	Sec 3 (3)	Proper housekeeping shall be maintained at all times.				
4	Sec 3 (4)	Emergency preparedness and response plan shall be established and implemented to address any untoward incident/s. Such plan shall be disseminated to all employees and drills shall be regularly conducted.				
5	Sec 3 (5)	Appropriate mitigating measures shall be implemented to prevent spontaneous combustion in all stages of coal handling, transportation, storage and distribution.				
6	Sec 3 (6)	Dust control system such as, but not limited to, water spray, sprinkler, misting machine, dust arrester or cover to prevent emission of fugitive coal dust shall be provided and installed.				
7	Sec 3 (7)	Appropriate measures shall be implemented to prevent emission of foul odor from coal stockpile.				
8	Sec 3 (8)	Coal stockpile shall be properly maintained. Any hazardous condition in or around such area shall be immediately reported, and appropriate corrective and control measures shall be implemented.				
9	Sec 3 (9)	Wind breakers such as, but not limited to, suitable trees and vegetation and/or appropriate fence which shall always be higher than the stockpile height shall be maintained along the perimeter of the stockpile area.				
10	Sec 3 (10)	Prevent generation of dust and other operational spoils within the working area and other applicable areas of operation by sprinkling or water-spraying of roads.				

1. Put a check mark on the appropriate box under the **Compliance** column.
2. **N/A** means not applicable to the current operation
3. Under **Remarks/Evidence** column: a) If **Compliance** is **Yes** = state proof of compliance (such as documents, procedures, photos)
 b) If **Compliance** is **N/A** = provide justification
4. Attach supporting documents

COMPLIANCE CHECKLIST (as of 10 Mar 2021)

No.	Reference Section	Provision	Compliance			Remarks/Evidence
			Yes	No	N/A	

Section 4 (A) Coal Handling and/or Transport within COC or SSCMP Area

11	Sec 4 (A) (1)	Equipment operators shall be protected from heat, dust and coal particles coming from stockpile.				
12	Sec 4 (A) (2)	Spotters shall be assigned during loading and unloading of coal.				
13	Sec 4 (A) (3)	Coal shall be safely loaded into trucks, mine cars, loading bins via conveyor system, and roll-on-roll-off using trucks directly into barges or landing craft transport (LCT), including other means of conveyances.				
14	Sec 4 (A) (4)	Trucks, vessels and other coal conveyances shall be provided with appropriate fire-fighting equipment.				
15	Sec 4 (A) (5)	Trucks, vessels & other coal conveyances shall not be overloaded and shall be driven or operated within specified speed limit.				
16	Sec 4 (A) (6)	Settling pond/s with appropriate drainage system shall be constructed and maintained to capture run-off coal and other operational spoils				

Section 4 (B) Coal Handling and/or Transport of Coal from Mine Stockpile to Staging Area or Loading Port

17	Sec 4 (B) (1)	Coal shall be safely loaded into trucks, mine cars, loading bins via conveyor system, and roll-on-roll-off using trucks directly into barges or landing craft transport (LCT), including other means of conveyances.				
18	Sec 4 (B) (2)	The truck's cargo box shall be properly secured to prevent escape of fugitive coal dust and/or coal spillages along the road.				
19	Sec 4 (B) (3)	Truck tires shall be cleaned to prevent dust/mud from being carried and scattered along access roads and other areas of operations.				
20	Sec 4 (B) (4)	Cleaning and sweeping of roads shall be conducted to prevent accumulation of dust and other operational spoils within the working area & other applicable areas of the operation.				
21	Sec 4 (B) (5)	Tarpaulin shield shall be installed in between the vessel and pier apron to capture coal spillages from trucks.				
22	Sec 4 (B) (6)	Congestion at the mine stockpile area, staging area, and loading port shall be avoided for the safe and smooth movement of trucks and other vehicles.				
23	Sec 4 (B) (7)	Trucks, vessels and other coal conveyances shall be provided with appropriate fire-fighting equipment.				
24	Sec 4 (B) (8)	Trucks, vessels & other coal conveyances shall not be overloaded and shall be driven or operated within specified speed limit.				
25	Sec 4 (B) (9)	Spotters shall be designated during loading and unloading of coal.				

Section 4 (C) (I) Coal Handling and/or Transport of Coal by Land from Staging Area or Loading Port to Unloading Port or Area

26	Sec 4 (C) (I) (1)	Trucks shall be equipped with adequate brakes, lighting, audible backing horn, and early warning devices.				
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COMPLIANCE CHECKLIST (as of 10 Mar 2021)

No.	Reference Section	Provision	Compliance			Remarks/Evidence
			Yes	No	N/A	
27	Sec 4 (C) (I) (2)	The truck's cargo box shall be properly secured to prevent fugitive coal dust and/or coal spillages along the road.				
28	Sec 4 (C) (I) (3)	Truck mufflers shall be provided with silencer or any device to prevent generation of excessive noise.				
29	Sec 4 (C) (I) (4)	Unauthorized person and/or extraneous materials shall not be allowed to ride or be transported by trucks during coal transport.				
30	Sec 4 (C) (I) (5)	Truck tires shall be cleaned to remove dirt and mud before leaving the staging area.				
31	Sec 4 (C) (I) (6)	Coal spillages in barangay, municipal, or national road used by the conveyance shall be cleaned.				
32	Sec 4 (C) (I) (7)	Trucks and other coal conveyances shall be provided with appropriate fire-fighting equipment.				
33	Sec 4 (C) (I) (8)	Trucks and other coal conveyances shall not be overloaded and shall be driven or operated within specified speed limit.				

Section 4 (C) (II) Coal Handling and/or Transport of Coal by Sea from Staging Area or Loading Port to Unloading Port or Area

34	Sec 4 (C) (II) (1)	The tugboat and barge, or seagoing vessel shall have adequate lighting devices.				
35	Sec 4 (C) (II) (2)	Coal cargo shall be trimmed as leveled as possible and the barge or seagoing vessel shall be properly secured with appropriate cover to prevent coal spillages at sea.				
36	Sec 4 (C) (II) (3)	Unauthorized person and/or extraneous materials shall not be allowed to ride or be transported in the barge or seagoing vessel during coal transport.				

Section 4 (D) Coal Handling or Discharging in Unloading Port or Area

37	Sec 4 (D) (1)	Only authorized personnel shall be allowed to perform coal unloading in the port/unloading area.				
38	Sec 4 (D) (2)	Adequate lighting devices shall be provided during nighttime unloading operations.				
39	Sec 4 (D) (3)	The movement of equipment and personnel designated for unloading operation shall be closely supervised.				
40	Sec 4 (D) (4)	Coal spillages shall be prevented during the unloading of coal in the unloading port or area.				
41	Sec 4 (D) (5)	Temporary storage of coal on the pier apron shall be prohibited to prevent coal run-off				
42	Sec 4 (D) (6)	All handling equipment shall be maintained in good working condition and be readily available within the area to immediately address stockpile management requirements.				

Section 4 (E) Coal Handling and/or Transport from Unloading Port or Area to End-User/Coal Trader's Storage Facility

43	Sec 4 (E) (1)	The truck's cargo box shall be properly secured to prevent fugitive coal dust/particles and/or coal spillages along the road.				
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COMPLIANCE CHECKLIST (as of 10 Mar 2021)

No.	Reference Section	Provision	Compliance			Remarks/Evidence
			Yes	No	N/A	
44	Sec 4 (E) (2)	Truck tires shall be cleaned to remove dirt and mud before leaving the unloading port or area.				
45	Sec 4 (E) (3)	Cleaning and sweeping of roads shall be conducted to prevent the accumulation of dust and other operational spoils within the working area and other applicable areas of the operation.				
46	Sec 4 (E) (4)	Coal shall be unloaded only on its designated location in the storage facility.				
47	Sec 4 (E) (5)	Spotters shall be assigned during loading and unloading of coal.				
48	Sec 4 (E) (6)	Trucks and other coal conveyances shall be provided with appropriate fire-fighting equipment.				
49	Sec 4 (E) (7)	Trucks and other coal conveyances shall not be overloaded and shall be driven or operated within specified speed limit.				

Section 5 Coal Handling and Storage

50	Sec 5 (1)	Appropriate cover of the storage facility shall be provided to prevent emission of fugitive coal dust and foul odor.				
51	Sec 5 (2)	Coal shall be stored in a distinct area that has controls to prevent washout and contamination.				
52	Sec 5 (3)	The stockpile shall be designed, managed and maintained such that coal can be safely stored and handled.				
53	Sec 5 (4)	Settling pond/s with appropriate drainage system shall be constructed and maintained to capture run-off coal and other operational spoils.				
54	Sec 5 (5)	Perimeter fence shall be installed to control emission of fugitive dust and other operational spoils.				

Submitted By:

(Signature)

Name of Responsible Officer/

Designation