



DEPARTMENT ORDER NO. DO 2024-04-004

**ESTABLISHING THE HYDROGEN ENERGY INDUSTRY COMMITTEE (HEIC)  
AND THE HYDROGEN INSPECTION AND MONITORING TEAM (HIMT)  
PRESCRIBING THEIR FUNCTIONS AND RESPONSIBILITIES IN ACCORDANCE  
WITH DEPARTMENT CIRCULAR (DC) NO. DC2024-01-0001 OR THE  
HYDROGEN ENERGY GUIDELINES**

**WHEREAS**, Section 2 of Republic Act (RA) No. 7638, otherwise known as the “Department of Energy (DOE) Act of 1992,” as amended, declares it the policy of the State, among others, to ensure a continuous, adequate, and economic supply of energy with the end in view of ultimately achieving self-reliance in the country’s energy requirements through the integrated and intensive exploration, production, management, and development of the country’s indigenous energy sources;

**WHEREAS**, Section 4 of RA 7638, as amended, mandates the DOE to prepare, integrate, coordinate, supervise and control plans, programs, projects and activities of the Government related to energy exploration, development, utilization, distribution, and conservation;

**WHEREAS**, the Philippine Energy Plan 2023-2050 considers the role of hydrogen as another viable alternative and cleaner source of energy for the Philippines, as it has been globally recognized to provide a diverse range of energy applications, including distributed power, backup power, portable power, auxiliary power for passenger and freight vehicles, among others;

**WHEREAS**, the utilization of hydrogen carry significant implications for the country’s energy landscape, economic development, and environmental sustainability;

**WHEREAS**, on 12 January 2024, the DOE issued DC No. DC2024-01-0001 or the “Hydrogen Energy Guidelines” which provides for the national policy and general framework, roadmap, and guidelines for hydrogen in the energy sector; and

**WHEREAS**, Section 7 of the Hydrogen Energy Guidelines provides that the DOE shall organize the HEIC to oversee the implementation of the Hydrogen Energy Guidelines.

**NOW, THEREFORE**, in consideration of all the foregoing premises, the following are hereby adopted and promulgated:

**Section 1. Composition of the HEIC.** The HEIC shall be composed of the DOE technical bureaus and services led by an Undersecretary and Assistant Secretary. The HEIC shall be assisted by the Technical Secretariat from the Energy Utilization Management Bureau (EUMB). The members of the HEIC shall be of Director level and shall appoint their respective alternates, preferably, Division Chief and/or Supervisor,

to ensure proper representation and continuity in the performance of their respective functions.

The structure of the HEIC shall be as follows:

Chairperson:	Undersecretary
Vice Chairperson:	Assistant Secretary
Technical Secretariat:	EUMB - Alternative Fuels and Energy Technology Division (EUMB-AFETD)

Members:

Electric Power Industry Management Bureau (EPIMB);  
Energy Policy and Planning Bureau (EPPB);  
Energy Resource Development Bureau (ERDB);  
EUMB;  
Oil Industry Management Bureau (OIMB);  
Renewable Energy Management Bureau (REMB);  
Energy Research and Testing Laboratory Services (ERTLS);  
Financial Services (FS); and  
Legal Services (LS).

**Section 2. Responsibilities of the HEIC Chairperson.** The HEIC Chairperson shall have the following responsibilities:

- 2.1 oversee the execution and fulfillment of the mandate and functions set out in this Department Order (DO);
- 2.2 spearhead the formulation, updating, and implementation of the hydrogen energy industry roadmap;
- 2.3 set the priority and strategic direction on the development of the hydrogen energy industry in alignment with national energy goals;
- 2.4 preside over meetings of the HEIC, multi-sectoral consultations, and other stakeholder engagement activities relating to the hydrogen energy industry;
- 2.5 represent the HEIC in discussions, negotiations, agreements, legislative engagements, and any national and international collaboration, conventions and fora related to the hydrogen energy industry;
- 2.6 provide guidance on the decision-making process within the HEIC and facilitate consensus;
- 2.7 establish subcommittees and designate members as may be necessary;
- 2.8 delegate tasks and responsibilities to HEIC members;
- 2.9 approve proposals and agreements for research and pilot/demonstration studies, as recommended by the HEIC Technical Secretariat;

- 2.10 recommend to the Secretary appropriate sanctions, fines, and penalties relative to violations of prohibited acts under Section 23 of the Hydrogen Energy Guidelines and based on the report of the HIMT;
- 2.11 provide regular updates to relevant authorities on the progress of the hydrogen energy industry, including preparation of comprehensive reports on the achievements, challenges, and future plans for the hydrogen energy industry; and
- 2.12 perform such other powers and functions as may be necessary to attain the mandate of the HEIC.

**Section 3. Responsibilities of the HEIC Vice Chairperson.** The HEIC Vice Chairperson shall have the following responsibilities:

- 3.1 provide assistance to the HEIC Chairperson in the efficient fulfillment of the HEIC Chairperson's responsibilities and duties;
- 3.2 in the absence of the HEIC Chairperson, assume his/her responsibilities and duties to ensure continuity in leadership and decision-making;
- 3.3 perform the roles assigned by the HEIC Chairperson; and
- 3.4 foster collaboration among HEIC members to achieve the objectives outlined in the Hydrogen Energy Guidelines.

**Section 4. Responsibilities of the Members.** The HEIC members and alternates shall have the following responsibilities:

- 4.1 provide technical expertise and insights relevant to the hydrogen energy industry and foster a collaborative environment of diverse perspectives to ensure the formulation of well-informed decisions;
- 4.2 actively participate in HEIC meetings, discussions, and decision-making processes and encourage open dialogue and the exchange of ideas among members;
- 4.3 represent the interests and perspectives of their respective bureaus or services;
- 4.4 share relevant information, research findings, and proposals related to the hydrogen energy industry;
- 4.5 contribute to and participate in any designated Technical Working Group (TWG), subcommittees, training, and relevant activities, as may be necessary;
- 4.6 evaluate proposals and agreements for research, technical and other forms of assistance to the DOE;

- 4.7 collaborate with other HEIC members, stakeholders, and external entities to advance the objectives of the HEIC, recognizing the value of partnerships in achieving common goals;
- 4.8 provide technical assistance to stakeholders as may be assigned by the HEIC Chairperson;
- 4.9 provide insights and legal opinion on the sanctions, fines, and penalties to be imposed relative to violations of prohibited acts under Section 23 of the Hydrogen Energy Guidelines and based on the report of the HIMT;
- 4.10 ensure timely reporting of activities and developments relevant to the hydrogen energy industry within their respective bureaus or services; and
- 4.11 actively engage in capacity-building initiatives and training programs related to the hydrogen energy industry to ensure continuous learning and skill development among members.

**Section 5. Responsibilities of the HEIC Technical Secretariat.** The EUMB-AFETD, as the designated Technical Secretariat, shall have the following responsibilities:

- 5.1 provide technical and administrative support to the HEIC and Hydrogen TWG during the conduct of meetings and other related activities;
- 5.2 prepare and maintain documentation of HEIC activities, decisions, and outcomes;
- 5.3 facilitate communication between the HEIC and external stakeholders;
- 5.4 assess and recommend members for nomination to the Hydrogen TWG;
- 5.5 consolidate efforts in capacity building and training programs for the HEIC;
- 5.6 assist the HEIC members in any proposals and agreements, and the gathering of research and pilot/demonstration studies for the approval of the HEIC;
- 5.6 coordinate and facilitate all activities related to the formulation, review, updating, and implementation of the strategic roadmap;
- 5.7 prepare the recommendation of the HEIC to the Secretary regarding the imposition of fines and penalties on individuals or entities found in violation of Section 23 of the Hydrogen Energy Guidelines; and
- 5.8 prepare budgetary requirements of the HEIC.

The HEIC Technical Secretariat shall assist the HEIC Chairperson in setting the agenda for each meeting. Minutes of each meeting, including action items and

decisions and agreements reached, shall be documented and circulated to all HEIC Members.

**Section 6. Establishment of Hydrogen Technical Working Group.** Pursuant to Section 8 of the Hydrogen Energy Guidelines, a TWG shall be established by the HEIC to address the technical aspect of the hydrogen energy industry development such as, but not limited to the development, adoption, and updating of regulatory standards, codes, and certification mechanisms for the hydrogen energy industry.

The TWG shall be composed of technical experts and representatives from relevant government agencies, industries, professional associations, research institutions, and the academe. Separate guidelines shall be issued on the composition, membership, and responsibilities of the TWG.

The TWG Head shall be the EUMB Director and shall spearhead and preside over TWG meetings. The output of the TWG shall be presented in the regular meetings of the HEIC for approval.

**Section 7. Establishment of the Hydrogen Inspection and Monitoring Team (HIMT).** The DOE, through the HIMT, shall conduct enforcement, monitoring, and verification to ensure compliance by Hydrogen Energy Industry Participants with applicable laws and regulations, in accordance with Section 19 of the Hydrogen Energy Guidelines.

7.1 **HIMT.** An HIMT shall be established as follows:

Team Leader:	EUMB-Director
Members:	EUMB - AFETD LS – General Legal Services Division (GLSD) FS – Power Compliance Division (PCD) Field Office

7.2 **Responsibilities.** The HIMT under this DO shall perform the following:

7.2.1 The HIMT Leader shall:

- a. plan and direct the HIMT activities including the determination of inspection/monitoring scope;
- b. authorize all assigned HIMT members to conduct the inspection/monitoring activity; and
- c. review and endorse the inspection/monitoring report to the HEIC.

7.2.2 The HIMT Members shall:

- a. conduct site visit/inspection and monitor compliance with regulations outlined in the Hydrogen Energy Guidelines, including

verifying the accuracy of information provided by any Hydrogen Energy Industry Participant;

- b. assign personnel to conduct the inspection/monitoring activity;
- c. evaluate the financial, legal, and technical capacity of hydrogen energy projects;
- d. coordinate with any Hydrogen Energy Industry Participant for the conduct of inspection/monitoring;
- e. prepare the inspection/monitoring report including findings and recommendations; and
- f. furnish the inspection/monitoring report to the hydrogen energy participant following recommendation of the HEIC.

**7.3 Conduct of Inspection/Monitoring.** Inspection/monitoring shall be conducted by the HIMT and shall be carried out on the following:

- a. any Hydrogen Energy Industry Participant;
- b. hydrogen energy projects; and
- c. any person or entity engaged in research, studies, experiments or other similar projects/activities involving hydrogen energy.

Hydrogen Energy Industry Participants shall have the obligation to fully cooperate with the DOE during the conduct of enforcement, monitoring, and verification activities, in accordance with Section 18 of the Hydrogen Energy Guidelines.

All inspection/monitoring reports shall incorporate the findings and recommendations of the HIMT members which shall be reviewed by the HIMT Leader.

The reviewed report shall be endorsed to the HEIC for recommendation to the DOE Secretary regarding the imposition of fines and penalties on individuals or entities found in violation of Section 23 of the Hydrogen Energy Guidelines. HIMT Member/s shall further provide the inspection/monitoring report with the indicated fines and penalties, as may be applicable, to the Hydrogen Energy Industry Participant/s.

**Section 8. Conduct of HEIC Meetings.** The HEIC shall meet every quarter or as often as may be necessary to discuss the agreements of the TWG, research and pilot demonstrations proposals and studies, capacity building activities and administrative cases for the violation of prohibited acts under Section 23 of the Hydrogen Energy Guidelines. The schedule of meetings shall be set as agreed by the HEIC Members. The mode of meetings shall be face-to-face in the DOE offices, or virtually.

To conduct official business for every meeting, there must be a quorum which shall be at least half of the HEIC Members. The quorum shall be determined at the beginning of each meeting. In the absence of a quorum, no official action or decision may take place.

**Section 9. Capacity Building.** Pursuant to Section 7.3 of the Hydrogen Energy Guidelines, to ascertain the development in the hydrogen energy industry and enhance personnel competencies, the HEIC shall undergo capacity building activities focusing on the analysis and evaluation of hydrogen energy data. The HEIC Technical Secretariat shall collaborate with international counterparts, relevant government agencies, universities and colleges, research institutions, and private experts to design and deliver comprehensive training programs and sharing of best practices. Members of the HEIC shall also submit relevant capacity building programs to the HEIC Technical Secretariat for consolidation.

Identified capacity-building activities shall be endorsed to the DOE-Personnel Development Committee for processing. Personnel who will undergo capacity building activities shall submit a detailed report with recommendations and share their acquired knowledge, insights, and experiences in accordance with the DOE – Learning and Development Guidelines.

**Section 10. Research and Development (R&D).** Proposed research activities, studies, or experiments to address the challenges and opportunities in the energy sector, promote the transfer of knowledge, technologies and services and the development of solutions to issues energy security, efficiency, and conservation, may be awarded grants or assistance in accordance with applicable DOE guidelines.

Any submitted proposal shall be evaluated by the HEIC Technical Secretariat, with the assistance of the HEIC Members, and recommended by the HEIC Chairperson for approval by the DOE Secretary. Upon the approval of the proposal, a Memorandum of Agreement shall be forged between the proponent and the DOE.

Financial grants for green hydrogen and green hydrogen derivatives shall be sourced from the Renewable Energy Trust Fund consistent with existing rules and regulations. All other financial grants for hydrogen or hydrogen derivatives shall be charged against the current appropriations of the DOE for 2024. Thereafter, the amount necessary for the continued support of qualified research and development activities shall be included in the annual General Appropriations Act (GAA) of the DOE.

**Section 11. Assistance.** To execute its mandate and functions, the HEIC may call upon the support or assistance of DOE-attached agencies, relevant government agencies, and local or international partner organizations, or procure the services of highly technical experts in the conduct of various activities of the HEIC.

**Section 12. Funding Requirement.** The funds to support this DO including administrative, logistics, and personnel support, and work plan implementation shall be sourced from the current appropriations of the DOE for 2024, subject to applicable

accounting rules and regulations. Thereafter, appropriations for the implementation of this DO shall be incorporated in the annual GAA of the DOE.

**Section 13. Repealing Clause.** The provisions of other circulars, orders, issuances, rules, and regulations which are inconsistent with the provisions of this DO, are hereby repealed, amended, modified, or superseded accordingly.

**Section 14. Separability Clause.** If any section or provision of this DO is declared unconstitutional or invalid, such parts not affected shall remain valid and subsisting.

**Section 15. Effectivity.** This Order shall take effect immediately and shall remain in effect until otherwise modified or revoked.

Issued this APR 08 2024 at the DOE, Energy Center, Rizal Drive cor. 34<sup>th</sup> Street, Bonifacio Global City, Taguig City.

  
RAPHAEL P.M. LOTILLA  
Secretary







**SPECIAL ORDER NO. SO 2024-04-0021**

**ESTABLISHING THE HYDROGEN ENERGY INDUSTRY COMMITTEE OF THE DEPARTMENT OF ENERGY**

In the exigency of service and pursuant to Department Circular (DC) No. DC2024-01-0001, titled “*Hydrogen Energy Guidelines*”, and Department Order (DO) No. DO2024-04-0004, titled “*Establishing the Hydrogen Energy Industry Committee (HEIC) and the Hydrogen Inspection and Monitoring Team (HIMT) Prescribing Their Functions and Responsibilities in Accordance with Department Circular No. DC2024-01-0001 or the Hydrogen Energy Guidelines*”, the Department of Energy (DOE) is mandated to establish its Hydrogen Energy Industry Committee (HEIC), and, for this purpose, hereby designates the following:

<b>Name of Official</b>	<b>Designation</b>
<b>Undersecretary Alessandro O. Sales</b>	Chairperson
<b>Assistant Secretary Ronald V. Conquilla</b>	Vice Chairperson
<b>Dir. Irma C. Exconde</b> Electric Power Industry Management Bureau (EPIMB)	Member
<b>Dir. Michael O. Sinacruz</b> Energy Policy and Planning Bureau (EPPB)	
<b>Dir. Nenito C. Jariel Jr.</b> Energy Resource Development Bureau (ERDB)	
<b>Dir. Patrick T. Aquino, CESO III</b> Energy Utilization Management Bureau (EUMB)	
<b>Dir. Rino E. Abad</b> Oil Industry Management Bureau (OIMB)	
<b>Dir. Marissa P. Cerezo</b> Renewable Energy Management Bureau (REMB)	
<b>Dir. Amelia G. De Guzman</b> Energy Research and Testing Laboratory Services (ERTLS)	
<b>Dir. Augustus Cesar A. Navarro</b> Financial Services (FS)	
<b>OIC-Dir. Myra Fiera F. Roa</b> Legal Services (LS)	
<b>Ms. Lourdes Maria A. Capricho</b> Chief Science Research Specialist Alternative Fuels and Energy Technology Division EUMB	

Moreover, pursuant to Sections 6 and 7 of DO No. DO2024-04-0004, Dir. Patrick T. Aquino shall be designated as the Hydrogen Technical Working Group (TWG) Head and Hydrogen Inspection and Monitoring Team (HIMT) Leader.

The designation of the above personnel is based on their current respective positions/designations; hence, they will be automatically replaced by the new incumbent in case of new appointment or designation.

The Committee Member shall designate an official alternate representative in his/her absence during meetings through an official notification to the Chairperson.

The Committee shall comply with all the responsibilities stipulated in DO No. DO2024-04-0004 for the effective implementation of DC No. DC2024-01-0001.

To ensure compliance with DC No. DC2024-01-0001, the HEIC shall meet at least once every quarter or as often as necessary.

This Special Order shall take effect immediately upon signing and shall remain in full force and effect until revoked in writing by the undersigned or any other competent authority.

Issued this APR 19 2024 at the DOE, Energy Center, Rizal Drive cor. 34<sup>th</sup> Street, Bonifacio Global City, Taguig City.

  
**RAPHAEL P.M. LOTILLA**  
Secretary

