UNIVERSITY POLICY NO. 026, SERIES OF 2025

POLICY ON SUSTAINABLE WATER EXTRACTION, GROUNDWATER PROTECTION, AND RESPONSIBLE CAMPUS WATER RESOURCE MANAGEMENT

SECTION 1. POLICY DECLARATION

Quezon City University (QCU), in fulfillment of its institutional commitment to environmental sustainability, responsible resource management, ecological protection, and sustainable development, hereby adopts this Policy on Sustainable Water Extraction, Groundwater Protection, and Responsible Campus Water Resource Management.

The University recognizes that freshwater resources, including groundwater, aquifers, rivers, lakes, and other natural water sources, are essential to human health, ecological sustainability, and socioeconomic development. It further acknowledges that unsustainable water extraction may contribute to groundwater depletion, environmental degradation, reduced water availability, and adverse effects on surrounding communities and ecosystems.

Consistent with Sustainable Development Goal 6 (Clean Water and Sanitation), QCU shall ensure that any direct extraction of water from natural sources undertaken within University-owned, operated, or managed facilities is conducted through legally authorized, environmentally responsible, and technically appropriate methods.

The University shall prioritize sustainable water extraction technologies, efficient water-use systems, appropriate monitoring mechanisms, and preventive measures designed to minimize adverse environmental impacts.

This policy shall apply to any existing or future University-managed water extraction activities, whether conducted on campus or at off-campus facilities under QCU's operational control.

The University shall not undertake or authorize water extraction activities that violate applicable water resource regulations, exceed authorized extraction limits, or create unacceptable risks to public health, surrounding communities, or the environment.

Where QCU does not directly extract water from natural sources, this policy shall establish the institutional requirements that must be satisfied before any future extraction activity may be undertaken.

SECTION 2. LEGAL AND POLICY BASES

This policy is anchored on the following legal and policy frameworks:

2.1. The 1987 Philippine Constitution. Article II, Section 16 recognizes the people's right to a balanced and healthful ecology in accordance with the rhythm and harmony of nature.

2.2. Presidential Decree No. 1067, or the Water Code of the Philippines. Establishes the legal framework governing the appropriation, utilization, development, conservation, and protection of water resources.

2.3. Implementing Rules and Regulations of the Water Code of the Philippines. Provides relevant requirements concerning water permits, water appropriation, groundwater utilization, and related regulatory procedures.

2.4. Republic Act No. 9275, or the Philippine Clean Water Act of 2004. Provides the framework for protecting water quality and managing water resources against pollution.

2.5. Presidential Decree No. 1586, or the Philippine Environmental Impact Statement System. Establishes environmental impact assessment requirements for projects falling within its coverage.

2.6. Republic Act No. 9729, or the Climate Change Act of 2009. Promotes climate change adaptation, resilience, and the integration of environmental considerations into development planning.

2.7. Presidential Decree No. 1096, or the National Building Code of the Philippines. Establishes applicable requirements for building construction, infrastructure, and related facilities.

2.8. Applicable National Water Resources Board Regulations. Provide regulatory requirements concerning water rights, water permits, groundwater extraction, and related water resource management activities.

2.9. Applicable Department of Environment and Natural Resources Regulations. Provide relevant environmental protection requirements, including those concerning water resources and environmental compliance.

2.10. Applicable Quezon City Environmental and Building Regulations. Establish local requirements relevant to water resource management, infrastructure development, environmental protection, and sustainable facilities management.

2.11. United Nations Sustainable Development Goal 6. Promotes sustainable water resource management, improved water-use efficiency, and the protection of water-related ecosystems.

2.12. United Nations Sustainable Development Goal 13. Promotes climate resilience and responsible adaptation to climate-related environmental risks.

SECTION 3. OBJECTIVES

3.1. General Objective

To institutionalize sustainable, environmentally responsible, and legally compliant water extraction and resource management practices in all applicable Quezon City University facilities, whether located on campus or off campus.

3.2. Specific Objectives

This policy specifically aims to:

1. Ensure that any direct water extraction undertaken by QCU complies with applicable national and local regulations.
2. Require the use of sustainable and technically appropriate water extraction technologies in University-managed extraction facilities.
3. Prevent excessive groundwater withdrawal and other environmentally harmful extraction practices.
4. Establish appropriate monitoring mechanisms for water extraction volumes, source conditions, and environmental impacts.
5. Promote efficient utilization of extracted water and minimize unnecessary water losses.

6. Protect groundwater resources, natural water bodies, and surrounding ecosystems from contamination and degradation.
7. Encourage the adoption of alternative water sources, including rainwater harvesting, where appropriate and technically feasible.
8. Establish institutional accountability for the planning, authorization, operation, maintenance, and evaluation of water extraction systems.
9. Support the University's contribution to SDG 6 and its broader sustainability commitments.

SECTION 4. SCOPE AND COVERAGE

This policy shall apply to all existing and future water extraction activities undertaken directly by QCU or by contractors and service providers acting under its authority.

It shall cover:

4.1. On-Campus Water Extraction Facilities

Any University-managed groundwater wells, pumping facilities, water intake systems, or other infrastructure used to extract water directly from natural sources within University premises.

4.2. Off-Campus University Facilities

Any University-owned, leased, operated, or managed off-campus facility where QCU exercises operational control over water extraction activities.

4.3. Research and Demonstration Facilities

Water extraction systems established for authorized academic research, technical demonstrations, environmental monitoring, or related educational purposes.

4.4. Infrastructure Development Projects

Proposed construction, renovation, or infrastructure projects involving the installation or operation of groundwater wells, surface water intake facilities, or other water extraction systems.

4.5. Contractors and Service Providers

Contractors, technical consultants, equipment suppliers, and service providers engaged in water extraction activities on behalf of the University.

This policy shall not be interpreted as establishing that QCU currently operates groundwater wells or other direct extraction facilities. QCU shall determine the existence and operational status of such facilities through an institutional water source assessment.

SECTION 5. GENERAL POLICY GUIDELINES

5.1. Sustainable Water Extraction Requirement

QCU shall require that any direct extraction of water from groundwater, aquifers, rivers, lakes, or other natural sources be conducted using sustainable, legally authorized, and technically appropriate methods.

Water extraction shall be undertaken only when justified by legitimate institutional needs and supported by the required technical assessments and regulatory approvals.

The University shall ensure that extraction practices are designed to minimize unnecessary water withdrawal and reduce adverse impacts on natural water resources.

5.2. Water Extraction Permits and Regulatory Compliance

Before establishing or operating any direct water extraction system, the University shall determine and secure all permits, clearances, and authorizations required under applicable laws and regulations.

Where required, the University shall obtain the appropriate water permit from the National Water Resources Board or other competent authority.

Water extraction shall remain within authorized limits and shall comply with all applicable permit conditions.

No University office, contractor, or service provider shall undertake unauthorized groundwater drilling or water withdrawal.

5.3. Application of Sustainable Water Extraction Technologies

All new water extraction systems shall incorporate appropriate technologies and operational controls designed to improve efficiency and minimize environmental impacts.

Depending on the water source, site conditions, and technical feasibility, such technologies may include:

1. Water-efficient pumping systems.
2. Variable-frequency drives or other appropriate pump control technologies.
3. Flow meters and extraction volume monitoring devices.
4. Automated pump controls and protective shut-off mechanisms.
5. Groundwater level monitoring equipment.
6. Leak detection and water distribution monitoring systems.
7. Appropriate filtration and water treatment technologies.
8. Monitoring systems that support compliance with authorized extraction limits.

QCU shall select extraction technologies based on technical assessments, applicable regulatory requirements, resource availability, and environmental considerations.

5.4. Groundwater Protection and Sustainable Withdrawal

Where QCU undertakes groundwater extraction, it shall implement appropriate measures to prevent excessive withdrawal and protect aquifer sustainability.

These measures shall include:

1. Assessment of groundwater availability and extraction feasibility.
2. Compliance with authorized extraction volumes.
3. Monitoring of groundwater levels where required or technically appropriate.
4. Prevention of unnecessary pumping and water wastage.
5. Regular inspection and maintenance of extraction equipment.
6. Protection of wells against contamination.
7. Evaluation of potential impacts on surrounding water users and ecosystems.

Where monitoring indicates potentially harmful extraction impacts, the University shall promptly assess the situation and implement appropriate corrective measures, including reduction or suspension of extraction when necessary.

5.5. Protection of Surface Water Sources

Where water is extracted from rivers, lakes, or other surface water bodies, the University shall implement appropriate measures to protect water quality, aquatic ecosystems, and downstream users.

Extraction facilities shall comply with applicable environmental regulations and authorized withdrawal limits.

The University shall avoid extraction practices that cause unnecessary habitat disturbance, pollution, or other preventable environmental harm.

5.6. Water Extraction Monitoring and Measurement

All University-managed direct water extraction facilities shall be subject to appropriate monitoring and documentation.

Where applicable, monitoring shall include:

1. Volume of water extracted.
2. Frequency and duration of extraction activities.
3. Water source conditions.
4. Groundwater levels or relevant surface water indicators.
5. Equipment performance and operational efficiency.
6. Water quality monitoring, where required.
7. Compliance with applicable permits and regulatory conditions.

Monitoring frequency shall be determined according to regulatory requirements, technical recommendations, and the nature of the extraction system.

5.7. Water Conservation and Efficient Utilization

Water obtained through direct extraction shall be utilized efficiently and responsibly.

The University shall implement appropriate conservation measures to minimize water losses during pumping, storage, distribution, and consumption.

Extracted water shall not be used wastefully or for activities that can reasonably be supported through more sustainable alternatives.

5.8. Alternative Water Sources

QCU shall evaluate opportunities to reduce dependence on directly extracted freshwater through appropriate alternative water sources.

These may include:

1. Rainwater harvesting systems.
2. Safe reuse of treated wastewater for appropriate nonpotable applications.
3. Water-efficient plumbing and distribution systems.
4. Water conservation technologies.
5. Other environmentally appropriate water management alternatives.

Implement alternative water sources only when technically feasible and compliant with applicable health, safety, and environmental requirements.

5.9. Preventive Maintenance and Equipment Efficiency

The University shall establish appropriate preventive maintenance procedures for water extraction and distribution systems.

Maintenance activities shall include inspection of pumps, valves, pipelines, storage facilities, monitoring equipment, and other relevant infrastructure.

QCU shall repair or replace defective equipment and identified leaks within reasonable periods, based on operational urgency and available resources.

5.10. Environmental Risk Assessment

Before developing a new water extraction facility, QCU shall conduct an appropriate technical and environmental assessment.

The assessment shall consider:

1. Availability and sustainability of the proposed water source.
2. Potential effects on groundwater or surface water levels.
3. Potential impacts on surrounding communities and ecosystems.
4. Water quality and contamination risks.
5. Technical feasibility and operating requirements.
6. Regulatory and permit obligations.
7. Opportunities to use less resource-intensive alternatives.

Where a project falls within the Philippine Environmental Impact Statement System, the University shall comply with the applicable environmental assessment and clearance requirements.

5.11. Community and Environmental Responsibility

The University shall ensure that its water extraction activities do not unnecessarily compromise the legitimate water needs of surrounding communities.

QCU shall coordinate with relevant authorities and stakeholders when proposed extraction activities may affect shared water resources.

The University shall prioritize environmental protection, public health, and long-term water resource sustainability.

SECTION 6. IMPLEMENTATION MECHANISMS

6.1. Institutional Water Source Assessment

The designated facilities management unit shall undertake an assessment of the University's water supply sources.

The assessment shall identify:

1. Existing water supply arrangements.
2. Whether QCU directly extracts groundwater or surface water.
3. Locations of any University-managed extraction facilities.
4. Available water extraction permits and regulatory documents.
5. Existing extraction technologies and monitoring equipment.
6. Opportunities for improved water efficiency and sustainability.

The assessment shall establish whether the University currently undertakes direct water extraction activities.

6.2. Sustainable Water Extraction Management Plan

Where direct extraction facilities exist or are proposed, the University shall develop a Sustainable Water Extraction Management Plan.

The plan shall identify the water source, extraction purpose, applicable permits, installed technologies, authorized withdrawal limits, monitoring procedures, maintenance requirements, responsible offices, and environmental protection measures.

6.3. Technical Review and Approval

All proposed water extraction projects shall undergo appropriate technical review before implementation.

The review shall determine the project's necessity, environmental sustainability, regulatory compliance, technological suitability, and potential impacts.

6.4. Installation of Monitoring and Control Systems

Where direct extraction facilities are operated, the University shall install and maintain appropriate measurement and control systems in accordance with permit requirements and technical recommendations.

6.5. Operational Monitoring

The designated facilities management unit shall monitor the operation of extraction systems and maintain relevant records.

Any abnormal extraction patterns, equipment deficiencies, or potential environmental concerns shall be documented and addressed.

6.6. Corrective and Preventive Action

Where monitoring identifies noncompliance or potentially unsustainable extraction practices, the University shall implement appropriate corrective measures.

These may include equipment adjustments, reduction of extraction volumes, infrastructure repairs, further technical assessments, or suspension of extraction activities.

SECTION 7. ROLES AND RESPONSIBILITIES

7.1. Office of the University President

The Office of the University President shall provide overall institutional direction, oversight, and support for the implementation of this policy.

7.2. Office of the Vice President for Administration or Equivalent Office

The designated administrative office shall oversee compliance with institutional water resource management requirements and coordinate relevant infrastructure and operational measures.

7.3. Facilities Management and Maintenance Unit

The designated facilities management unit shall:

1. Conduct the institutional water source assessment.
2. Maintain records of water supply and extraction facilities.
3. Coordinate the technical assessment of extraction systems.
4. Monitor extraction volumes and equipment performance.
5. Implement preventive maintenance activities.
6. Maintain relevant permits and technical documentation.
7. Prepare periodic monitoring and compliance reports.

7.4. Planning and Infrastructure Development Unit

The office responsible for infrastructure planning shall ensure that proposed water extraction systems undergo appropriate technical, environmental, and regulatory review.

7.5. Sustainability or Environmental Management Focal Office

The designated sustainability focal office shall coordinate environmental monitoring, sustainability documentation, and relevant institutional reporting.

7.6. Procurement Unit

The Procurement Unit shall ensure that relevant sustainability and technical requirements are incorporated into the procurement of water extraction equipment and related services.

7.7. Academic and Research Units

Academic and research units undertaking activities involving direct water extraction shall comply with applicable institutional and regulatory requirements.

7.8. Contractors and Service Providers

All contractors and service providers involved in University-managed water extraction activities shall comply with applicable laws, permit conditions, technical specifications, and institutional environmental requirements.

SECTION 8. MONITORING, EVALUATION, AND PERFORMANCE INDICATORS

The University shall establish an appropriate monitoring and evaluation framework for any direct water extraction activities.

The following indicators shall guide monitoring where applicable:

Performance indicator	Monitoring requirement
Direct water extraction facilities	Number and location of operational extraction systems
Water extraction permits	Validity and compliance status of required permits
Water extraction volume	Volume extracted in cubic meters
Authorized extraction limits	Comparison of actual withdrawal against permitted limits
Sustainable extraction technologies	Inventory of installed efficiency and monitoring technologies
Groundwater or surface water conditions	Relevant source-level or environmental monitoring results
Equipment maintenance	Number of inspections, repairs, and preventive maintenance activities
Environmental compliance	Documented compliance with applicable regulatory requirements
Corrective actions	Number and status of measures addressing identified deficiencies

Monitoring requirements shall apply only to relevant facilities and activities.

Where no direct extraction facilities exist, the University shall document this finding and maintain the policy as a framework for future water extraction proposals.

SECTION 9. DOCUMENTATION AND RECORDKEEPING

The University shall maintain appropriate documentation demonstrating the implementation of sustainable water extraction requirements.

Relevant records may include:

1. Approved institutional policy.
2. Institutional water source assessment.
3. Water permits and regulatory authorizations.
4. Technical plans and specifications for extraction systems.
5. Equipment inventories and manufacturer specifications.
6. Water extraction and flow monitoring records.
7. Groundwater or surface water monitoring reports.
8. Maintenance and inspection records.
9. Environmental assessment and compliance documents.
10. Corrective action reports.
11. Photographs of extraction facilities and installed technologies.
12. Sustainable Water Extraction Management Plan.

All records shall be maintained in accordance with applicable University records management procedures.

SECTION 10. COMPLIANCE AND ACCOUNTABILITY

All concerned University offices, departments, personnel, contractors, and service providers shall comply with the provisions of this policy.

No water extraction activity shall be undertaken without the necessary legal authorization and institutional approval.

Identified noncompliance shall be addressed through appropriate corrective measures, subject to applicable laws and University procedures.

SECTION 11. POLICY DISSEMINATION AND PUBLIC ACCESS

Upon approval, this policy shall be disseminated to all concerned University offices, faculty members, administrative personnel, students, and relevant service providers.

The policy shall be made publicly accessible through the official Quezon City University website and other appropriate institutional communication channels.

SECTION 12. POLICY REVIEW AND CONTINUOUS IMPROVEMENT

This policy shall be reviewed at least once every three (3) years, or earlier when warranted by changes in applicable water resource regulations, extraction technologies, institutional infrastructure, or environmental conditions.

The review shall consider technical assessments, water extraction monitoring results, regulatory compliance records, and recommendations from relevant authorities.

Proposed amendments shall be submitted through the appropriate University approval processes.

SECTION 13. SEPARABILITY CLAUSE

If any provision of this policy is declared invalid or unenforceable by competent authority, the remaining provisions shall remain in full force and effect.

SECTION 14. REPEALING AND AMENDING CLAUSE

All existing University policies, memoranda, guidelines, and procedures inconsistent with this policy shall be reviewed and, where appropriate, amended or superseded in accordance with applicable institutional procedures.

SECTION 15. EFFECTIVITY

This policy shall take effect upon approval by the University President, subject to any additional approval requirements under applicable laws, University governance rules, and institutional procedures.

All concerned University offices shall undertake the necessary measures for its dissemination, implementation, monitoring, and evaluation.

APPROVED BY:

DR. THERESITA V. ATIENZA
University President

Date Approved: April 7, 2025

Cc: Office of the Vice President for Academic Affairs
Office of the Vice President for Administration and Finance
Records Management Office