



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
OFFICE OF THE SECRETARY
Manila

097.13 DPWH
02-20-2014

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DEPARTMENT ORDER)
No. **17**)
Series of 2014)
02.20.14)

**SUBJECT: CREATION OF COMMITTEE ON THE
RELOCATION / TRANSFER AND
FACILITIES IMPROVEMENT OF DPWH
OFFICES**

In order to facilitate the immediate systematic and cost effective relocation and transfer of the DPWH Offices to a new government site and to review, oversee/ monitor the repair, rehabilitation and/or improvement of office facilities of various DPWH Offices, a DPWH Committee and its Technical Working Group (TWG) are hereby created to plan, coordinate and negotiate the said transfer and to evaluate the Detailed Estimate and Program of Work of any construction/repair projects for office facilities improvement. The Committee/TWG shall be composed of the following:

COMMITTEE:

Chairman : Undersecretary for Support Services
Vice-Chairman : Assistant Secretary for Support Services
Members : Assistant Secretary for Regional Operations Concerned
Director, Bureau of Design
Regional Director Concerned
Director, Human Resource and Administrative Service
Director, Planning Service
Director, Financial and Management Service
Project Director Concerned

The Committee shall handle all relocation and transfer of offices. It shall undertake identification and acquisition of site including documentation and the conduct of necessary consultation with concerned local officials or private sectors. The Committee shall oversee the preparation of site development plans which includes the construction/renovation and improvement of new DPWH building/offices and housing facilities for affected employees, the identification of available funding and support services, and eventual transfer of personnel, records, office equipment, furniture, supplies and other properties of the concerned office. Furthermore, the Committee shall also monitor facilities improvement in the DPWH Central Office and field offices. In this regard, Regional Offices, District Engineering Offices and all other DPWH offices outside the Central Office shall submit for the Committee's information, copies of plans, detailed estimates, programs of work of any construction/repair projects for office facilities improvement.

The Committee Chairman and Vice-Chairman are hereby authorized to attend the inter-agency meeting concerning the said transfer and shall give status report to the Secretary.

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