



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

097.13 DPWH

05-08-2006

MAY 05 2006

DEPARTMENT ORDER)
No. 28)
Series of 2006 05-08-2006)
SUBJECT: SECURING THE AUTOMATIC
TRAFFIC CLASSIFIER MACHINES
AND PORTABLE WEIGHING
SCALES FOR THE NATIONAL ROAD
TRAFFIC SURVEY PROGRAM

This Department Order (D.O.) supplements D.O. No. 207, Series of 2004, regarding the implementation of the National Road Traffic Survey Program (NRTSP). It prescribes the policies and procedures in securing the Automatic Traffic Classifier (ATC) machines installed at 578 traffic count sites nationwide, as well as the Portable Weighing Scales (PWS). It also assigns the corresponding tasks and responsibilities to the Central Office, Regional Offices, and District Engineering Offices to ensure that the machines and installations remain secured and in operational condition.

A. Policies and Procedures

1. The ATC installations shall be regarded as any other utility such as water mains, power lines, and telephone cables. As such, when these installations are affected under a separate civil works project, they shall be included in a relocation plan (if required). The Department's appointed contractor shall do the reinstallation of the sensor cables and connecting wiring at the agreed prices. However, the cost shall be initially borne by the contractor doing the civil works for later reimbursement in accordance with existing rules and regulations.
2. The detailed utility plan with specifications for ATC installations shall be included in the bid documents (where required) for civil works, and the bidder shall include the related costs of ATC installation relocation in their bids. The designated offices shall also supervise the installation under a subsequent civil works contract.
3. To prevent theft and vandalism of embedded cables and machines, the detector pits will be protected with steel cages.
4. The ATC and PWS machines under the responsibility of the Central Office and the Regional Offices shall exclusively be used for the NRTSP, unless the concerned Regional Director authorizes other uses, in exceptional cases, subject to existing policies and guidelines.

B. Tasks and Responsibilities

To ensure the security and continuous operation of the machines and installations, the concerned offices in the Department are hereby assigned the following tasks and responsibilities:

1. The **Regional Offices** shall have overall responsibility for:
 - Security and operational aspects of ATC machines and the embedded sensors, cables and wiring, and detector pits. The concerned Regional Office personnel shall exercise due diligence in the supervision of the same. They shall be vigilant in detecting security breaches in connection with the weekly downloading of data. This can be done, among others, by getting information on suspicious persons in relation to the ATC operations from residents in the area around the survey site.
 - Assisting and monitoring the District Engineering Offices in the conduct of security and delegated operational procedures for ATC machines and the embedded sensors, cables and wiring, and detector pits.
 - Informing on time the local police concerned and the Traffic Analysis Section (TAS) of the Department of any untoward incidence, and submitting a monthly report on the abovementioned security aspects of automatic traffic counting to TAS every 7th weekday of the succeeding month.
 - Ensuring that the detailed utility plan with specifications for ATC installations (if required) is included in the bid documents for civil works under Regional Offices and that the bid evaluation includes this aspect regarding costing and installation measures. The Regional Offices shall also supervise the installation under a subsequent civil works contract under their purview.
 - Ensuring that the District Engineering Offices comply with the utility relocation requirements for the ATC machines.
2. The **District Engineering Offices** concerned shall be responsible for:
 - Assisting the personnel of the Regional Office in monitoring the security aspects of the installed ATC machines.
 - Obtaining formal cooperation from concerned local police and barangay officials, such as tanods, and residents in checking on the security of the installations.

- Ensuring that the detailed utility plan with specifications for ATC installations (if required) is included in the bid documents for civil works under Regional Offices.
 - Ensuring compliance with the utility relocation requirement for the ATC machines.
3. The **Project Management Offices** concerned shall be responsible for:
- Ensuring that the detailed utility plan with specifications for ATC installations (if required) is included in the bid documents for civil works in coordination with the Regional Offices and that the bid evaluation includes this aspect regarding costing and installation measures.
4. The **Planning Service of the Central Office** shall be responsible for:
- Monitoring the Regional Offices in the conduct of security and operational procedures for ATC machines and the embedded sensors, cables and wiring, and detector pits, as well as the deployment and use of Portable Weighing Scales.

The pro-active diligence of the Department's field personnel concerned is required to oversee that the machines and installations remain secured and in operational condition.

Inquiries relating to the aforementioned policies, procedures and responsibilities shall be addressed to the Application User Coordinator, c/o the Chief of the Traffic Analysis Section, Project Evaluation Division, Planning Service (Telephone No. 304-3351).

Any violation of these policies and procedures and non-compliance with the assigned tasks and responsibilities shall subject the erring employee or official concerned to appropriate sanction(s), in accordance with the Civil Service rules and regulations and other pertinent laws and regulations.

This Order supersedes all previous related issuances, or any provision thereof, that are inconsistent herewith and shall take effect immediately.

HERMOGENES E. EDDANE, JR.
Acting Secretary



WIN6Q01208