



897.13 DPWH  
06.20.2006

REPUBLIC OF THE PHILIPPINES  
**DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS**  
OFFICE OF THE SECRETARY  
MANILA  
**JUN 19 2006**

DEPARTMENT ORDER )  
32 )  
No. )  
Series of 2006 )

**SUBJECT : AMENDMENTS AND REITERATION ON  
THE USE OF DPWH EMPLOYEES  
QUARTERS, KAWILIHAN BUILDING,  
BONIFACIO DRIVE, PORT AREA,  
MANILA**

Pursuant to the policy of the Department to promote the optimum and fair utilization of the DPWH Employees Quarters (DEQ), now located at Kawilihan Building, Bonifacio Drive, Port Area, Manila, the provisions of D.O. 130, s. 1990 are hereby reiterated and/or amended:

1. The use of DEQ is only for the bona fide employees of DPWH offices outside Metro Manila, traveling to the Central Office on official business.
2. Employees whose appointments are in the DPWH Offices outside Metro Manila but have been reassigned to the Central Office may be allowed a maximum of thirty (30) calendar days to stay in the DEQ, during which time they should be looking for a long term accommodation arrangement. After 30 days, they will no longer be allowed to stay at the DEQ.
3. Officials and employees who have been staying at the DEQ not in accordance with nos. 1 and 2 of this order are hereby given additional 30 days from issuance of this Order to vacate the Quarters.
4. Accommodation shall be based on the level and gender of officials and employees, as follows:

ROOM	AUTHORIZED USERS	FEES
Acacia	Female rank and file employees	P100.00/overnight
Ipil-Ipil I and II	Male rank and file employees	P100.00/overnight
Asana I and II	Female Section Chief and above	P150.00/overnight
Molave I and II	Male Section Chief and above	P150.00/overnight
DELP Rooms	Asst. District Engineer and District Engineer	P150.00/overnight
Narra & Kamagong Rooms B/C	Directors	P200.00/overnight
Kamagong room A	Asst. Secretary and above	P300.00/overnight

5. If the rooms appropriate to the level of an official/employee are fully booked, he or she may be accommodated in a room intended for lower ranking employees, subject to availability of space. The fee shall be based on the room and not the rank of the employee.
6. The room accommodation is on a first-come, first-serve basis. Reservation shall be entertained only upon written request and payment of corresponding fees computed starting from the day the written request is received.
7. To do away with intrigues, envy and biases, no room shall be occupied or reserved for the exclusive use of any individual.
8. The training room and other rooms on the ground floor of the DEQ (except those being occupied by the Office of the Secretary and PMO-KAMANAVA) may be temporarily utilized as bedrooms during times of room shortage, provided that no male and female employees shall occupy the same room.

This Department Order amends in part and supplements some provisions of D.O. 130 dated 19 June 1990 and shall take effect immediately.

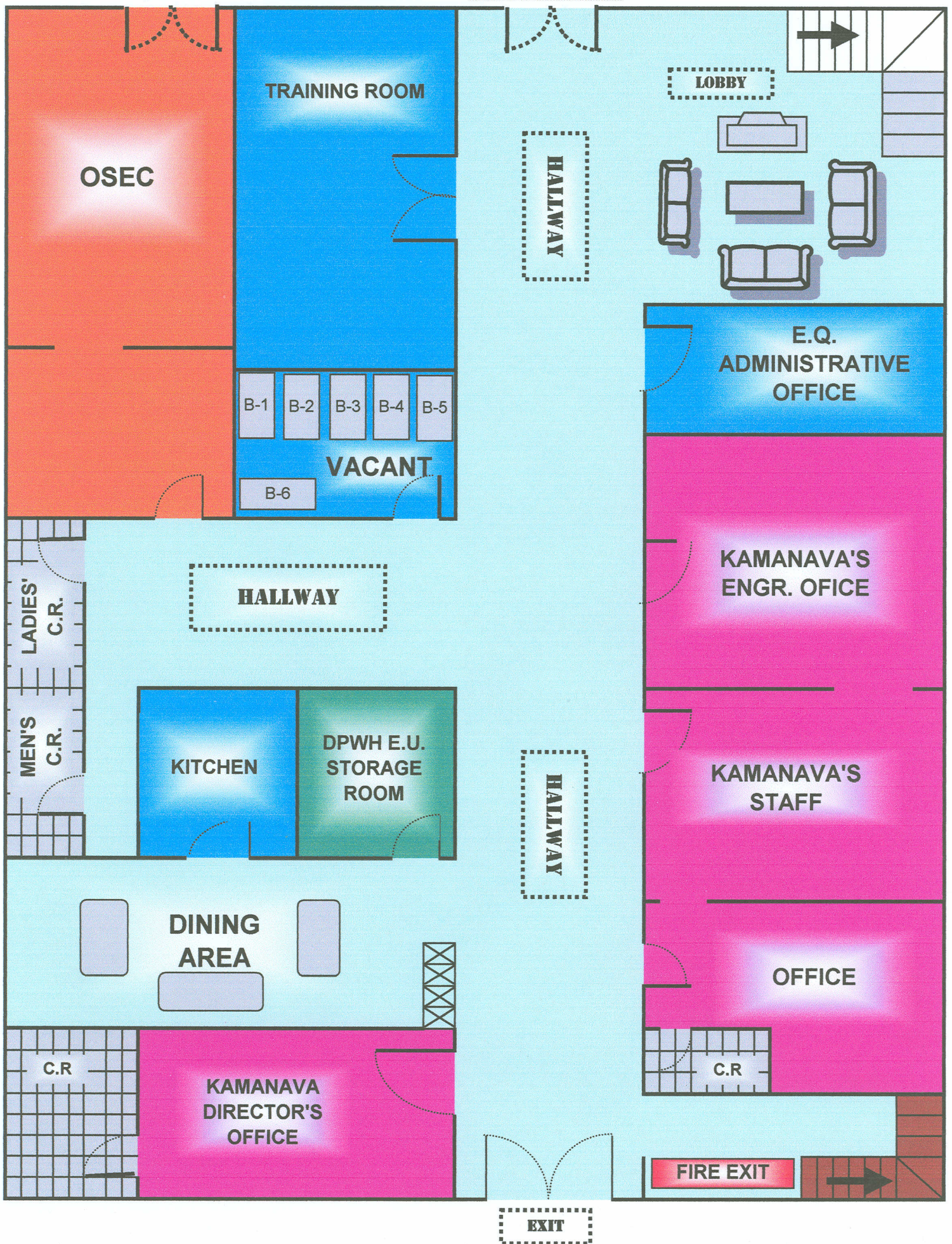


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**HERMOGENES E. ERDANE, JR.**  
Acting Secretary



## MAIN ENTRANCE





# DPWH E.Q. SECOND FLOOR PLAN

