



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

097-13 DPWH
08.30.2012

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DEPARTMENT ORDER)
NO. 60)
Series of 2012 08.30.12)

SUBJECT: **ASSIGNMENT OF CONTRACT
IDENTIFICATION NUMBER
FOR ALL CONSULTANCY
SERVICES CONTRACTS OF
THE DEPARTMENT**

In line with the on-going institutional reforms in the Department, each consultancy services contract should be given its own identification number for use in all computer system applications.

The Contract Identification Numbering Scheme, formulated by the DPWH's Data Administration Steering Committee (DASC), shall be as follows:

YYCSR99, where:

- YY - refers to the year the contract was bid
- CS - refers to consultancy services
- R - refers to the Central Office or the region where the contract was bid
- D - refers to the district office where the contract was bid, but "0" if bidding was done in the Central Office or in the Regional Office
- 99 - running number starting from 01 for every office every year

The code number assigned to each region and district is provided as an attachment to this Department Order. The Planning Service shall be responsible for assigning the code for a newly created regular or sub-district office.

The Bids and Awards Committee of each implementing office shall be responsible for assigning the Contract ID Number to preclude duplication within its area of jurisdiction.

This Order takes effect immediately.


ROGELIO L. SINGSON
Secretary



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ATTACHMENT:

The equivalent code to be used in representing the region and the districts are shown in the following tables:

Table 1

Region	Code	Region	Code
Region I	A	Region IX	J
Region II	B	Region X	K
Region III	C	Region XI	L
Region IV-A	D	Region XII	M
Region IV-B	E	Region XIII	N
Region V	F	NCR	O
Region VI	G	CAR	P
Region VII	H	ARMM	Q
Region VIII	I	Central Office	Z

Table 2

District	Code	District	Code
Region I			
Ilocos Norte I DEO	A	La Union II DEO	F
Ilocos Norte II DEO	B	Pangasinan I DEO	G
Ilocos Sur I DEO	C	Pangasinan II DEO	H
Ilocos Sur II DEO	D	Pangasinan III DEO	I
La Union I DEO	E	Pangasinan Sub-DEO	J
Region II			
Batanes DEO	A	Isabela III DEO	G
Cagayan I DEO	B	Isabela IV DEO	H
Cagayan II DEO	C	Nueva Vizcaya DEO	I
Cagayan III DEO	D	Nueva Vizcaya Sub-DEO	J
Isabela I DEO	E	Quirino DEO	K
Isabela II DEO	F		

District	Code	District	Code
Region III			
Bataan I DEO	A	Pampanga II DEO	H
Bataan II DEO	B	Pampanga Sub-DEO	I
Bulacan I DEO	C	Tarlac DEO	J
Bulacan II DEO	D	Tarlac Sub-DEO	K
Nueva Ecija I DEO	E	Zambales DEO	L
Nueva Ecija II DEO	F	Zambales Sub-DEO	M
Pampanga I DEO	G		
Region IV-A			
Aurora DEO	A	Laguna II DEO	I
Batangas I DEO	B	Lucena City Sub-DEO	J
Batangas II DEO	C	Quezon I DEO	K
Batangas II Sub-DEO	D	Quezon II DEO	L
Batangas City DEO	E	Quezon III DEO	M
Cavite DEO	F	Rizal I DEO	N
Cavite Sub-DEO	G	Rizal II DEO	O
Laguna DEO	H	San Pablo City Sub-DEO	P
Region IV-B			
Marinduque DEO	A	Palawan II DEO	F
Mindoro Occidental DEO	B	Palawan III DEO	G
Mindoro Occ. Sub-DEO	C	Romblon DEO	H
Mindoro Oriental DEO	D	Southern Mindoro DEO	I
Palawan I DEO	E		
Region V			
Albay DEO	A	Camarines Sur IV DEO	G
Albay Sub-DEO	B	Catanduanes DEO	H
Camarines Norte DEO	C	Masbate DEO	I
Camarines Sur I DEO	D	Masbate Sub-DEO	J
Camarines Sur II DEO	E	Sorsogon DEO	K
Camarines Sur III DEO	F	Sorsogon Sub-DEO	L

District	Code	District	Code
Region VI			
Aklan DEO	A	Iloilo III DEO	H
Antique DEO	B	Iloilo IV DEO	I
Bacolod City DEO	C	Iloilo City DEO	J
Capiz DEO	D	Negros Occidental I DEO	K
Guimaras DEO	E	Negros Occidental II DEO	L
Iloilo I DEO	F	Negros Occidental III DEO	M
Iloilo II DEO	G	Negros Occidental IV DEO	N
Region VII			
Bohol I DEO	A	Cebu City DEO	H
Bohol II DEO	B	Cebu Sub-DEO	I
Bohol Sub DEO	C	Negros Oriental I DEO	J
Cebu I DEO	D	Negros Oriental II DEO	K
Cebu II DEO	E	Negros Oriental III DEO	L
Cebu III DEO	F	Siquijor DEO	M
Cebu IV DEO	G		
Region VIII			
Biliran DEO	A	Northern Samar I DEO	H
Eastern Samar DEO	B	Northern Samar II DEO	I
Leyte I DEO	C	Samar I DEO	J
Leyte II DEO	D	Samar II DEO	K
Leyte III DEO	E	Southern Leyte DEO	L
Leyte IV DEO	F	Tacloban City Sub-DEO	M
Leyte V DEO	G		
Region IX			
Zamboanga City DEO	A	Zamboanga del Sur I DEO	E
Zamboanga del Norte I DEO	B	Zamboanga del Sur II DEO	F
Zamboanga del Norte II DEO	C	Zamboanga del Sur III DEO	G
Zamboanga del Norte III DEO	D		

District	Code	District	Code
Region X			
Bukidnon I DEO	A	Lanao del Norte I DEO	G
Bukidnon II DEO	B	Lanao del Norte II DEO	H
Bukidnon III DEO	C	Misamis Occidental DEO	I
Cagayan de Oro City DEO	D	Misamis Occidental Sub-DEO	J
Camiguin DEO	E	Misamis Oriental I DEO	K
Iligan City Sub-DEO	F	Misamis Oriental II DEO	L
Region XI			
Compostela Valley DEO	A	Davao del Sur Sub-DEO	E
Davao City DEO	B	Davao Oriental I DEO	F
Davao del Norte DEO	C	Davao Oriental II DEO	G
Davao del Sur DEO	D		
Region XII			
Cotabato City Sub-DEO	A	Sarangani DEO	E
Gen. Santos City Sub-DEO	B	Sultan Kudarat DEO	F
North Cotabato I DEO	C	South Cotabato DEO	G
North Cotabato II DEO	D		
Region XIII			
Agusan del Norte DEO	A	Surigao del Norte I DEO	F
Agusan del Sur I DEO	B	Surigao del Norte II DEO	G
Agusan del Sur II DEO	C	Surigao del Sur I DEO	H
Butuan City DEO	D	Surigao del Sur II DEO	I
Dinagat Island Sub-DEO	E		
NCR			
Malabon-Navotas Sub-DEO	A	North Manila DEO	E
Metro Manila I DEO	B	Quezon City I	F
Metro Manila II DEO	C	Quezon City II	G
Metro Manila III DEO	D	South Manila	H

District	Code	District	Code
CAR			
Abra DEO	A	Benguet II DEO	F
Apayao I DEO	B	Ifugao DEO	G
Apayao II DEO	C	Kalinga DEO	H
Baguio City DEO	D	Mt. Province DEO	I
Benguet DEO	E		
ARMM			
Basilan DEO	A	Sulu DEO	D
Lanao del Sur DEO	B	Tawi-tawi DEO	E
Maguindanao DEO	C		

Example 1: For a contract bid in the Central Office in 2011

11CSZ001	11	-	year the contract was bid
	CS	-	consultancy services contract
	Z	-	code of the Central Office
	0	-	since contract was bid in the Central Office
	01	-	running number

Example 2: For a contract bid in the Regional Office of Region I in 2011

11CSA001	11	-	year the contract was bid
	CS	-	consultancy services contract
	A	-	code of Region I
	0	-	since contract was bid in the Regional Office
	01	-	running number