

REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS  
OFFICE OF THE SECRETARY  
MANILA

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May 16, 1989

DEPARTMENT ORDER  
NO. **69**  
Series of 1989

SUBJECT: Guidelines on Technical Supervision  
by DPWH on the Maintenance of Local  
(Provincial, City and Municipal)  
Roads

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In order to standardize and make more effective the exercise of TECHNICAL SUPERVISION by this Department in the maintenance of local roads as required under RA 6688 (General Appropriation Act of 1989), the following guidelines are hereby promulgated:

1. Definitions of Terms

- 1.1 Technical supervision is the supervision of the engineering aspects in the maintenance of local roads to ensure that pertinent standards, policies and procedures are adhered to and that maintenance funds are disbursed in accordance with the duly approved Annual Maintenance Work Program.
- 1.2 Local roads include provincial, city and municipal roads (For purposes of these guidelines, barangay roads are not included inasmuch as maintenance of these roads has become DPWH functions).

2. Funding Local Roads Maintenance

- 2.1 The local roads maintenance fund is composed of the "National Aid" allocation plus the local counterpart fund.
- 2.2 The National Aid fund for 1989 is based on the Basic Cost per Equivalent Maintenance Kilometer (EMK) of ₱17,104.00, as follows:
  - 2.2.1 Provincial roads - One half ( $\frac{1}{2}$ ) of the basic EMK cost for every kilometer of road or  $\frac{1}{2}$  of ₱17,104.00 = ₱8,552.00 per kilometer.

2.2.2 City roads - One third ( $\frac{1}{3}$ ) of the basic cost per EMK for every kilometer of road of  $\frac{1}{3}$  of ₱17,104.00 = ₱5,701.33 per kilometer.

2.2.3 Municipal roads - Thirty (30) percent of the basic cost per EMK for every kilometer of road or  $0.30 \times$  ₱17,104.00 = ₱5,131.20 per kilometer.

2.3 The required minimum counterpart funds of the Local Government Unit (LGU) are as follows:

2.3.1 Provincial roads - One half ( $\frac{1}{2}$ ) of the national aid or  $\frac{1}{2} \times$  ₱8,552.00 = ₱4,276.00 per kilometer.

2.3.2 City roads - Twice (2X) the national aid or  $2 \times$  ₱5,701.33 = ₱11,402.67 per kilometer.

2.3.3 Municipal roads - Two thirds ( $\frac{2}{3}$ ) of the national aid or  $\frac{2}{3}$  of ₱5,131.20 = ₱3,420.80 per kilometer.

2.4 The LGU concerned shall appropriate the required local counterpart funds. These funds may be taken from the specific tax allotments and other taxes that make up the income of the LGU. For this purpose the LGU shall submit the following documents to the DPWH Regional Director:

2.4.1 Certification of the local Treasurer concerned on the availability of local counterpart fund and that such funds are to be spent only in accordance with the approved Annual Maintenance Works Program.

2.4.2 Copy (excerpt) of the Local Infrastructure Budget, duly approved, which appropriate the required amounts for local road maintenance.

2.5 The DPWH Regional Offices shall keep a record of the aforementioned documents mentioned under items 2.4.1 and 2.4.2 for ready reference.

### 3. Release of National Aid Maintenance Funds

3.1 Per Special Provisions of R.A. 6688, "the amount herein appropriated for repair and maintenance of local roads shall be released directly to and administered by the local government unit concerned under the technical supervision of the Department of Public Works and Highways except for the amount pertaining to barangay roads which shall be released to

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the Regional Offices of the DPWH for implementation of the respective district or city engineer: PROVIDED, that the amount pertaining to provincial roads shall be prorated among all the municipalities and cities within the province based on the number of kilometers of provincial road per municipality/ city as determined by the Department of Public Works and Highways".

4. Preparation and Approval of Annual Maintenance Work Program and Budget (AMWP/B) and Schedule of Implementation (SI)
  - 4.1 The LGU concerned shall prepare an AMWP/B and SI, in accordance with the Maintenance Management Systems for Provincial, City and Municipal roads of the Department of Local Governments.
  - 4.2 The AMWP/B should include the total local maintenance fund which is the sum of the national aid plus the local counterpart per Item 2 of these Guidelines.
  - 4.3 Municipalities shall submit their AMWP/B and SI to the DPWH District Engineer concerned for approval.
  - 4.4 Provinces and Cities shall submit their AMWP/B and SI to the DPWH Regional Director thru the DPWH District Engineer concerned for approval.
  - 4.5 Deadline for submission of AMWP/B and SI shall be 15 November of the year preceding the program year.
  - 4.6 The SI will be the basis for setting the "Targets" against which actual accomplishments shall be compared, as will be reflected in the Quarterly Reports described in Item 7.
  - 4.7 In no case shall Maintenance Engineering by the LGU's exceed 7% of the total maintenance funds as provided under Section 2 (f) of PD No. 130.
  - 4.8 The DPWH shall not charge expenditures for technical supervision against the maintenance funds of local roads.
5. Expenditure of Local Roads Maintenance Fund
  - 5.1 Expenditures of local road maintenance fund by the LGU shall be strictly in accordance with the approved AMWP/B and SI.
6. Periodic Inspection of Works
  - 6.1 There shall be a periodic inspection of maintenance accomplishments and local road conditions by DPWH field office staff engineers at least once every semester or oftener as the need arises.

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- 6.2 The LGU concerned shall be notified of any deficiency found during inspection for immediate corrections. A follow-up joint inspection (DPWH/LGU) shall be made after a month to assess and ensure that the necessary correction of deficiencies have been made.

7. Submission of Quarterly Reports

A Quarterly Report (QR) on the physical and financial aspect of the maintenance of the local roads and a Quarterly S-curve shall be prepared by the local government concerned per attached formats for submission to the DPWH Regional Director thru the DPWH District Engineer.

8. Annual Condition Rating of Local Roads

- 8.1 An annual condition rating of local roads shall be conducted as follows:

Provincial/City Roads - by DPWH Regional Office  
Municipal Roads - by District Engineering Office

- 8.2 For this purpose, the condition rating per attached format and guidelines shall be adopted.

- 8.3 Results of the condition ratings shall be furnished the LGUs concerned.

9. Technical Supervision Reports

- 9.1 A year-end Technical Supervision Report shall be submitted to the Secretary, DPWH, by the Regional Office for each Province and City in the region, and by District Engineering Offices thru the Regional Office for each Municipality in the District/City on or before the January 31 of the succeeding year.

- 9.2 The report shall among others include the following:

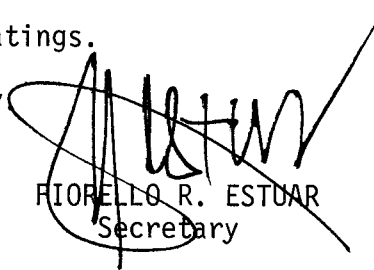
9.2.1 Evaluation of the LGU's performance in the maintenance of local roads.

9.2.2 Utilization of local roads maintenance funds.

9.2.3 Provision of local counterpart funds.

9.2.4 Local roads condition ratings.

This order shall take effect immediately

  
FIORELLO R. ESTUAR  
Secretary