



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

097.13 DPWH
08.02.2016

DEPARTMENT ORDER)
No. **89**)
Series of 2016)

**Subject : FULL INSTITUTIONALIZATION
OF MULTI YEAR PLANNING**

In accordance with Department Order No. 11 series 2015, for Roads and Bridges, and for other types of infrastructure, Multi-Year planning shall be conducted by the Regional Offices in coordination with Central Office Planning Service and its District Engineering Offices, as well as their adjoining Regional Offices.

Regional Planning and Design Divisions (RO-PDDs) have full responsibility for the preparation and annual update of the 3-year Rolling Infrastructure plans in accordance with DPWH's policies, standards, guidelines and procedures in the planning and design of highways, and other infrastructure.

The DBM and NEDA Joint Circular No. 2016-01 on Policy Guidelines and Procedures for the Formulation of the Three (3) - year Rolling Infrastructure Program (TRIP) issued on January 29, 2016 shall be used as the basis for preparation of Multi-Year plans. The planning process for Multi Year Planning and the nationwide Annual Infrastructure Program (AIP), is to be in accordance with the following timeline:

Action	Office	When
Formulate policies, strategies, guidelines, and criteria for : - Road and bridge asset preservation and network development programs - Flood control programs	PS-DPD / PS-PPD UPMO-FCMC / PS-DPD / PS-PPD	Continuous
Prepare/ update multi-year plans/ masterplans - Roads and Bridges - Flood Control	RO-PDD DEO PS-DPD PS-PPD UPMO-FCMC PS-DPD PS-PPD RO-PDD	July to September July to September
- Consolidate and Prepare TRIP - Consolidate and Prepare MTPIP	PS-DPD PS-DPD	September January
Prepare Annual Infrastructure Program (AIP) 1. <u>Locally Funded Projects</u> Asset Preservation - Prepare Asset Preservation Program from HDM-4/ Pavement Management System (PMS)/ Bridge Management System; - Validate and confirm projects based on HDM-4/ PMS/BMS and other planning systems; - Prioritize and select projects for inclusion in AIP	 PS-DPD RO-PDD / DEO PS-DPD	 January February March

Action	Office	When
Network Development <ul style="list-style-type: none"> - Review and confirm projects for inclusion in multi-year plan - Prioritize projects from multi-year plan for inclusion in the AIP 	RO-PDD DEO PS-DPD	January March
2. Foreign Assisted Projects <u>Roads and Bridges</u> <ul style="list-style-type: none"> - Provide candidate project list for Asset Preservation to UPMO RMC 1 & 2 - Select and validate Asset Preservation projects for inclusion in AIP - Confirm projects and funding requirements for NEDA approved projects - Review program/projects and confirm funding availability under loan component. - Update Medium Term Public Investment Program <u>Flood Control</u> <ul style="list-style-type: none"> - Confirm projects and funding requirements - Review program/projects and confirm funding availability under loan component. - Update Medium Term Public Investment Program 	PS-DPD UPMO-RMC 1&2 PS-PPD/ UPMO-RMC 1&2 PS-DPD PS-DPD UPMO-FCMC PS-PD PS-PD	January February February March July April March July
3. Annual Infrastructure Program <u>Roads and Bridges</u> <ul style="list-style-type: none"> - Consolidate and review Budget Proposals and submit to DBM for inclusion in the proposed NEP for approval of the President <u>Flood Control</u> <ul style="list-style-type: none"> - Prioritize projects from Master Plans (where available) - Prepare Project Impact Analysis for prioritized projects in Major or Principal River Basins - Identify projects for other rivers and certify selection, planning and evaluation in accordance with DO 23 series of 2015 - Review proposed flood control projects in Major or Principal River Basins - Consolidate AIP 	PS-PD RO-PDD RO-PDD/ DEOs, UPMO-FCMC RO-PDD UPMO-FCMC PS-DPD PS-PPD RO-PDD PS-PD	May January February February February April
4. Other Infrastructure <ul style="list-style-type: none"> - Consolidate projects for other infrastructure/ other agencies 	PS-PD	April
Consolidate and Review Budget Proposals and submit proposed National Expenditure Program (NEP) to the Office of the President	Department of Budget and Management	June
Apply Errata to NEP as input to the proposed House General Appropriations Bill (HGAB) and General Appropriations Act (GAA)	RO-PDD/ DEO PS-DPD PS-PD	July to December

Legend

Planning Service, Development Planning Division (PS-DPD)
 Planning Service, Programming Division (PD-DPD)
 Planning Service, Project Preparation Division (PPD-DPD)

Unified Project Management Office – Flood Control Management Cluster (UPMO-FCMC)
Unified Project Management Office – Roads Management Cluster 1 and 2 (UPMO-RMC 1&2)
Regional Office Planning and Design Division (RO-PDD)
District Engineering Office (DEO)
Medium Term Public Investment Program (MTPIP)


In support of the Department's initiative for improved planning, the planning procedures, together with the Multi Year Programming and Scheduling (MYPS) Application, are hereby adopted to effectively manage the program preparation process for all civil works projects.

The policies to be adopted in relation to the implementation of the Multi Year Planning Process and the MYPS application are as follows:

1. MYPS is the official source of information for all DPWH programs and projects from 2016 GAA onwards. All programs, including the NEP, HGAB and GAA are to be recorded in MYPS. All projects, irrespective of funding arrangements, implementing office or Memorandums of Agreement with other agencies, shall also be recorded in MYPS.
2. MYPS will allocate a unique Project ID and Project Component ID to all projects irrespective of the program, and provide a single source of program and project information throughout the Department. Detailed procedures are included in the procedures manual.
3. All civil works project components must be defined according to the conventions in the MYPS and have a work location, scope of work and target before they can be passed to the Project and Contract Management Application (PCMA) for monitoring.
4. The responsibilities of Central Office Planning Service, RO-PDDs, and District Engineering Offices are defined in Department Order No. 11 series 2015, the Planning and Programming Procedures Manual, the MYPS Operations Guide, the Multi-Year Planning Guidelines and the Planning Service Handbook.
5. All approved project modifications and realignments must be recorded in MYPS. In accordance with Department Order No. 12 series of 2015, Planning Service, Programming Division will load all approved modifications and realignments into MYPS, and monitor the National, Regional and District targets against the baseline in the GAA.

This Department Order supersedes Department Order No. 245 series of 2004 in relation to implementation of MYPS.

This Department Order takes effect immediately.


ROGELIO L. SINGSON
Secretary

Department of Public Works and Highways
Office of the Secretary



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