



1  
**REPUBLIC OF THE PHILIPPINES**  
**DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS**  
**OFFICE OF THE SECRETARY**  
**MANILA**

(R) 097.13-DPWH

7-29-91

SER# 1565  
P.220

July 17, 1991

Department Order

SUBJECT: Implementation of the  
Memorandum of Agreement  
Between DPWH and the  
Development Academy of the  
Philippines (DAP) for the  
Conduct of a Manpower  
Development and Training Study

No. **160** *7/29*  
Series of 1991  
X-----X

Pursuant to the provisions of the Memorandum of Agreement (MOA) entered into by and between the Department and the Development Academy of the Philippines (DAP) on July 9, 1991, whereby the DPWH engages the services of DAP to undertake a manpower development and training study for six months, the following are hereby ordered.

#### 1.0 Creation of Steering Committee

A Steering Committee is hereby created to organize, manage, supervise, and monitor the implementation of the MOA. It shall be composed of the following:

Chairman	-	Undersecretary Gregorio S. Alvarez
Members	-	Director Jose H. Espiritu - Bureau of Research and Standards (BRS)
		Director Jose V. Salvador - PMO-IBRD
		Director Arsenio L. Escobar - Administrative & Manpower Management Service (AMMS)

The Committee shall work with the DAP Consulting Staff, and is authorized to issue instructions and guidelines to all concerned DPWH officials and employees to ensure smooth and effective implementation of the study.

#### 2.0 Creation of DPWH Counterpart Project Team

A DPWH Counterpart Project Team is likewise created to serve as conduit between the DAP Consulting Team and the DPWH Steering Committee and other concerned DPWH offices, and to assist the DAP Team in the conduct of the study. It shall be composed of the following:

Head	-	Lilia J. de Guzman - Chief, Human Resource Planning Division (HRPD), AMMS
Members	-	Estrella T. Villar - Engineer V, BRS
		All Section Chiefs, HRPD-AMMS
		Chief, Manpower Development Section, Administrative Division (in concerned Regional Offices)

### 3.0 Cooperation of all DPWH Officials and Employees

All officials and employees of the Department, both in the Central Office and regional and district field offices are enjoined to provide full support to, and cooperation with, the DAP Consulting Team and DPWH Counterpart Project Team for the duration of the study, especially in the data-gathering activities.

More specifically, all officials and employees shall make available all pertinent reports, program studies, and other documents pertaining to the institutional development and training in the Department; and make themselves available as respondents in questionnaires and interviews or participants in workshops to be administered/conducted in selected units in the Central Office and Regional Offices.

### 4.0 Effectivity

This Order takes effect immediately.

  
JOSE P. DE JESUS  
Secretary