

Republic of the Philippines
Ministry of Public Highways
OFFICE OF THE MINISTER
M a n i l a

March 9, 1979

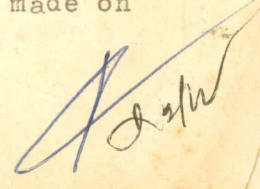
MINISTRY ORDER NO. 161

TO ALL: Bureau Directors-
Directors & Chiefs of Services
Regional Directors
Executive Directors
Chief, Intelligence & Security Office
This Ministry

SUBJECT: GUIDELINES FOR THE CONSERVATION OF ENERGY IN THE MPH
(SUPPLEMENTING MC NO. 63, S. 1977)

The country is facing an energy crisis in view of the OPEC Countries' decision to further raise oil prices; and despite admonitions of the President and Prime Minister to reduce energy consumption, energy consumption has increased rather than decreased. Increase in fuel costs means price increases including those of infrastructure construction which seriously restrict the development efforts of the government as fewer projects can be undertaken. Those in the Government should therefore set the example in the conservation of energy, and in line with the recent instructions of the President and Prime Minister to reduce fuel consumption, the following guidelines are hereby promulgated, to supplement Ministry Memorandum Circular No. 63, s. 1977, to take effect on March 12, 1979:

1. Assignment of service vehicles to officials should be carefully reviewed; service vehicles are to be provided only to officials of Division Level and above, and vehicles assigned to officials below this level should be returned back to the Bureau of Equipment or to its field offices, to form a pool of vehicles from which any government official may requisition a unit when needed for his official use upon presentation of a travel order duly approved by the head of office concerned and the same is supported by funds. Heads of offices should see to it that there are no unauthorized vehicles in their offices.
2. Gasoline allocation for service vehicles should further be reduced by 15%.
3. Service vehicles that may be assigned to Division Chiefs may be used also by the respective Divisions for other official purposes of the Division that may be necessary to obviate the need of extra vehicles for the purpose.
4. The speedometers of vehicles should be maintained in working conditions at all times so that the respective officials using them can check their gasoline consumption against distance traveled from time to time. Vehicles with speedometers which are out of order should be replaced with new ones.
5. Except for those who are going on authorized field trips lasting more than one week, heads of offices should not approve trip tickets for more than five days (between Monday and Friday); justification should be written on the face of the trip ticket for proposed trips that fall on Saturdays, Sundays and Holidays. As much as possible, field inspection trips should be made on regular working days.

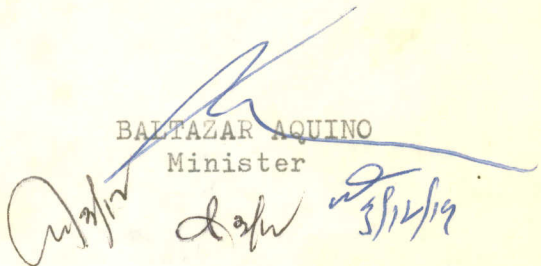


6. Lights and airconditioning units in the Offices should be fully switched on only at 7:45 A.M.; then some may be switched off at 12:00 noon; again, fully switched on at 1:00 P.M. up to 5:00 P.M., and finally switched off for the day, unless work necessitates further use of light, in which case only the place where work is being done should be lighted.
7. Canteens in the MPH Compound should be inspected everyday to see that only authorized appliances are used; their water and electric consumption should be stopped at 5:00 P.M. The electric and water connections of those violating this requirement will be disconnected.
8. Promptly at 5:10 P.M., security guards shall see to it that there are no unauthorized persons remaining in the offices and canteens, and that all electrical appliances are switched off except those authorized or needed for safety and security purposes.
9. Regional Directors, Highway District Engineers and City Engineers shall also prepare similar energy conservation programs for their Offices and submit copies of the same within ten (10) days from receipt of copy of this Order to the Assistant Secretary for Administration who has been directed to supervise and coordinate the implementation of this Ministry Order.

Strict compliance herewith is enjoined.

AMC/csc

BALTAZAR AQUINO
Minister



3/14/19