



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

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097.13 DPWH  
11-30-2018

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DEPARTMENT ORDER )  
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No. **169** )  
)  
Series of 2018 *11-30-18* )

**SUBJECT: Creation of DPWH Anti-Red Tape Team, Its Technical Working Group and Secretariat**

Pursuant to the provisions of Republic Act 11032, also known as "**Ease of Doing Business and Efficient Government Service Delivery Act of 2018**", dated May 28, 2018, aimed at adopting simplified requirements and procedures that will reduce red tape and expedite business and nonbusiness transactions in government, the DPWH Anti-Red Tape Team (DARTT) is hereby created:

**DPWH Anti-Red Tape Team (DARTT):**

Chairperson : Undersecretary for Support Services  
Vice Chairperson : Assistant Secretary for Support Services  
Members : Director, Legal Service  
Director, Human Resource and Administrative Service  
Director, Stakeholders Relations Service  
Director, Procurement Service  
Director, Bureau of Research and Standards  
Director, Information Management Service  
Director, National Capital Region  
Director, Buildings Management Cluster, UPMO  
District Engineer, National Capital Region

The DARTT shall perform the following functions:

1. Determine which process or transactions constitute frontline service/s to be included in the DPWH Citizens' Charter;
2. Reengineer existing policy, transaction systems and procedures, formulate simplified steps in providing service, forms used, reduced requirements, processing time and fees or charges to streamline processing of frontline service/s;
3. Set service standards, feedback, complaints and redress mechanisms;
4. Initiate promotions and popularization, training, monitoring and evaluation and perform other activities related to ARTA implementation in the Central and Field Offices;
5. Conduct public dialogues with other stakeholders such as CSOs and private sector partners; and
6. Implement specific policies issued by the Anti-Red Tape Authority (ARTA) and submit compliance report thereto.

A Review Committee/Technical Working Group is correspondingly created to ensure compliance of the Department to the provisions of RA 11032 and policies emanating from ARTA and other related policies from concerned government agencies composed of the following:

**Technical Working Group:**

Head : Chief, Corporate Planning and Management Division, PS  
Assistant Head : Chief, Stakeholders Affairs Division, SRS  
Members : Chief, Right-Of-Way Acquisition and Enforcement Division, LS  
Chief, Civil Works Division, PrS  
Chief, Materials Testing Division, BRS  
Chief, Human Resource Management Division, HRAS  
Chief, Business Innovation Division, IMS  
Chief, Maintenance Division, NCR  
Chief, National Building Code Development Office, UPMO

The TWG shall perform the following functions:

1. Conduct an inventory of all laws, regulations, and issuances;
2. Assess and review regulation and issuances made by the Department solely or jointly with other government agencies;
3. Submit to the DARTT an evaluation report on the reengineering of existing policy, transaction systems and procedures, formulate simplified steps in providing service, forms used, reduce requirements, processing time and fees or charges to streamline processing of frontline service/s;
4. Submit to the DARTT policy options and/or draft policies based on the findings, if necessary;
5. Coordinate and submit accomplishment report approved by DARTT to ARTA; and
6. For purposes of Citizens' Charter compliance to the Good Governance requirements for the granting of Performance-Based Bonus (PBB), conduct close monitoring and random validation of DPWH Offices and, submit consolidated compliance report to Task Force AO25.

The Corporate Planning and Management Division (CPMD), as the DPWH Office for Strategy Management (OSM) shall act as the Secretariat with the following duties and responsibilities:

1. Conducts research and prepares documents as references of the DARTT and its TWG;
2. Sets regular meetings of DARTT and TWG;
3. Coordinates closely with ARTA Secretariat; and
4. Shall provide administrative support to the DARTT and TWG.

All officials and employees shall extend their cooperation and assistance in providing necessary inputs pertaining to their respective mandates to comply with the provisions of RA 11032.

This order supersedes Department Order No. 49, series of 2015 and shall take effect immediately.



**MARK A. VILLAR**  
Secretary

17.1 EPP/BEEY/ARM

Department of Public Works and Highways  
Office of the Secretary



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