

11-7-2000



Republika ng Pilipinas KAGAWARAN NG PAGAWAIN AT LANSANGANG PAMBAYAN TANGGAPAN NG KALIHIM Maynila



NOV 07 2000

No. Series of 2009 11/1/2000

DEPARTMENT ORDER) SUBJECT: Clarifying Department Order No. 37, as amended by Department Order No. 37-A, Entitled "Guidelines Re: Project **Reporting to Congressmen and Local** Officials"

For clarification, the concerned Congressmen referred to in Department Order No. 37, dated 16 February 1999, as amended by Department Order No. 37-A, dated 18 November 1999, copy attached, shall include both the Representatives of Legislative Districts and the Party List Representatives concerned.

For compliance.

ÅRE(ÓRIO Ř. VIGILAR Secretaŕv

Republic of the Philippines DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS **OFFICE OF THE SECRETARY** Bonifacio Drive, Port Area, Manila 2-17-99

16 February 1999

DEPARTMENT ORDER) No: Series of 1999

Guidelines re : Project Reporting to Congressmen and Local Officials

In accordance with our policy to inform the concerned Congressmen and Local Officials about the status of our infrastructure projects (both foreign-assisted and locally funded), all DPWH Implementing Offices are hereby directed to observe the following guidelines:

I. Pre-Construction Phase

- 1. Conduct periodic consultation/coordination with the concerned Congressmen and local officials, as well as non-governmental organizations and other sectors of the community, before any DPWH infrastructure project or program is implemented in their respective area.
- 2. Furnish the concerned Congressmen and local officials with copies of the approved DPWH Infrastructure Program for their respective areas including any approved realignments/amendments.
- 3. Furnish the concerned officials the list of projects to be implemented including their implementation schedules and brief description of the scope of work to be done. Use form MIS-010.
- 4. Post in a billboard to be placed at the project site, immediately upon award of the contract, the name of the project, the total project cost and the amount released for the project, the starting and expected completion dates as well as the name of contractor, which shall be maintained up to the date of completion and acceptance of the project; post in a billboard in the provincial/city/municipal building a summary list of these projects with said information.

II Construction Phase

- 1. Submit to the concerned officials the monthly status of projects using form MIS-011.
- 2. When conducting ocular inspections, invite from time to time the concerned Congressmen and local officials to join the DPWH inspectorate teams.

III Post-Implementation Phase

- 1. Furnish the concerned officials with copies of reports of completed projects.
- 2. Invite the concerned officials to inaugurations of the projects.

IV Additional Guidelines

- 1. All information furnished to the concerned officials shall be transmitted officially to them with an official acknowledgement from them.
- 2. Regional Offices shall submit monthly reports to the Secretary regarding the compliance of district offices on the project reporting requirements under this Order, using form MIS-008 and MIS-009 (project summaries showing district offices compliance supported with copies of the receipt of transmittal letters).

This Order supersedes previous issuances inconsistent herewith and shall take effect immediately.

For strict compliance.

VIGHAR Secretary

/DEPT-ORD.DOC

Form MIS-008

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SUMMARY REPORT OF OFFICES WHICH HAVE COMPLIED WITH THE SECRETARY'S DIRECTIVE ON COLLABORATIVE PROJECT REPORTING

For the Month of _____

Region:

COMPLYING DISTRICTS	NON- COMPLYING DISTRICTS	DISTRICT ENGINEER		
) 1		

Prepared by:

Submitted by:

For MIS-009

SUMMARY REPORT OF OFFICES WHICH HAVE COMPLIED WITH THE SECRETARY'S DIRECTIVE ON COLLABORATIVE PROJECT REPORTING

For the Month of ______

Region :

DISTRICT ENGINEER/ DISTRICT OFFICE	LOCAL OFFICIAL	MUNICIPALITY/ PROVINCE	DATE RECEIVED/ BY THE LGU
) 1.

Prepared by:

Submitted by:

Form MIS-010

. . . .

LIST OF PROJECTS TO BE IMPLEMENTED

For CY

Region/District : . Source of Fund :

PROJECT NAME	SCOPE OF WORK	PROGRAM			
	SCOPE OF WORK		SCHEDU	LE (DATES)	
		(P'000)	START	COMPLETION	
				-	
	J			L	

Prepared by: _____

Submitted by:_____ Date _____

As of _____

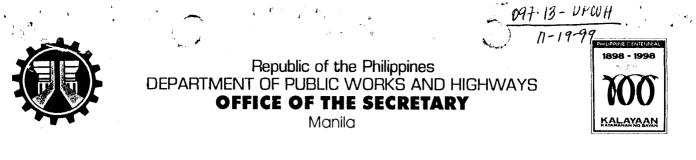
		DATE .					
PROJECT NAME	SCOPE OF WORK	a) PROGRAM AMT. b) PROJECT COST	ADVERTISED	BID	START	COMPLETION	ACCOM- PLISHMENT
		c) RELEASES d) CONTRACTOR		a) PLANNED b) REVISED	a) PLANNED b) REVISED	a) PLANNED b) REVISED	(%)
·							
						.#	

Submitted by: _____

:

Date

Form MIS-011



November 18, 1999

AMENDING DEPARTMENT ORDER NO. 37, ENTITLED "GUIDELINES RE: PROJECT REPORTING TO CONGRESSMEN AND LOCAL OFFICIALS"

Department Order No. 37, dated 16 February series of 1999, entitled "GUIDELINES RE: PROJECT REPORTING TO CONGRESSMEN AND LOCAL OFFICIALS," is hereby amended to include the following provisions in capital letters:

1. Item 1.2 of DO 37 should read:

"Furnish the concerned Congressmen and local officials with copies of the approved DPWH Infrastructure Program for their respective areas including any approved realignments/amendments. FURNISH THESE OFFICIALS WITH THE LIST OF PROJECTS COVERED BY SPECIAL ALLOTMENT AND RELEASE ORDERS (SAROs) WITHIN FIVE (5) DAYS AFTER THE RECEIPT THEREOF."

2. Add as a new item 1.4 the following:

"FURNISH THE CONCERNED OFFICIALS WITH THE NOTICES OF INVITATION FOR PREQUALIFICATION AND BIDDING, WITHIN FIVE (5) DAYS AFTER THE FIRST DAY OF PUBLICATION THEREOF."

3. Change item 1.4 to item 1.5.

This Order shall take effect immediately.

ØREGØRIO **K**. VIGILAR

Secretary