



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

097.12 DPWH  
04-23-2014

APR 21 2014

**SPECIAL ORDER** )  
No. **69** )  
Series of 2014 <sup>MKB A</sup> 04-23-14 )

Subject: **CONSTITUTION OF THE BIIP TEAM FOR  
PROJECT AND CONTRACT MANAGEMENT  
IMPROVEMENTS**

In line with the Department's reform efforts in improving Project and Contract Management (PCM), the following PCM Business Improvement Implementation Project (BIIP) Team is hereby constituted with the following members:

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|--|---|
| 1. Undersecretary Raul C. Asis           | Undersecretary for Technical Services                   |
| 2. Assistant Secretary Dimas S. Soguilon | Assistant Secretary for Visayas and Mindanao Operations |
| 3. Director Walter R. Ocampo             | BOC   |
| 4. Director Gilberto S. Reyes            | BOD   |
| 5. Director Virgilio C. Castillo         | RM Cluster I, UPMO                                      |
| 6. OIC Director Ador G. Canlas           | Region VII  |
| 7. Milagros C. Manaysay                  | Planning Service  |
| 8. OIC Asst. Director Aristarco M. Doroy | BOC   |
| 9. Melrose I. Pailma                     | BOC   |
| 10. Kenneth L. Ng                        | BOC Cadet   |
| 11. DE Erelina B. Santos                 | Tarlac 1 <sup>st</sup> DEO                              |
| 12. Jocelyn R. Bacual                    | NCR   |
| 13. Rhalf B. Cawaling                    | IMS   |
| 14. Egan Louis J. Fajardo                | IMS   |
| 15. Evelyn D. Yap                        | Procurement Service                                     |

The responsibilities of the BIIP Team are to:

1. Ensure that the PCM BIIP is directed towards the Department's objectives and goals;
2. Assume over-all responsibility for the adoption and institutionalization of the PCM improvements;
3. Review process recommendations and assist in defining business rules for the software;
4. Assist in determination of reporting requirements;
5. Assist in the development of policy and procedure recommendations for the PCM Procedures Manuals;
6. Assist in ensuring that the needs of all DPWH Offices are considered in the software functionality, procedures, training, support and technical infrastructure;
7. Assist in communicating implementation plans and progress to DPWH staff;
8. Encourage the acquisition of knowledge and skills by DPWH personnel;
9. Attend BIIP Team meetings;

10. Act as the Department's change agents to all Department staff on the new PCM processes and software;
11. Other duties as assigned by the BIIP Team Chairman.

This Order shall take effect immediately and supersede Special Order 115, Series 2005.



**ROGELIO L. SINGSON**  
Secretary

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Department of Public Works and Highways  
Office of the Secretary



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