



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



SEP 06 2023

DEPARTMENT ORDER )

NO. 113 )

Series of 2023 dt 9/13/2023

**SUBJECT: Guidelines for the Integration of the Philippines Seismic Risk Reduction and Resilience Project (PSRRRP) into the Emergency Preparedness and Response Program of the DPWH**

Pursuant to the Department Order (DO) No. 87, Series of 2018 with subject: "*The Big One Earthquake Preparedness Program (Equipment Positioning and Mobilization Contingency Plan)*," DO No. 102, Series of 2015 with subject: "*Guidelines and Procedures in the Receipt, Inspection, Acceptance, Issuance, Custody and Physical Inventory of DPWH Assets*," and DO No. 64, Series of 2016 with subject: "*Assignment, Utilization, Funding, Operation, Maintenance and Monitoring of Highway Maintenance and Other Related Purposes*," the Standard Operating Procedure (SOP) regarding the above-captioned subject is hereby issued.

The implementation of the PSRRRP shall enhance the capacity and responsiveness of the Department in responding to the impacts of calamities, with the Unified Project Management Office – Buildings and Special Projects Management Cluster (UPMO - BSPMC) designated as the Project Implementation Unit (PIU), and with the assistance of the Bureau of Equipment (BOE) in undertaking the corresponding processes for the life cycle management of the equipment units. This DO outlines the functions and responsibilities of the UPMO – BSPMC, BOE, and Regional Offices (ROs) towards the effective preparation of the Department for the “Big One” through the resources provided by the PSRRRP.

This DO incorporates the PSRRRP with the equipment fleet management policies being implemented in the Department and DO No. 87, Series of 2018, thereby forming an integrated framework that encompasses the activities related to the PSRRRP and the Department procedures guided by the Equipment Positioning and Mobilization Contingency Plan.

This Department Order shall take effect immediately.

**MANUEL M. BONOAN**  
Secretary

### 9.1 TNLI

Department of Public Works and Highways  
Office of the Secretary



WIN3T02645

Website: <https://www.dpwh.gov.ph>  
Tel. No(s).: 5304-3000 / (02) 165-02



## **Guidelines for the Integration of the Philippines Seismic Risk Reduction and Resilience Project (PSRRRP) with the Emergency Preparedness and Response Program of the DPWH**

### **I. Background**

Metro Manila is vulnerable to earthquake hazards which pose risks to human lives, affect the integrity and usability of infrastructure assets, and cause economic losses in communities. A joint study by the Japan International Cooperation Agency (JICA), Metro Manila Development Authority (MMDA), and Department of Science and Technology – Philippine Institute of Volcanology and Seismology (DOST – PHIVOLCS) inferred that the magnitude 7.2 earthquake in the country's West Valley Fault would cause significant infrastructure damages and loss of lives. The worst-case scenario is that the strong earthquake would result in the separation of Metro Manila into quadrants due to collapsed buildings and damaged transport infrastructure including bridges<sup>1</sup>. In response to these risks, strategic plans and policies have been formulated such as the National Disaster Response Plan (NDRP) and Oplan Metro Yakal Plus (OMYP), which were adopted by the Department with its functions, accordingly designing and augmenting its systems and resources. In accordance with these contingency plans, the PSRRRP or "*The Project*" is being pushed forward in the Department. Its implementation is based on risk-based prioritization which focuses on seismic retrofitting of infrastructures and enhancement of emergency preparedness and response capability of the Department following the disaster.

This Department Order aims to incorporate the Component 2.1 (Emergency Response Equipment for Transport and Mobility Restoration and Communication) under the PSRRRP with the existing program provided in the DO No. 87, Series of 2018 – "*The Big One Earthquake Preparedness Program (Equipment Positioning and Mobilization Contingency Plan)*." Consequently, the Project shall enhance the capacity of the Department in responding to the impacts of calamities, such as, but not limited to, "The Big One" in terms of clearing and restoring the functionality of transport and other infrastructure assets and rescue operation with the use of the additional assets in the DPWH equipment fleet.

### **II. Definition of Terms**

**National Disaster Response Plan (NDRP)**<sup>2</sup> – is the multi-hazard response plan of the Philippine Government that provides general directions for all the agencies and networks involved in the Disaster Risk Reduction and Management (DRRM).

**Oplan Metro Yakal Plus**<sup>3</sup> – is an integrated contingency plan for earthquake and related geological hazards that illustrates operational procedures of various agencies, which gives a holistic view on minimizing the impact of the 7.2 magnitude earthquake in a quick and orderly manner with the Metro Manila Disaster Risk Reduction and Management Council (MMDRRMC) and the National Disaster Risk Reduction and Management Council (NDRRMC).

**The Big One** – refers to the worst-case scenario for Metro Manila should the West Valley Fault, which cuts through the capital region, moves and generates a magnitude-7.2 earthquake as described in a 2004 joint study by the JICA, MMDA, and DOST - PHIVOLCS.



**Highway Maintenance Equipment (HME)** - refers to equipment required to perform highway maintenance activities, including quick response operations during calamities and emergency situations.

**Quick Response Asset (QRA)** - refers to all assets of the Department and includes the Quick Response Equipment (QRE), Quick Response Tools (QRT), and personnel which consists of the Quick Response Support Team (QRST) and Quick Response Medical Team (QRMT).

**Quick Response Equipment (QRE)** - refers to the HME included in the QRAs tagged with the primary purpose of restoring the normal traffic flow and safety passage on the affected national roads, i.e., are the pre-positioned HME (based on natural and man-induced risk mapping), ensured to be available at any given time and reliable, and deployed immediately by the DPWH ROs and District Engineering Offices (DEOs) to the affected location/s.

**Emergency Response Equipment for Transport and Mobility Restoration (ERETMR)** - refers to the QRE procured under the implementation of the PSRRRP for the emergency preparedness and response to calamities, including, but not limited to "The Big One".

### III. Acronyms

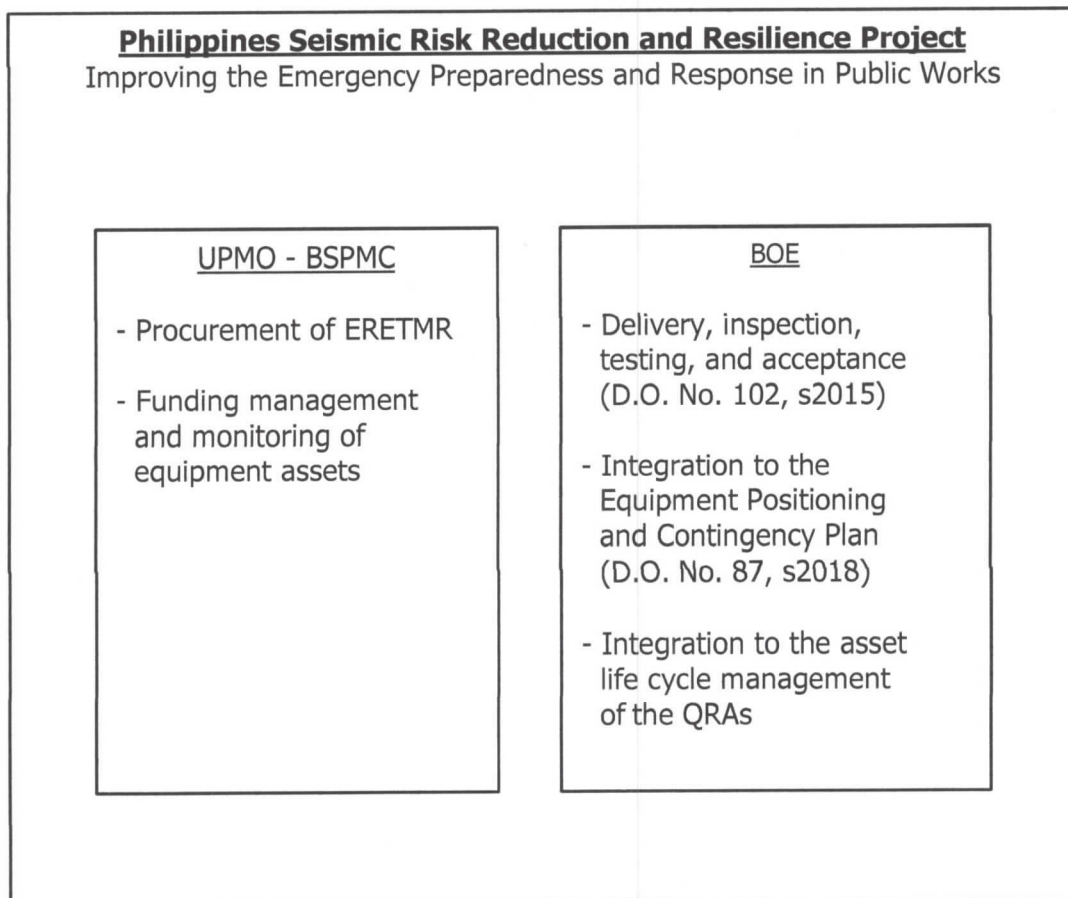
<b>DRRM</b>	Disaster Risk Reduction and Management
<b>EAO</b>	Engineering and Administrative Overhead
<b>EOC</b>	Emergency Operation Center
<b>ERETMR</b>	Emergency Response Equipment for Transport and Mobility Restoration
<b>GAA</b>	General Appropriations Act
<b>GOP</b>	Government of the Republic of the Philippines
<b>HME</b>	Highway Maintenance Equipment
<b>IA</b>	Implementing Agency
<b>IBRD</b>	International Bank for Reconstruction and Development
<b>PIU</b>	Project Implementation Unit
<b>MMDRRMC</b>	Metro Manila Disaster Risk Reduction and Management Council
<b>NDRRMC</b>	National Disaster Risk Reduction and Management Council
<b>RDRRMC</b>	Regional Disaster Risk Reduction and Management Council
<b>NDRP</b>	National Disaster Response Plan
<b>NOA</b>	Notice of Award

<b>OMYP</b>	Oplan Metro Yakal Plus
<b>SARO</b>	Special Allotment Release Order
<b>STEP</b>	Systematic Tracking of Exchanges in Procurement
<b>SOP</b>	Standard Operating Procedure

#### IV. Integration of the PSRRRP Component 2 "Improving Emergency Preparedness and Response in Public Works" into the DPWH Contingency Plan

As the PIU of the PSRRRP, the UPMO - BSPMC shall be responsible for the procurement of equipment units for Emergency Response Equipment for Transport and Mobility Restoration (ERETMR) to strengthen the emergency preparedness and response of the Department as indicated in the component 2.1 of the PSRRRP.

In support of this, the BOE shall be responsible for overseeing the equipment lifecycle management beginning from the delivery and acceptance, in accordance with the DO No. 102, Series of 2015 – *"Guidelines and Procedures in the Receipt, Inspection, Acceptance, Issuance, Custody and Physical Inventory of DPWH Assets,"* to the maintenance and monitoring of the equipment assets. The BOE shall integrate the ERETMR into the QRA of the Department which are strategically assigned in its facilities. This list shall be updated in the DPWH intranet and the QRA database in accordance with DO No. 87, Series of 2016.



**Figure 1.** Framework of Integrated PSRRRP and Contingency Plan.

## **V. Assets Under ERETMR**

ERETMR are composed of the following equipment units which aim to strengthen the disaster response capability of the Department against calamities such as "The Big One". These assets are to be operated in conjunction with the plan of increasing manpower, and shall improve the technical capability for the clearing and rescue operations following calamities.

Backhoe Loader - 14 units

Crawler Mounted Hydraulic Excavator - 16 units

Stake Truck with Boom Crane - 10 units

Water Tank Truck (H3) - 6 units

Tow Truck - 6 units

Dump Truck (H3L/H3H) - 16 units

Crawler Mounted Tractor (Bulldozer) with Multi-shank Ripper - 16 units

Fuel Tank Truck - 6 units

Wheel Loader - 8 units

Road Grader (N1) - 8 units

All Terrain Hydraulic Crane - 4 units

Multi-Purpose Self-Propelled Barge - 2 units

Landing Craft with Sidewalk - 1 unit

Prime Mover with Low Bed Trailer - 75 tonner - 2 units

Prime Mover with Low Bed Trailer - 4 units

Mobile Shop Truck - 8 units

Mobile Emergency Operations Center - 5 units

Portable Multi-gas Detector - 16 units

Air-Conditioned Tent with Portable Toilet - 16 units

In accordance with DO No. 64, Series of 2016 – "*Assignment, Utilization, Funding, Operation, Maintenance and Monitoring of Highway Maintenance Equipment and Other Related Purposes*," following the procurement and delivery of the said equipment units, the BOE shall be responsible for the provision of Equipment Codes for new/turned-over equipment upon the release of Memoranda signed by the BOE Director.



## **VI. Assignment and Positioning of the Assets under the PSRRRP**

### **1. Quick Response Assets (QRA)**

QRAs are composed of all available Department's Quick Response Equipment (QRE), Quick Response Tools (QRT), and personnel, composed of Quick Response Support Team (QRST) and Quick Response Medical Team (QRMT), which can provide support and assistance in the clearing and rescue operations following the occurrence of The Big One earthquake. All equipment units from the PSRRRP shall be integrated in the DPWH fleet as part of QRA.

Similar to the QRA lists submitted by each Region pursuant to D.O. No. 87, Series of 2018 with subject: *"The Big One Earthquake Preparedness Program (Equipment Positioning and Mobilization Contingency Plan"*, an updated list of QRAs shall be summarized, consolidated and submitted by EMD every end of the month, to the BOE which keeps and updates the QRA Database.

For easy identification a] minor changes in data of the newly updated checklist shall be printed in bold font to be easily identified, and b] major changes shall be mentioned in the covering memorandum, if there are any.

Disaster response shall be on wave systems. The First wave of QRA, or the first responders, shall be composed of highly important QRE, QRT, QRST, and QRMT which shall immediately clear the road for easy passing and for other rescuers to reach affected areas. After the deployment of the first wave, an assessment will be done to evaluate the severity of the incident and to estimate and set the quantity of QRA to be deployed. Depending on the said assessment, second wave and/or additional waves may be deployed subject to the needs and availability of QRA.

### **2. Strategic Deployment Area**

**Table 1.** Strategic Deployment Area

<b>Affected Areas</b>		<b>Location of Sub-EOCs***</b>	<b>RDRRMC Responsible Region</b>	<b>DPWH Responding Regions</b>
<b>Region III - Central Luzon</b>		Veterans Memorial Center, North Ave., Quezon City	Region I	III, IX*, XII*
<b>North Quadrant</b>	Cities of Caloocan, Valenzuela, Quezon, San Juan, and Mandaluyong			NCR, I, VII*
<b>East Quadrant</b>	Cities of Pasig and Marikina	LRT 2 Santolan Station Depot, Santolan Pasig City	Region II	NCR, II, XI*

Affected Areas		Location of Sub-EOCs***	RDRRMC Responsible Region	DPWH Responding Regions
West Quadrant	Cities of Manila, Malabon and Navotas	1st Option: Intramuros Golf Course 2nd Option: Luneta Grandstand 3rd Option: Floating at Manila Bay	CAR	NCR, CAR, X*
South Quadrant	Cities of Las Piñas, Makati, Muntinlupa, Parañaque, Pateros, Taguig, and Pasay	Villamor Air Base Golf Course, Pasay City	Region V	NCR, V, VI*, VIII**
Region IV-A- CALABARZON				IV-A, IV-B, XIII*

\*Regions that may prioritize sending manpower (QRST and/or QRMT) first before equipment (QRE and/or QRT) due to transportation constraints.

\*\*Region VIII is now included in the Responding Region, and is now required to submit their consolidated QRA list to the BOE.

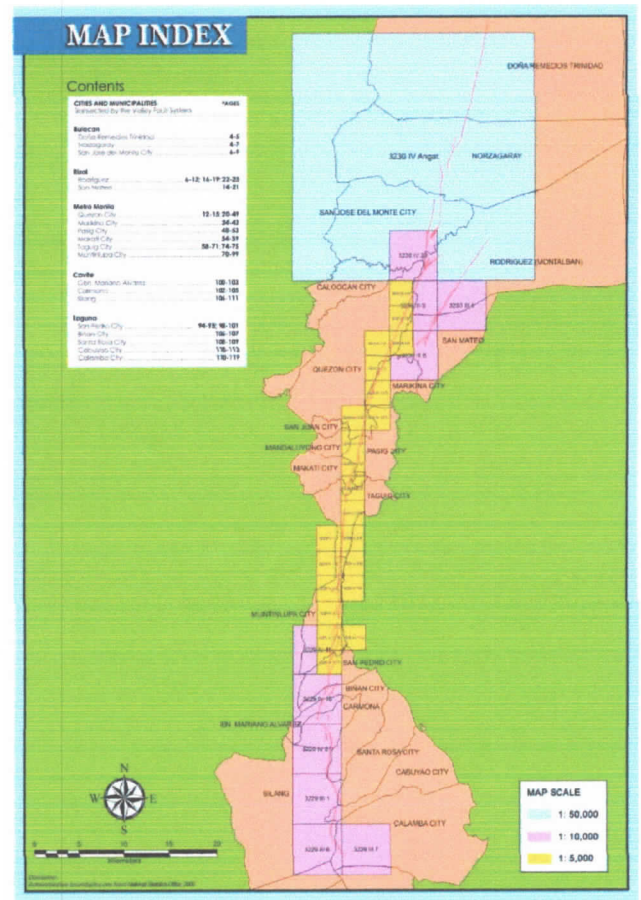
\*\*\*Based from Oplan Metro Yakal Plus

The MMDA has divided the Metropolitan into four (4) quadrants based on geography and accessibility if dreaded "The Big One" earthquake happens. The divisions aim to speed up the evacuation and rescue operations among the residents. Region III and IV-A are also part of the affected regions and part of the area for deployment. The Department's QRAs are clustered all over the country to allocate support and assistance. As part of preparation, the grouping of the affected areas, Regional Disaster Risk Reduction and Management Council (RDRRMC) Responsible Region and DPWH Responding Region are shown in the table above. The RDRRMC Responsible Region is responsible for setting up the Emergency Operation Centers (EOCs) in the said areas.



Based on Oplan Metro Yakal Plus, only 30% of QRA of NCR can be mobilized for response. The map shown on the right represents the Valley Fault System in Luzon. Fault lines are indicated by the red lines.

To ensure that each of the 4 quadrants will have the necessary QRAs in response to the onset of the Big One, the ERETMR shall be distributed and assigned in the facilities of the Department with immediate access to the respective quadrants through the pre-determined mobilization routes and entry points.



### 3. Mobilization Routes and Entry Points

In order to have a safe and fast response to affected areas, each Regional Office (RO)/District Engineering Office (DEO) assigned with the ERETMR shall have a plan on how to mobilize the equipment towards the assigned deployment area. The following guidelines and preparations shall be undertaken:

- Identify the primary route and all possible alternate routes in case the primary route is rendered impassable due to the effects of earthquake.
- Provide a map and properly label the streets, roads and landmarks. Mark areas prone to floods, landslides and other calamities.
- Locate areas prone to accidents like cliffs, steep slopes, bridges, tunnels, etc.
- Ensure that the drivers/operators are familiar with the routes.
- Prepare an itinerary of travel and list of possible expenses like fuel, toll fees, and shipping fees, among others.

Based on Oplan Metro Yakal Plus, entry points of equipment, manpower and relief assistance will only be at the North and South of Metro Manila. Entry points will be at following:

**Table 2.** Entry Points of Equipment, Manpower and Relief Assistance

MEANS OF TRANSPORTATION	ENTRY POINTS
<b>LAND TRANSPORTATION</b>	
<b>NORTH</b>	<ul style="list-style-type: none"> <li>• Department of Public Works and Highways (DPWH) Region 2: Balintawak Cloverleaf towards A. Bonifacio</li> <li>• DPWH- Cordillera Administrative Region (CAR): Balintawak Cloverleaf towards A. Bonifacio</li> <li>• DPWH Region I: Mindanao Avenue</li> </ul> <p><b>Alternate entry points:</b></p> <ul style="list-style-type: none"> <li>• Malinta</li> <li>• Bocaue, Marilao, Meycauayan towards Commonwealth</li> <li>• McArthur - Valenzuela</li> </ul>
<b>SOUTH</b>	<ul style="list-style-type: none"> <li>• Osmeña</li> <li>• Alabang-Muntinlupa</li> <li>• Sucat</li> <li>• Circumferential Road 5 (C-5) - Libingan ng mga Bayani</li> <li>• Villamor - Sales</li> <li>• Epifanio Delos Santos Avenue (EDSA)</li> <li>• Circumferential Road 6 (C-6)</li> </ul>
<b>SEA TRANSPORTATION</b> <i>(if not heavily damaged)</i>	
<b>NORTH</b>	<ul style="list-style-type: none"> <li>• Subic Bay Freeport</li> <li>• Manila Port</li> <li>• San Fernando, La Union Port</li> </ul>
<b>SOUTH</b>	<ul style="list-style-type: none"> <li>• Batangas Port</li> <li>• Sangley Point</li> </ul>
<b>AIR TRANSPORTATION</b> <i>(if runway is not damaged)</i>	
<b>NORTH</b>	<ul style="list-style-type: none"> <li>• Clark International Airport</li> <li>• Subic Bay International Airport</li> <li>• San Fernando, La Union Airport</li> <li>• Cagayan Province Airport</li> <li>• Laoag International Airport</li> </ul>
<b>SOUTH</b>	<ul style="list-style-type: none"> <li>• Cebu International Airport</li> <li>• Sangley Point</li> <li>• Lipa Air Base, Batangas</li> <li>• Davao International Airport</li> <li>• Cagayan De Oro International Airport (Laguindingan)</li> </ul>

The Land Transportation Entry Points may be used as temporary meeting stations where QRA from different Regions may cross and have a chance to better coordinate and communicate to the other teams.

#### **4. Assignment of the ERETMR in the DPWH Facilities**

The units under ERETMR shall be assigned in a strategically located facility with rapid access to the specified mobilization routes and entry points, not at risk to natural hazards such as storm surge, flooding, landslides, and volcanic eruptions, and with the provisions for the safekeeping and maintenance of the equipment units. The most appropriate facilities, and the distribution scheme of the ERETMR shall be determined by the PIU in coordination with the BOE. The PIU shall then coordinate with the Regional and/or District Offices managing the desired facilities on the possible assignment of the units, and its corresponding logistical requirements. The funding for the operation and maintenance of the units shall be provided as specified in Section VII.

#### **5. Strategic Planning**

To ensure that the plans for the deployment of the QRA are always updated and applicable with the latest conditions along the routes and entry points, and that the QRAs are ready for deployment at any given time, quarterly meetings among RO/DEO/EMD personnel, including QRE operators, QRST and QRMT members shall be undertaken. Such meetings may also be conducted as needed in case of sudden occurrences which could adversely affect the QRA deployment.

- a. The strategies, plans and updates on the positioning and mobilization of equipment shall be reviewed with respect to the latest circumstances including but not limited to transport infrastructure closures and limitations in their capacity, occurrence of natural or man - made disasters, changes in the availability of resources, and the availability of proposals for the updating and optimization of the existing plans.
- b. The proceedings including the issues and concerns raised, and the proposed updates to the plans if there are any which are arrived during these meetings shall be consolidated and sent to the PIU and the BOE for actions to be immediately taken.

#### **6. Functions of DPWH QRAs in Relation to Existing Response Guidelines**

Under OPLAN METRO YAKAL PLUS specifically in Chapter 4. Sectoral Plans and Arrangements, the SOP, and other Responsibilities of DPWH and DPWH-NCR are stated.



The interoperability, SOP, and other Responsibilities are to wit:

- a. In Section 4.1 Command and Control, it is DPWH's task/responsibility to ensure that roads and thoroughfares are cleared of debris, and to assist in the restoration of other lifelines. The DPWH shall also assist in the establishment and maintenance of evacuation camps and shall assist in building/establishment of temporary shelters.
- b. It is also stated in Section 4.1 that "Upon identifying the areas and major roads which suffered heavy damage by MMDA personnel, the MMDRRMC Main EOC will initiate contact with DPWH-NCR to inform them about the areas that need road clearing. Clearing operations will only commence after the MMA authorized official has declared the areas free of casualties."
- c. In Section 4.4 Search and Rescue, it is mentioned that "Search and Rescue Team (AFP- lead) deployed shall assist the DPWH-NCR by checking first the area to be cleared for any trapped victim. They will give the go signal to the DPWH-NCR if clearing of the debris can commence."
- d. In Section 4.5 Relief and Camp Management, it is determined that DPWH-NCR's Task/Responsibility is to "Coordinate provision of electricity and water source inside the evacuation camps".
- e. In Section 4.6 Engineering, Reconstruction and Rehabilitation, DPWH is the Lead Agency while DPWH-NCR shall be the Deputy, and DPWH Regions shall be the cooperating group members.
- f. Section 4.6 contains the SOP for clearing operations which will be done by DPWH-NCR. It will not hinder this DO's operating procedures since it's assumed in this DO that DPWH-NCR is affected by the earthquake, therefore they can focus on their responsibilities in Oplan Metro Yakal Plus.

## **VII. Funding for Operation and Maintenance of the ERETMR Assets**

Funding for the operating expenditures of this ERETMR shall be in accordance with the provisions of the General Appropriations Act (GAA). Pursuant to the Republic Act (RA No. 11639) for Fiscal Year (FY) 2022 GAA and the forthcoming GAA up to FY 2026, as part of the 5-Year Maintenance Program, the GOP counterpart fund for the PSRRRP shall be covered through the issuance of the Special Allotment Release Order (SARO).

A portion of the aforementioned GOP counterpart fund under PSRRRP shall cover the necessary operation and maintenance of ERETMR which include the expenditures associated with the materials, supplies, or parts, and labor cost. From the portion of the GOP counterpart funds that accounts for 3.5% or Php 2.5 million in FY 2022, labor costs associated with hiring of personnel as security guards and operators shall be chargeable against Engineering and Administrative Overhead (EAO) expenses. The annual allocation for the operation and maintenance of the ERETMR and its corresponding support assets shall be as follows:

**Table 3.** GOP Counterpart Funding for the 5-Year Maintenance Program in Php Million.

<b>GOP Counterpart Fund</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>Total</b>
Materials/Supplies/Parts	67.48	85.92	95.92	95.92	71.64	416.88
Labor	4.99	9.84	9.84	9.84	9.77	44.28
<b>Total</b>	<b>72.47</b>	<b>95.76</b>	<b>105.76</b>	<b>105.76</b>	<b>81.41</b>	<b>461.16</b>

### **VIII. Operation and Maintenance of the Equipment and Support Assets**

BOE procedures relative to the Equipment Management System in accordance with the Department Order No. (DO) 5, Series of 2018 with subject: "Preventive Maintenance Manual for DPWH Most Commonly Used Equipment and Service Vehicles", DO 63, s2016 with subject: "Standardization of Land-Based Equipment Management Procedures and Delegation of Responsibilities in the Field Offices", DO 64, s2016 with subject: "Assignment, Utilization, Funding, Operation, Maintenance, and Monitoring of Highway Maintenance Equipment and Other Related Purposes", and other applicable guidelines shall be strictly observed and implemented.

### **IX. Roles and Responsibilities**

#### **1. Bureau of Equipment (BOE)**

- a. Prepares and reviews the Detailed Technical Specifications for the procurement of ERETMR.
- b. Evaluates the Technical Proposals submitted for the ERETMR together with the PIU.
- c. Inspects/tests the ERETMR prior to the acceptance and issues the Acceptance Certificate in coordination with the PIU.
- d. Prepares the annual maintenance program for the ERETMR, utilizing the specified allocations from the GOP counterpart funding.
- e. Guides the implementation of fleet management systems with the ERETMR and proposes state - of - the - art tools, instruments and applications in support of the project.
- f. Coordinates with the ROs and DEOs on the availability and status of ERETMR and ensures that all QRE are in good operating condition for deployment.
- g. Tracks and monitors the operations and utilization of the assigned ERETMR.
- h. Keeps an updated database of all available QRAs in the Regions.

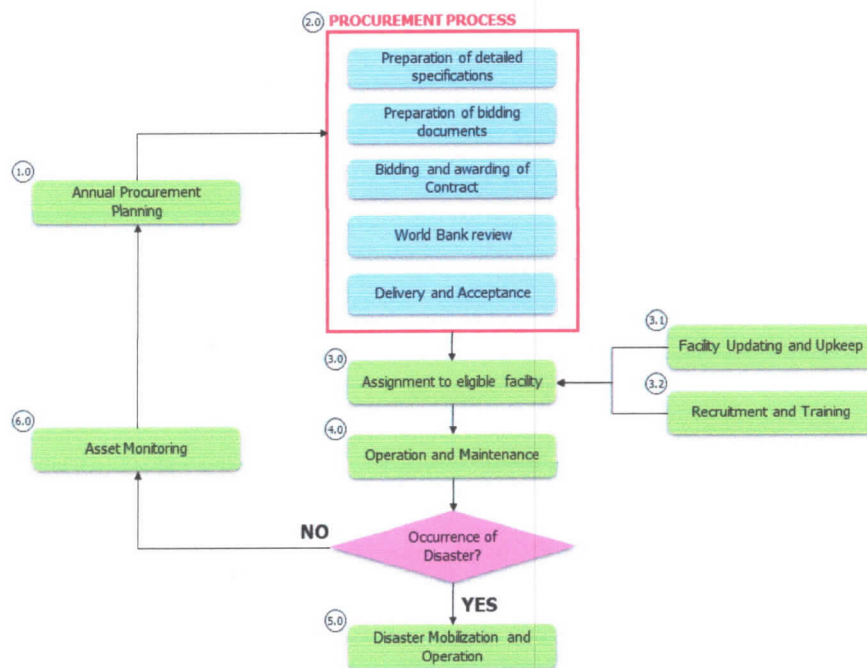
#### **2. Unified Project Management Office - Buildings and Special Projects Management Cluster (UPMO - BSPMC)**

- a. Responsible for Project Implementation in the conduct of the procurement activities, contract management, and ensures timely delivery of heavy equipment to be used for the emergency response of DPWH.
- b. Manages the allocation of counterpart funding from the National Government for operation and maintenance of ERETMR.
- c. Monitors the status of the equipment on a semi-annual basis in coordination with BOE.
- d. Coordinates with the BOE and the field Offices in formulating and updating the strategies for the operation, maintenance, and deployment of the stationed ERETMR

### 3. Regional and District Engineering Office

- a. Identify primary routes and all possible alternate routes in case the primary route is rendered impassable in case of occurrence of the Big One.
- b. Locate areas prone to accidents, floods and landslides like cliffs, stiff slopes, bridges, and tunnels which could need immediate clearing and repair operation to restore passability.
- c. Ensure that drivers/operators are sufficiently prepared at any given time and familiar with the routes and protocols to be undertaken
- d. Prepare and update strategies, plans and updates the positioning and mobilization of equipment.
- e. Prepare an itinerary of travel and list of possible expenses for the deployment of ERETMR: life fuel, toll fees, and shipping fees, among others.
- f. Undertakes the monitoring and maintenance of the ERETMR and ensures that the units are available for deployment at any given time in preparation for the occurrence of the Big One.
- g. Summarize and consolidate the updated QRA list and submit to the BOE.

### X. Implementation

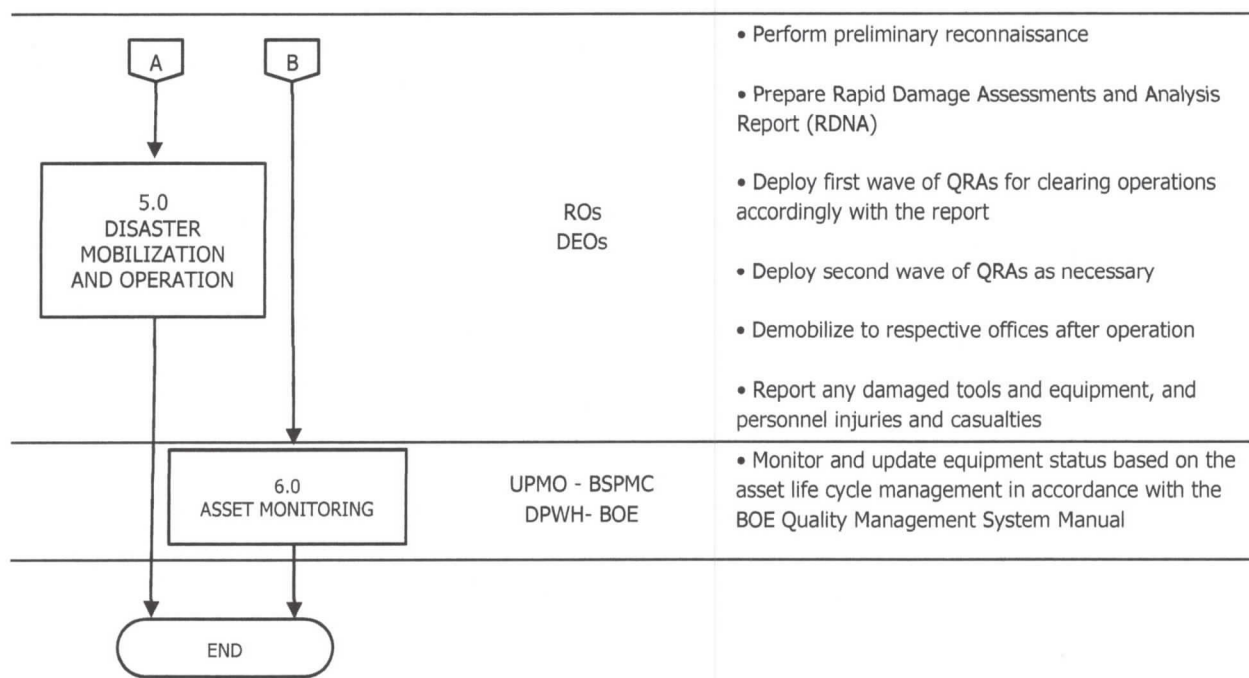


**Figure 2.** Flowchart of the Implementation of PSRRRP thru UPMO - BSPMC and BOE.



**Table 4.** Process Flow of the Implementation of Integrated PSRRRP and DPWH Contingency Plan.

PROCESS FLOW		RESPONSIBLE	DETAILS
		UPMO - BSPMC DPWH- BOE	<ul style="list-style-type: none"> <li>• Prepare all the procurement activities planned for the year including the work plan and budget in line with the guidelines of the World Bank Systematic Tracking of Exchanges in Procurement (WB STEP) system</li> </ul>
		UPMO - BSPMC DPWH- BOE	<ul style="list-style-type: none"> <li>• Prepare bidding documents for the units using World Bank standard bidding documents. If the units are to be supplied by one (1) vendor, it may be grouped together. Units may be also grouped into 'lots' in which the supplier may bid for more than one lot, and each lot will be evaluated separately.</li> <li>• Bids are evaluated by the Central Bids and Awards Committee (BAC), a bid evaluation report (BER) is prepared, and a BAC Resolution Recommending Award to the LOWEST CALCULATED RESPONSIVE BID is also prepared.</li> <li>• All documents and contracts are to be reviewed by WB and objections at all stages would be requested prior to proceeding with the next stage before the contract may be executed</li> <li>• Prepare and issue the Notice of Award (NOA) and Contract agreement.</li> <li>• Equipment units may be subjected to inspections and/or tests prior to acceptance. DPWH-BOE issued an Acceptance Certificate/ Acceptance Document after the final payment was made.</li> </ul>
		BOE	<ul style="list-style-type: none"> <li>• Assign equipment units to the ROs and DEOs</li> <li>• Recruit and train operators</li> </ul>
		BOE Regional Offices (ROs) District Engineering Offices (DEOs)	<ul style="list-style-type: none"> <li>• Operate and maintain the equipment in accordance with the BOE Quality Management System Manual and other relevant provisions</li> </ul>



**Table 5.** Records and Duration of the Project Implementation.

ACTIVITY	RECORDS	DURATION*
1. Annual Procurement Planning	Procurement Plan	10 - 20 wd
2. Procurement Process	Technical Specifications, Drawing, Terms of Reference, Bidding Documents	100 wd
3. Assignment to Eligible Facility	Resolution Correspondence for Equipment Allocation	2 hr
4. Operation and Maintenance	Equipment Status. Preventive Maintenance, and Utilization Report (ESPMUR)	Depends on the type of maintenance
5. Disaster Mobilization and Operation	Authorization on Withdrawal of the Equipment, Rapid Damage Assessments and Analysis Report (RDANA)	Depends on the impacts of the calamities
6. Asset Monitoring	Equipment Demand, Availability and Utilization Report (EDAUR) and ESPMUR	1 wd
<i>*Active duration, performed continuously, and not including waiting periods or delays.</i>		

## **XI. Reference**

1. National Disaster Response Plan (NDRP): Hydro-Meteorological Hazards Version 2, Background of NDRP, p. 3
2. Department Order No. 64, s2016, Assignment, Utilization, Funding, Operation, Maintenance and Monitoring of Highway Maintenance Equipment and Other Related Purposes, p. 1-2
3. Department Order No. 87, s2018, The Big One Earthquake Preparedness Program (Equipment Positioning and Mobilization Contingency Plan), p. 3