



REPUBLIC OF THE PHILIPPINES  
MINISTRY OF PUBLIC WORKS AND HIGHWAYS  
OFFICE OF THE MINISTER  
MANILA

29 January 1985

MINISTRY ORDER)

NO. 2)

Series of 1985)

SUBJECT: Prescribing the functions and duties of Regional Engineering Coordinators of this Ministry.

In order to delineate the functions and duties of the Regional Engineering Coordinator from the functions of the Regional Director, the Assistant Regional Director, and the chiefs of the different divisions in the Regional Office, the Regional Engineering Coordinator is hereby assigned the following functions, duties and responsibilities:

1. Exercise general and coordinative supervision and control of the different divisions in the Regional Office.
2. Establish and develop a monitoring system in order to keep the Regional Director and the Assistant Regional Director posted on the construction of projects, the status and utilization of CDC's and other programmed activities of the region.
3. Review all designs, programs of work, technical and non-technical documents and correspondence before they are signed and/or approved by the Regional Director or the Assistant Regional Director.
4. Act as Officer-in-Charge of the Regional Office in the absence of the Regional Director and the Assistant Regional Director.

It is understood, however, that while acting as Officer-in-Charge, he shall not decide matters involving policy and shall submit such matters for the Regional Director to decide.

5. Perform other duties that the Regional Director may assign from time to time.

All existing ministry orders, memoranda or circulars which are inconsistent herewith are hereby amended, modified and/or revoked accordingly.

This Order shall take effect immediately.

  
JESUS S. MIPOLITO  
Minister

ALL FOR

OK for file - 2/8/85