



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

RSM/NCR-17  
097,13 DPWH  
01.18-2016

13 JAN 2016

DEPARTMENT ORDER )  
No. **12** )  
Series of 2016 )

**SUBJECT : DISPOSAL AND STOCKPILING OF MATERIALS INCLUDING PARKING OF EQUIPMENT WITHIN THE CONSTRUCTION LIMITS OR VICINITY OF ALL DPWH ON-GOING PROJECTS**

To ensure proper housekeeping of projects, convenience and safety of the public and motorists, and to maintain free flow of traffic within the vicinity of all DPWH on-going infrastructure projects, the guidelines hereunder is hereby prescribed.

1. The disposal or dumping sites to be presented in a plan with the area/s to accommodate the calculated volume of surplus, unsuitable, spoils, debris and other construction materials shall be identified and submitted by the Contractor immediately after the Award of the Contract. The Project Engineer or the Engineer shall evaluate and approve the proposed sites prior to start of the works.
2. The stockpiling of the construction materials within the construction limits or vicinity of the project shall be submitted by the Contractor at least 48 hours before the start of this activity for approval of the Project Engineer or the Engineer. Stockpiled materials immediately or at the most within 24 hours for gravel materials to form part of the work must be spread and other waste materials after any excavation/demolition works should be properly disposed.
3. The stock keeping of materials should be made in such a manner that it should not scatter nor obstruct pedestrians and motorists access, and should be properly stored and protected in the location approved by the Project Engineer.
4. The contractor's equipment and vehicles that will cause danger to motorist and public shall be parked properly outside the roadways or sidewalks during the contract period.
5. The Contractor at all times shall keep the project site reasonably free from obstructions and shall remove or store properly any contractor's equipment/vehicles/materials no longer required in the construction site to avoid any disturbance.
6. The Contractors shall provide and maintain at his own cost all lights, barricades, fencing, warning signs, guards, traffic aides, etc. when and where necessary or as required by the Project Engineer or the Engineer.
7. The Contractors shall at all times, observe Road Works/Construction Safety & Health in accordance with Department Order No. 56, series of 2005, including Traffic Management requirements during the construction and maintenance of roads & bridges to ensure public safety and avoid inconvenience and accidents.

8. The Project Engineer and the Engineer/the Engineer's Representative shall issue timely instructions to the Contractor to comply with the cited requirements to form an integral part of the Monthly Status Report of the project.

None compliance of the above will result to the imposition of the following penalties/sanctions;

**Contractor:**

- 1st Offense - Stern Warning;
- 2nd Offense - Prohibition in joining bidding of all DPWH projects for one (1) year;
- 3rd Offense - Prohibition in joining bidding of all DPWH projects for two (2) years.

**Other Site Supervision Personnel under Contract with DPWH:**

- 1st Offense - Stern Warning;
- 2nd Offense - Suspension for 1-30 days;
- 3rd Offense - Replacement or Termination as provided in the Contract;

**DPWH Project Engineer:**

Based on Civil Service Resolution no. 991936, Section 52, C(3) dated August 31, 1999, otherwise known as the Uniform Rules on Administrative Cases in the Civil Service;

- 1st Offense - Reprimand;
- 2nd Offense - Suspension for 1-30 days;
- 3rd Offense - Dismissal.

This Order takes effect immediately and amends or supersedes all existing Department Orders and issuances or portions thereof which are inconsistent herewith.

  
**ROGELIO L. SINGSON**  
Secretary

Department of Public Works and Highways  
Office of the Secretary



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