



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

097.13 OPWH
01-27-2017

27 JAN 2017

DEPARTMENT ORDER)

No. **12**)
Series of 2017)

SUBJECT : Role of the Regional Project Managers (RPMs) as Supplementary Provisions of Department Order No. 123, Series of 2016, Creating the Regional Project Management Office (RPMO) in all Regional Offices

Supplementary to Department Order No. 123, Series of 2016, the duties and responsibilities of the RPMs, particularly in the implementation of projects under Official Development Assistance (ODA) by the Unified Project Management Offices (UPMOs), are hereby defined:

1. UPMO-IMPLEMENTED PROJECTS SUPERVISED BY THE CONCERNED UPMO CLUSTER TEAM

The RPM, in coordination with the concerned Cluster Supervision Team, shall:

- 1.1 Coordinate and monitor all Infrastructure Right-of-Way (IROW) acquisitions of the UPMO ROW Cluster Teams within the region consistent with D.O. 203, series of 2016, Creation of Unified Project Management Office Right-of-Way (UPMO-ROW) Task Force; and,
- 1.2 Monitor and report progress of work on all UPMO implemented projects in the region.

2. UPMO PROJECTS BEING IMPLEMENTED BY THE REGIONAL OFFICE (RO) AND/OR UNDER DELEGATED AUTHORITY TO THE DISTRICT ENGINEERING OFFICES

The RPM shall assist in the supervision and control of all UPMO Projects falling under this category. Specifically, the RPM shall:

- 2.1 Coordinate and monitor the status of all Infrastructure Right-of-Way (IROW) acquisitions, review and recommend payments therefor and ensure earliest grant of possession of site to contractors on all UPMO projects in the region, including those being implemented thru the DEOs;
- 2.2 Inspect, evaluate, monitor and report progress of work on all UPMO projects implemented by the RO, including those under delegated authority to the DEOs;
- 2.3 Verify, evaluate and recommend approval of all contractor billings on UPMO projects being implemented by the RO;
- 2.4 Verify, evaluate and recommend approval of all request for contract time suspensions/extension, variation orders, termination/rescission of contracts on all UPMO projects being implemented by the RO; and,
- 2.5 Monitor compliance of all environmental safeguards during project implementation including the submission of standard reports required by DENR.

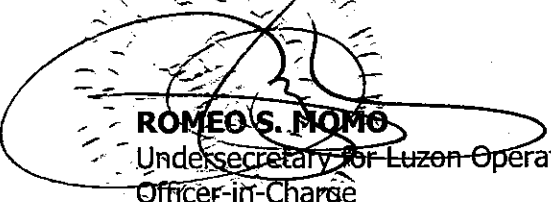
3. OTHER FUNCTIONS OF THE RPM

Additionally, RPM shall perform the following tasks:

- 3.1 Review all proposed projects for budget appropriation by the concerned ROs and DEOs and compare/reconcile scopes within the ongoing or proposed UPMO projects to avoid duplication or exclusion of priority development needs;
- 3.2 Attend and actively participate in all Project Coordination/Stakeholders Meetings between Project Engineers, contractors and other stakeholders of all UPMO projects in the region and during Regional Directors' Meetings;
- 3.3 Prepare and submit monthly accomplishment and annual reports to the Office of the Undersecretary for UPMO Operations;
- 3.4 Monitor and assist the UPMO Cluster Teams in overseeing the conduct of feasibility studies, master plans and project proposals/packageing, including identification of potential high impact projects, and preliminary engineering and detailed engineering design of projects within his/her concerned regional area; and,
- 3.5 Liaise/coordinate/consult with the provincial and/or local government units and gathers information on which infrastructure development needs are programmed in the investment plans that may be addressed by the DPWH.

The Regional Director shall provide an appropriate office space in the Regional Office that can accommodate a maximum of 5 personnel to serve as the Regional Project Management Office (RPMO). Likewise, supervision and administrative overhead shall be charged against the Engineering and Administrative Overhead (EAO) of the UPMO projects being implemented by the RO/DEOs and UPMO within the region.

This Order takes effect immediately.


ROMEO S. MOMO
Undersecretary for Luzon Operations
Officer-in-Charge

2.5 SOC/EKS

Department of Public Works and Highways
Office of the Secretary



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