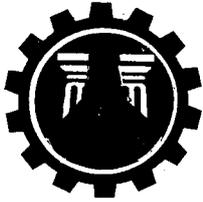


077.13 DPWH
22 FEB 2007



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

FEB 21 2007

DEPARTMENT ORDER)
No. **13**)
Series of 2007 *02-22-07*)
SUBJECT: **AMENDMENT TO DEPARTMENT ORDER NO. 07, SERIES OF 2006**

For a more rationalized allocation and transfer/turn-over of laboratory/field testing equipment/apparatus used in the implementation of local and foreign-assisted projects of the Department and in line with the proposed standardization of the DPWH District Laboratories, Department Order No. 07, Series of 2006, re: Guidelines in the Purchase, Use and Transfer/Turn-over of Non-Expendable Properties for the Implementation of Local and Foreign-Assisted Projects, is hereby amended as follows:

1. Section 3 (Composition of the Joint Inventory Team) of the said D.O. No. 7 shall be amended to include a representative from the Bureau of Research and Standards (BRS) and Materials Quality Control and Hydrology Division-Regional Office (MQCHD-RO) when the inventory taking involves laboratory/field testing equipment.
2. Sub-sections 5.1, 5.3, 5.6, and 5.7 of Section 5 (Transfer/Turnover of Properties) of D.O. No. 07 shall be amended to read as follows:
 - 5.1 Upon reaching a project physical accomplishment of 80% or at least two (2) months before the completion date, the Implementing Office in coordination with the concerned DPWH Regional/District/Sub-District Offices shall identify the recipient of the particular office equipment/properties, while the BRS in coordination with the Implementing Office and MQCHD-RO shall identify the recipients of the specific laboratory/field testing equipment due for the turn-over.
 - 5.3 Other DPWH Offices needing any of the office/quarter shall submit request to the Implementing Office which, in coordination with the SPMD-AMMS, shall evaluate the request and recommend proper disposition thereon to the Secretary/Undersecretary for Administration for approval. In case of laboratory testing equipment/field testing equipment, the request shall be submitted to BRS for evaluation prior to the approval of the Secretary/Undersecretary for Administration.

- 5.6 The Inventory Report, Acknowledgment Receipt for Equipment/Apparatus and Invoice-Receipt for Property shall evidence the transfer/ turn-over of the properties for issuance of Property Clearance Certificate and a BRS Certification (indicating recipient office, quantity and actual condition of the testing equipment and Testing Manuals and/or Specifications) for Project Management Office (PMO) projects, and the Supply and Property Section/Unit for projects implemented by Regional/District/Sub-District Offices.
- 5.7 The Property Clearance Certificate and BRS Certification are requirements to be complied with to support the request of the contractor's/consultant's final payment.

Except for the above amendments, the provisions of Department Order No. 07, Series of 2006, shall remain in force.

This Department Order takes effect immediately.


MANUEL M. BONQAN
Officer-in-Charge



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