



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
OFFICE OF THE SECRETARY
MANILA

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DEPARTMENT ORDER

NO. **29**
Series of 2004 *May 3-9-04*

SUBJECT: CREATION OF DPWH ELECTRONIC
NEW GOVERNMENT ACCOUNTING
SYSTEM (eNGAS) MANAGEMENT
OVERSIGHT COMMITTEE AND
TECHNICAL WORKING GROUP /
PROJECT TEAMS

The DPWH as a pilot agency for the implementation of the Commission on Audit (COA) Electronic New Government Accounting System (eNGAS) and in line with its reform efforts, hereby creates the following counterpart committees and teams:

A. Management Oversight Committee

1. Assistant Secretary Rafael C. Yabut, Chairperson
2. Assistant Secretary Raul C. Asis, Vice Chairperson
3. OIC Director Leonora J. Cuenca, CFMS
4. Director B. Elizabeth E. Yap, MIS
5. Director Linda M. Templo, Planning Service
6. OIC Director Ardeliza R. Medenilla, AMMS
7. OIC Director Serafin R. Recta, Internal Audit Service

The responsibilities of the Management Oversight Committee are to:

- Ensure that the eNGAS Project is directed towards the project mission and goals;
- Decide matters on project organization, project scope, and allocation of resources;
- Remove obstacles to meeting critical success factors;
- Assume over-all responsibility for the success of the project.

B. Technical Work Group - Project Team

Accounting Division, CFMS –

Normando P. Siazar, Accountant III – Team Leader
Marilou D. Alfanta - Accountant III
Melissa T. Espina - Accountant III
Joel T. Jose - Accountant II
Erwin M. Seniorin - Accountant II

Budget Division, CFMS –

Ramil V. Magturo - Budget Officer II – Asst. Team Leader
Deborah B. Sta. Maria – Budget Officer II

Assets & Supplies Mgt. & Control Division, CFMS –

Jocelyn G. Espiritu – Supply Officer III
Ronaldo S. Pecson – Engineer III

Cash Division, CFMS –

Cesar B. Banaag, Cashier II

Supplies & Property Mgt. Division, AMMS

Jesus S.J. Cruz – Supply Officer IV

Internal Audit Service

Miviluz R. Aviles – Management & Audit Analyst V

The responsibilities of the Team Leaders and Technical Working Group are the following:

- Ensuring responsibility for planning resource requirements and coordinating daily activities of the project teams;
- Ensuring that all skills are optimally utilized;
- Providing the principal point of contact between DPWH management and the COA Team;
- Encouraging the acquisition of knowledge and skills by DPWH personnel;
- Attend eNGAS training and meetings;
- Act as the Departments change agents to all Department staff on the new eNGAS processes;
- Successful implementation of the computerized eNGAS;
- Other duties as assigned by the Assistant Secretary.

C. User Support Group - Project Team

Accounting Division, CFMS

Maximo, Janice P. – Computer Programmer I

Rellon, Mark T. – Accountant II

Cabangon, Rolando A. – Computer Operator I

Jose, Joel T. – Accountant II

Cajanding, Merly S. – Accountant II

Alegre, Ronnie – Accountant II

Vargas, Chona M. – Accountant III

Señorin, Erwin M. – Accountant II

Cabacungan, Angelita R. – Accountant II

Tadeo, Violeta R. – Accountant III

Sarzuelo, Shiella – Accountant II

Fernandez, Melanie – Senior Bookkeeper

Resos, Nhoel C. – Computer Operator I

Budget Division, CFMS

Magturo, Ramil V. – Budget Officer II

Resquir, Sherwin V. – Computer Programmer I

Ramirez, Josefina C. – Budget Officer III

Orlina, Niño Jermon N. – Computer Operator II

Matanguihan, Marybeth B. – Budget Officer I

Castillo, Alexander B. – Computer Operator I

Gonzaga, Mark V. – Clerk II

Sta. Maria, Deborah B. – Budget Officer II

Assets & Supplies Management & Control Division, CFMS

Espiritu, Jocelyn G. – Supply Officer II
Brillante, Ofelia L. – Supply Officer I
Pecson, Ronaldo S. – Engineer III
Buenaventura, Armando H. – Supply Officer IV

Cash Division, CFMS

Banaag, Cesar B. – Cashier II
Romero, Jennifer M. – Fiscal Clerk II
Emmanuel, Melania R. – Fiscal Clerk II
Alejandro, Lita M. – Cash Clerk II

The responsibilities of the User Support Group - Project Team are the following:

- Perform duties and responsibilities assigned by the Team Leaders related to the implementation of eNGAS;
- Ensure successful implementation of the computerized eNGAS;
- Act as the Departments change agents to all Department staff on the new eNGAS processes;
- Attend eNGAS training and meetings;
- Act as trainers of NGAS to other Department staff;
- Perform other duties as may be assigned by the Team Leaders and the Assistant Secretary.

D. Technology Support Group – Project Team:

Monitoring & Information Service

Systems Administration

Joseph E. Damaso – Information Systems Researcher III
Edwin O. Pascua – Information Systems Analyst III

Network Administration

Arnaldo M. Cruz – Computer Operator I
Marino Sixto Lazaga – Communication Equipment Operator III

Database Administration

Knubil D. Delfin – Computer Programmer I
Abbygail L. Laurente – Information Systems Analyst II

The Responsibilities of the Technology Support Group are the following:

Database Administration:

- Configure and maintain the eNGAS database environment;
- Auditing access to the eNGAS databases;
- Performing back-up and export of eNGAS data;
- Maintaining documentation manuals library;
- Monitoring and executing back-up / recovery routines at the database level;
- Administering database security.

Network Administration:

- Maintaining back-up / recovery routines at operating system level;

- Monitoring and executing back-up / recovery routines at the operating system level;
- Administering user accounts;
- Maintaining optimum performance of the network.

Systems Administration:

- Maintaining audit and application security;
- Administering eNGAS user access authorization / accounts.

The time table for the successful implementation of the eNGAS is within one year. The outputs of the project team shall include the loading and configuring the software, conversion of the data for system setup, system testing, procedures documentation, training, and develop a strategy for implementation in Regional and District Offices. The eNGAS Project Team shall submit accomplishment reports on a monthly basis directly to the Assistant Secretary for Comptrollership and Financial Management.

This Order shall take effect immediately.


FLORANTE SORIQUEZ
Acting Secretary