



097.13 DPWH
03.29.2022

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

MAK 23 2022

DEPARTMENT ORDER)

SUBJECT: **Standard Forms in Project Implementation**

NO.)

46)

Series of 2022)

at 3/29/2022)

In order to ensure the uniformity of format in undertaking project documentation on various DPWH infrastructure projects, these **Standard Forms for Project Implementation** applicable for locally funded and foreign assisted projects are hereby issued to be utilized by all Implementing Offices of the Department.

The issuance of these forms further intends to enhance and ease the process of project management and supervision through the utilization of "ready to fill-out" forms for project documentation.

Recognizing a process-based Quality Management System (QMS), these standard forms are among the tools that will enable the Department to measure, control and improve the various core processes related to project implementation resulting to improved performance.

In addition to common forms for project documentation, introduced herein are the Job Control Forms to document inspections at milestones, hold points or witness points by the contractor and DPWH Field Engineers which are considered significant since project inspections constitutes the bulk of work of Field Engineers.

Any additional related forms and possible revisions on the issued standard forms deemed necessary for utilization of the Department shall be issued through a memorandum signed by the Undersecretary for Technical Services.

These standard forms can be downloaded from the DPWH Intranet (<http://dpwhnet>) under Construction Forms and shall be utilized effective immediately.

ROGER G. MERCADO

Acting Secretary

Department of Public Works and Highways
Office of the Secretary



WIN2A04259