



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

097-13 DPWH
3-1-90

19 February 1990

DEPARTMENT ORDER)

No. 54

Series of 1990

) SUBJECT: Streamlining procedure in processing of contractors claims for payment on their work accomplishments

To further improve the delivery of frontline services and simplify the procedures in the processing of Contractors claims for payment on their work accomplishment, the following steps and attached formats shall be adopted.

1. Upon request of Contractor for inspection/verification of work accomplished in connection with his request for payment, all DPWH officials/units concerned shall jointly inspect/verify the work to avoid multiple inspections/verifications and allow earliest approval of the Statement of Work Accomplished (SWA).
2. The contractor shall prepare the Statement of Work Accomplished on the Revised Form C1-3A (Annex "2") based on the joint Inspection Report and submit same to the Regional Director/District Engineer/Project Manager thru the Project/Resident Engineer concerned who shall review/check and sign if same is in accordance with all contract requirements.
3. The Project/Resident Engineer shall also prepare and sign the Statement of Time Elapsed and Work Accomplished. (Annex "1")

This Department Order revokes Department Order No. 145, series of 1989 and shall take effect immediately.


FIDRELD R. ESTUAR
Secretary