



Republic of the Philippines
Department of Public Works and Highways
OFFICE OF THE SECRETARY
MANILA

097-13 DPWH
5-22-89
REC'D. MAY 22, 1989
9:30 - A.M.
W/S

17 May 1989

DEPARTMENT ORDER
NO. 55
Series of 1989 5/22

SUBJECT: Submission of Materials Quality
Control Reports and Other Related
Documents

In line with the decentralization policy of the Department, the following quality control reports and documents relative to on-going construction and maintenance projects undertaken by the Regional/District and City Offices shall have to be submitted up to the Regional level only:

1. Monthly Materials Reports which shall include the following:
 - a) Summary report of field tests performed
 - b) Status of tests
 - c) Work Sheets of all tests listed in (a)
 - d) Test report on concrete samples
 - e) Inspection Reports/Certifications pertaining to quality control
 - f) Work Sheets for concrete and asphalt mix design including adjustments made during construction
 - g) Materials quality control progress report
2. Certificates of Quality Control Assurance (CQCA) and other quarterly reports.
3. Statement of Work Accomplishment (SWA) per progress billing.

For projects implemented by the Project Management Offices, the above materials quality control reports shall no longer have to be submitted to this Office as previously required, but they must see to it that they have complete records of these reports.

However, a copy of the following materials quality control reports and documents previously required shall continue to be submitted, for all projects under this Department undertaken by PMO's, Regional, District and City Offices, to the Undersecretary of the Area Concerned, Attention: Director, BRS, to wit:

1. Summary report of field tests performed
2. Status of tests
3. Contract documents including a copy of the Contract, Plans and Specifications (To be submitted prior to the start of a project)
4. Change or Extra Work Order that will affect the minimum testing requirements (To be submitted upon approval of the order)

This supersedes all previous circulars and instructions issued contrary hereto.

This Order shall take effect immediately.



FIORIELLO R. ESTUAR
Secretary