



REPUBLIC OF THE PHILIPPINES  
MINISTRY OF PUBLIC WORKS AND HIGHWAYS

OFFICE OF THE MINISTER  
Manila

7 December 1983 ✓

MINISTRY ORDER)  
NO. **71**)  
Series of 1983)

SUBJECT: SUPPORTING DOCUMENTS/DATA FOR PROJECT  
PLANS TO BE APPROVED PER MINISTRY  
ORDER NO. 13-D, s. 1982 AS AMENDED  
BY MINISTRY ORDER NO. 65, s. 1982  
RE: DELEGATION OF AUTHORITIES.

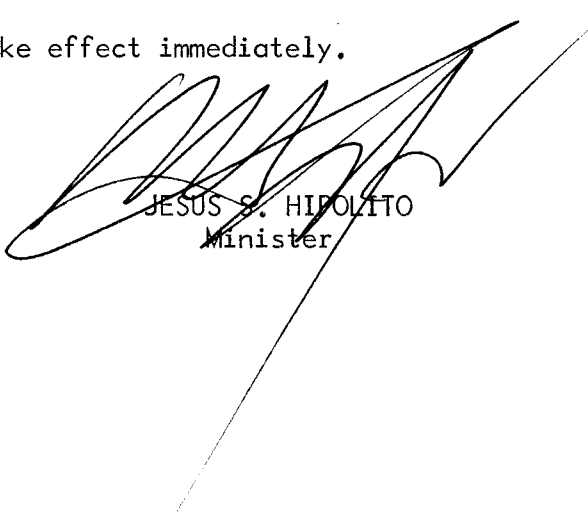
Consistent with the objective of Operation Streamline of this Ministry, providing standard procedures to be observed in order to avoid unnecessary delays in project implementation, supporting documents/data for the approval of project plans and specifications, change orders and substitution of materials to be approved in accordance with the provisions of Ministry Order No. 13-D, s. 1982 as amended by Ministry Order No. 65, s. 1982 re: DELEGATION OF AUTHORITIES, should be submitted to the approving Office/official concerned in accordance with the following:

- 1.0 Supporting Documents/Data for Project Plans and Specifications -
  - 1.1 Design Criteria
  - 1.2 Design analysis and computations in SI.
  - 1.3 Subsurface investigation reports (when required) with -
    - 1.3.1 Boring tests results.
    - 1.3.2 Field and laboratory tests results.
    - 1.3.3 Test piles driving log.
- 2.0 Supporting Documents/Data for Change Orders -
  - 2.1 The revised plans and specifications for the Change Order when required.
  - 2.2 The corresponding Design Analysis and computations in SI when required.
  - 2.3 The corresponding subsurface investigation reports (when required) together with the boring tests results, field and laboratory tests results, and test piles driving log.
  - 2.4 A copy of the original plans and specifications.
  - 2.5 The corresponding detailed quantity estimates.
- 3.0 Supporting Documents/Data for Proposed Substitution of Materials (excerpts from Ministry Order No. 9, s. 1983)
  - 3.1 Certification on the non-availability of the specified material by three (3) leading manufacturers of suppliers.

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- 3.2 Technical specifications of the material to be substituted.
  - 3.3 Design analysis and computations as may be required.
  - 3.4 White prints of plans in five (5) copies, showing all pertinent details for the installation in the structure of the material to be substituted, as may be required.
  - 3.5 Detailed quantities and price estimate of the original material and the material to be substituted, including cost of installation.
- 4.0 All Supporting Documents/Data shall contain among others the following -
- 4.1 The designer's full name and designation together with his signature; provided that, for private consultants, the designer's seal and PTR number and date/place issued shall be included.
  - 4.2 The full names and signatures of the reviewing and recommending officials of the offices concerned.
  - 4.3 The recommendation of the MPWH District Engineer/ City Engineer/Project Management/Regional Office concerned.

This Ministry Order shall take effect immediately.



JESUS S. HIPOLITO  
Minister