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

Approved 10/28/88
5:00 p.m. received
[Signature]

19 October 1988

DEPARTMENT ORDER

SUBJECT: GUIDELINES GOVERNING THE IMPLEMENTATION OF THE APPROVED PMO RESTRUCTURING AND THE PARTICIPATION OF THE REGIONAL DIRECTORS AND DISTRICT/CITY ENGINEERS IN THE SUPERVISION OF THE FOREIGN-ASSISTED PROJECTS (FAP'S) BEING IMPLEMENTED IN THEIR RESPECTIVE AREAS OF ASSIGNMENT.

NO.

Series of 1988 10/28

Pursuant to the provisions of Executive Order No. 124, series of 1987, reorganizing the Department of Public Works and Highways, and the Approved Restructuring of the Project Management Offices (PMO's) of this Department, dated 15 June 1988, and in order to effect better coordination, monitoring, and implementation of foreign-assisted projects (FAP's), the following policy guidelines are hereby promulgated:

A. General Classification of PMO's

1. The existing PMO's shall be classified into (1) National and (2) Regional PMO's as approved in the New Restructuring of PMO's.
2. The classification of a PMO shall define the nature of the relationship between the Project Engineer/Consultant and the concerned Regional and District/City Engineers, as stated in sections B-3 and C-3 of this order.
3. This relationship between the Project Engineer/Consultant and the concerned Regional and District/City Engineers shall be clearly stated in all future consultancy agreements.

B. National PMO's

1. Definition, Scope, and Functions

- 1.1 National PMO's are PMO's that are supra-regional in scope and magnitude, multi-functional in coverage, and/or requiring highly technical expertise in specialized areas.
- 1.2 Each National PMO shall exercise general administration and supervision over all FAP's under it, and ensure that all DPWH policies, rules, and regulations are complied with.

- 1.3 It shall coordinate and liaise with the lending institutions providing funds in whole or in part for the implementation of the DPWH project.
- 1.4 It shall coordinate with the Planning Service in the preparation of budget and peso-counterpart requirements of the project.
- 1.5 It shall review, process and cause payment to all Consultant's billings in accordance with pertinent provisions of the Consultancy Agreement and existing DPWH rules, regulations, and procedures.
- 1.6 Each National PMO may have as many field PMO offices as necessary, which shall review and recommend for payment, progress billings submitted by the contractor, for approval in the Central Office.
- 1.7 The National PMO shall assist in the resolution of problems encountered in the field which cannot be resolved at that level.

2. Supervision

- 2.1 Each National PMO shall be under the supervision and control of a Project Director/Manager from the Project Managers/Engineers' (PME) Pool of the Department.
- 2.2 Each FAP of a National PMO shall be directly supervised by a Project Engineer/Consultant, who shall be the official DPWH representative at the project site and shall report directly to the Project Director/Manager.
- 2.3 The Project Engineer/Consultant shall perform his functions, duties, and responsibilities with the highest degree of excellence, in accordance with good engineering practice, and consistent with all rules and regulations of the Department.

3. The Role of the Regional Director and District/City Engineer in the implementation of National PMO Projects.

- 3.1 All projects of National PMO's shall be implemented and monitored in coordination with the Regional Director and the District/City Engineer concerned.
- 3.2 The Project Engineer/Consultant in the field shall establish and maintain close functional relationship with the Regional Director and the District/City Engineer where the project is located.

- 3.3 The Regional Director and District/City Engineer shall make recommendations before and during the implementation of the project.
- 3.4 Projects costing P5.0 M or less shall be undertaken by the Regional and District/City Offices.
- 3.5 Projects costing more than P5.0 M may be undertaken by the Regional and District/City Offices if it is in the interest of the service, to be determined by the Secretary. In such case, the implementing field office shall submit a monthly progress report to the Secretary, thru the Undersecretary for PMO's.

C. Regional PMO's

1. Definition, Scope, and Functions

- 1.1 Regional PMO's are PMO's that are strictly regional in scope and unifunctional in coverage.

2. Supervision

- 2.1 A Regional PMO shall be under the supervision and control of the Regional Director under whose jurisdiction it falls.
- 2.2 Each Regional PMO shall be composed of Technical Staff headed by a Project Engineer/Consultant from the PME Pool and supported by contractual employees in the Regional and District/City Offices. The Project Engineer/Consultant shall report to the Regional Director and coordinate with the District/City Engineers concerned.

3. The Role of the Regional Director and District/City Engineer in the Implementation of Regional PMO Projects

- 3.1 The concerned Regional Director shall protect and safeguard the general interest of the government in the implementation of FAP's under the Regional PMO's in his jurisdiction.
- 3.2 He shall see to it that construction of all projects under a Regional PMO is properly done by the Contractor and strictly supervised by the Project Engineer/Consultant, and may initiate appropriate action and corrective measures to improve their performance. He shall likewise provide every possible assistance to the Project Engineer/Consultant and the contractor towards the earliest successful completion of the project.

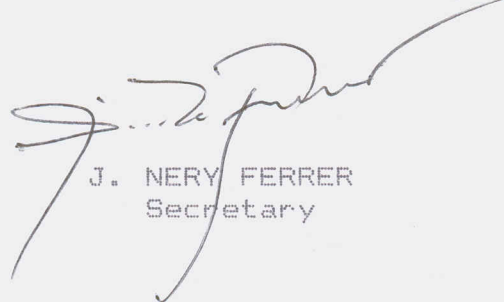
3.3 The Regional Director shall submit progress reports on all on-going projects to the Secretary, thru the Undersecretary for PMO's.

3.4 Payment of progress billings may be made in the Regional Office.

D. The Role of Other Offices in the Department and Other Agencies in the PMO's and FAP's

1. The appropriate Bureaus and Services of the Department shall provide the necessary technical and administrative support to the PMO's in their operations.
2. The selection of projects for inclusion in foreign-assisted packages shall be subject to the concurrence of the municipal, provincial, and regional development councils.

This Department Order shall take effect immediately.



J. NERY FERRER
Secretary