



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

897.13 DPWH
 Of. 27.2016

26 MAY 2016

DEPARTMENT ORDER)
)
SUBJECT: Creation of Roadworks Safety
Assessment Teams
)
NO. 99)
Series of 2016 *of. 27.16*)


In line with the policy of the Department of ensuring the safety of all motorists, pedestrians, and other vulnerable road users during construction, Roadworks Safety Assessment Teams (RSAT) are hereby created to conduct periodic roadworks safety assessment of ongoing DPWH projects.

The RSATs shall be composed of engineers from the Bureau of Quality and Safety (BQS), Bureau of Construction (BOC), and Bureau of Maintenance (BOM) who have undergone the required road safety engineering training. They shall be reporting directly to the Roadworks Safety Steering Committee (RSSC) composed of the Undersecretary for Technical Services as Chairman, the Assistant Secretary for Technical Services as Vice-Chairman, and the Assistant Secretaries for Regional Operations and the Directors of BQS, BOC, and BOM as members. The BQS shall be the over-all coordinator of the RSAT operations.

Each Regional Office shall designate a Regional Roadworks Safety Engineer who shall undergo the appropriate training and subsequently, be part of the RSAT during assessments in their respective Regions.

The set-up and operations of the RSATs shall be in accordance with the attached Terms of Reference and Guidelines for Undertaking Roadworks Safety Assessment.

This Order shall take effect immediately.


ROGELIO L. SINGSON
 Secretary

Department of Public Works and Highways
 Office of the Secretary



WIN6U01286

Encl.: As stated.

5.4 JLA/MGM/RCA

TERMS OF REFERENCE FOR THE SET-UP AND OPERATION OF ROADWORKS SAFETY ASSESSMENT TEAM (RSAT)

I. BACKGROUND

Several Department Orders have been issued to ensure roadworks safety on all on-going DPWH projects such as Ministry Order 10 series of 1978, D.O. 56 series of 2005, D.O. 135 series of 2015, D.O. 168 series of 2015. However, despite of these Orders being issued for compliance, news articles of road accidents due to on-going construction projects implemented by the DPWH have been circulating nationwide, with the public blaming the DPWH for such negligence. Based on recent articles, the contractors of the on-going DPWH projects had failed to install signages and safety barricades to warn and inform the public of the on-going project. Moreover, worn-out signages made of tarpaulins and wrong detour signages were installed on site causing road accidents ranging from minor injuries to severe fatalities.

Under the approved Rationalization Plan of the DPWH, the Bureau of Quality and Safety (BQS) was mandated to develop policies and issuances regarding roadworks safety and traffic management. For effective implementation of these issuances, the BQS was also tasked to monitor the compliance to roadworks safety and traffic management of on-going projects implemented by the DPWH through scheduled safety field inspections, and to investigate accidents/incidents brought about by the on-going construction.

In pursuit of this task, the Bureau of Maintenance (BOM) and the Bureau of Construction (BOC), which both have the responsibility of inspecting and monitoring maintenance and construction projects implemented by the DPWH, respectively, shall form part of the team to check compliance to roadworks safety and traffic management of on-going projects.

A Roadworks Safety Assessment Team (RSAT) composed of engineers from the BQS, BOM, BOC, and the Regional Office is hereby created.

II. OBJECTIVES

The RSAT shall aim to:

1. Ensure that a standardized system of signs and traffic management is observed in all maintenance and construction roadwork sites in accordance with the Department's roadworks safety program;
2. Check strict compliance of on-going projects to roadworks and traffic management plans and specifications; and,
3. Determine the adequacy of signages and traffic control devices including the circumstances under which these devices should be arranged in on-going projects to ensure roadworks safety.

III. FUNCTIONS

To attain its objectives, the RSAT shall have the following functions:

1. Conduct periodic roadworks safety assessment of on-going projects of the Department.
2. Monitor on-going projects being implemented by the Department and report contractors and implementing offices that are not properly observing/implementing roadworks safety, traffic management and construction safety and health requirements.
3. Validate compliance of implementing offices to required corrective actions on roadworks safety issues.

IV. ORGANIZATION

During project assessment the RSAT, shall be composed of:

- 1 – Engineer III or II from BQS;
- 1 – Engineer III or II from BOC or BOM; and
- 1 – Engineer II from Regional Office

The total number of units to be created shall be seventeen (17). Each RSAT shall be directly reporting to the Roadworks Safety Steering Committee (RSSC) composed of the Undersecretary for Technical Services as Chairman, the Assistant Secretary for Technical Services as Vice-Chairman, and the Assistant Secretaries for Regional Operations and Directors of BQS, BOC and BOM as members. The BQS shall be the over-all coordinator of the RSAT operations, who shall forward the findings and recommendations of the units to the Secretary.

An annual evaluation of RSATs will be conducted to determine the effectiveness and efficiency of each unit/member.

V. SCOPE OF WORK AND SCHEDULE

A. Setting-up of RSATs

1. Organization of RSATs

The Undersecretary for Technical Services shall name the members of the RSATs from the recommendation of the Director of BQS.

2. RSAT assessments should cover the minimum percentage of projects implemented by the Department under its regular budget as approved by the RSSC. RSATs may also assess projects whose budgets come from the other agencies but implemented by the DPWH. Assessment shall be carried out in on-going construction and maintenance projects on roads and bridges, and other related works within the road right of way.

B. Operationalization of RSATs

Each RSAT shall assess the minimum number of projects per implementing office in order to meet the targets approved by the RSSC. Project selection will be based on project status from Project Monitoring System (PMS) or Project and Contract Management Application (PCMA) of BOC, i.e., 30% and above accomplishments, infrastructure projects of the Department costing higher than the floor cost to be determined by the Secretary, and projects below the above-mentioned floor cost. The RSAT shall monitor predetermined on-going projects being implemented by the DPWH and report all findings and observations which are compliant and non-compliant with the measures of roadworks safety, traffic management and construction safety and health program requirements.

In undertaking the foregoing, the General Guidelines for Undertaking Roadworks Safety Assessment of Projects (herein attached as Annex A) shall be followed.

VI. ASSESSMENT REPORTING

At the end of each assessment period, the RSATs shall submit to the Secretary, thru the Undersecretary for Technical Services, reports on the assessed projects, within fifteen (15) days from completion of field inspection.

Prescribed Report Formats and the approved checklist shall be used by the RSATs.

ANNEX A

GENERAL GUIDELINES FOR UNDERTAKING ROADWORKS SAFETY ASSESSMENT OF PROJECTS

This **Guideline** should serve as checklist of activities to be undertaken by the Roadworks Safety Assessment Teams (RSATs) in the conduct of the road works safety assessment of project implementation. A schematic presentation of the activity relationships is shown in the attached Flow Chart of Proforma Procedures for Assessment of Projects.

Activity Checklist of the Teams

1. Briefing Officials in the Field

Upon arrival of the unit at the UPMO/RO/DEO, a briefing should be conducted with the concerned officials to discuss the purpose of the visit. The unit should emphasize that the objective of the undertaking is to verify whether roadworks safety program is being complied with in the project implementation.

2. Selection of Project to be Inspected/Assessed

Project to be assessed/inspected will be selected from a list of on-going projects prior to the date of assessment.

3. Checking Project Documents

Before doing the actual inspection/assessment, the following documents of individual projects should be evaluated.

- a. Approved Roadworks Safety and Traffic Management Plans
- b. Site Instruction Files
- c. Contract Documents
- d. Program of Works and Detailed Estimates (for roadworks safety, traffic management, and construction safety and health requirements)
- e. Project Inspection Report
- f. Latest Statement of Work Accomplished
- g. Contractor's Traffic Operational Program
- h. Materials Test Results (for road signs, temporary markings and other traffic control devices)

4. Actual Inspection

During the actual project inspection/assessment, the following activities should be undertaken:

- a. Checking compliance of materials quantity and quality as per approved roadworks and traffic management plan and specifications.
- b. Checking proper work site layout and management in accordance with the DPWH Roadworks Safety Manual.

Substantive documentation of the observations should be made, e.g. pictures and test results.

5. Prepare Inspection/Assessment Report

A detailed report for project assessed shall be prepared and submitted to the Undersecretary for Technical Services within fifteen (15) days from completion of field inspection.

6. Monitoring of Corrective Actions

Recommendations made by the RSATs for implementation will be forwarded to the concerned implementing office and the proofs of corrective actions undertaken shall be consolidated and submitted by the implementing office to the Road Safety Program Division of the BQS who shall monitor their compliance. A report shall be submitted by the RSATs to the Secretary on the status of implementation by the concerned offices.

FLOW CHART OF PROFORMA PROCEDURES FOR ROADWORKS SAFETY ASSESSMENT

