



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

097.13 DPWH  
07-13-2015

JUL 13 2015

DEPARTMENT ORDER )  
NO. 110 )  
Series of 2015 )  
07.13.15 )

**SUBJECT: REVISED GUIDELINES RE:  
PROJECT REPORTING TO  
CONGRESSMEN AND LOCAL  
OFFICIALS**

In accordance with our policy to inform the concerned Congressmen, Governors, and Mayors about the status of our infrastructure projects (both foreign-assisted and locally funded), all DPWH Implementing Offices are hereby directed to observe the following guidelines:

**I. Pre-Construction Phase**

1. Conduct periodic consultation/coordination with the concerned Congressmen, Governors, and Mayors, as well as non-governmental organizations and other sectors of the community, before any DPWH infrastructure project or program is implemented in their respective area.
2. Furnish the concerned Congressmen, Governors, and Mayors with copies of the approved DPWH Infrastructure Program for their respective areas including any approved realignments/amendments.
3. Furnish the concerned officials with the list of projects to be implemented including their implementation schedules. The list should be generated from the Project Monitoring System (PMS) using Form PMG-010.
4. Preparation and installation of project billboards should be in accordance with the existing policies and guidelines of the department.

**II. Construction Phase**

1. Submit to the concerned officials the monthly status of projects generated from the Project Monitoring System (PMS) using Form PMG-011.

**III. Post-Implementation Phase**

1. Furnish the concerned officials with copies of reports of completed projects.

**IV. Additional Guidelines**

1. All information furnished to the concerned officials shall be appropriately transmitted with an official acknowledgement from the said officials.

2. Implementing Offices shall report compliance to the Bureau of Construction, by accomplishing Forms PMG-008 and PMG-009, and shall be sent electronically to boc@dpwh.gov.ph.

This order supersedes Department Order No. 37, series of 1999 and Department Order No. 37-A, series of 1999, and shall take effect immediately.

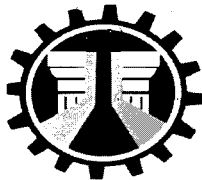
  
**ROGELIO L. SINGSON**  
Secretary

Department of Public Works and Highways  
Office of the Secretary



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5.2.4 MIP/WRO

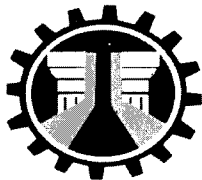


**SUMMARY REPORT OF OFFICES WHICH HAVE COMPLIED WITH THE SECRETARY'S DIRECTIVE ON COLLABORATIVE PROJECT REPORTING**

For the Month of \_\_\_\_\_

Region: \_\_\_\_\_

<b>COMPLYING DISTRICTS</b>	<b>NON-COMPLYING DISTRICTS</b>	<b>DISTRICT ENGINEER</b>

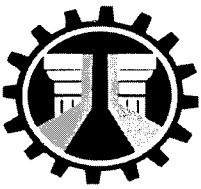


**SUMMARY REPORT OF OFFICES WHICH HAVE COMPLIED WITH THE SECRETARY'S DIRECTIVE ON COLLABORATIVE PROJECT REPORTING**

For the Month of \_\_\_\_\_

Region: \_\_\_\_\_

<b>DISTRICT ENGINEER/ DISTRICT OFFICE</b>	<b>LOCAL OFFICIAL</b>	<b>MUNICIPALITY/ PROVINCE</b>	<b>DATE RECEIVED BY THE LGU</b>



Department of Public Works and Highways

**LIST OF PROJECTS TO BE IMPLEMENTED**

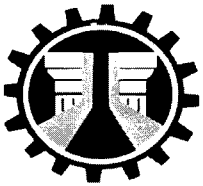
For CY (YYYY)

As of \_\_\_\_\_

Region/District: \_\_\_\_\_

Source of Fund: \_\_\_\_\_

Project Name	Scope of Work	Program Amount (Php'000)	Schedule ( Dates )	
			Start	Completion
			a) Planned b) Revised	a) Planned b) Revised



**STATUS OF PROJECTS**

For CY (YYYY)

As of \_\_\_\_\_

Region/District: \_\_\_\_\_

Source of Fund: \_\_\_\_\_

Project Name	Scope of Work	a) Program Amount ('000)	D a t e				%Physical Accomp
			Advertised	Bid	Start	Completion	
		b) Project Cost ('000)	a) Planned	a) Planned	a) Planned	a) Planned	a) Revised
		c) Obligation ('000)	b) Revised	b) Revised	b) Revised	b) Revised	b) Actual
		d) Disbursement ('000)	c) Actual	c) Actual	c) Actual	c) Actual	c) Slippage
		e) Contractor					