



Republic of the Philippines  
DEPARTMENT OF PUBLIC WORKS & HIGHWAYS  
**OFFICE OF THE SECRETARY**  
Bonifacio Drive, Port Area, Manila

097.13 DPWH  
10.21.2019  
19-11921

OCT 21 2019

DEPARTMENT ORDER )

NO. **113** )  
Series of 2019 )

**SUBJECT: Guidelines in the Filling-Up of the Newly Created 2,079 Engineer Positions in the Regional and District Engineering Offices**

This has reference to the letter of Department of Budget and Management dated September 9, 2019 approving the creation of additional 2,079 Engineer positions intended for the DPWH Regional Offices and District Engineering Offices in support to the implementation of infrastructure projects, specifically those that support the "Build, Build, Build" Program.

So as not to defeat the purpose of creating those additional positions, it is important to ensure that the selection of people to fill the vacant positions is based on merit and fitness.

Toward this end, the selection of personnel to fill these newly created positions shall have the prior approval of the Secretary. The following procedures shall be followed:

1. Newly created vacant Engineer positions shall be published by the Regional Office in accordance with the provisions of RA 7041 and its implementing guidelines. To ensure widest information dissemination, vacant positions shall be published in the newspaper of general circulation, CSC Bulletin of Vacant Positions or in the DPWH Website, including the qualification standards required for the vacant positions and the deadline for submission of applications and other relevant documents.

Since the additional 2,079 Engineer positions are lodged under the DPWH-Office of the Secretary (OSEC), allocation of item-number per RO and DEO shall be posted in the intranet.

2. The ROs and DEOs Placement Committee shall conduct initial evaluations. All those who apply, including outsiders, shall be included in the evaluation and there should be a minimum of three (3) candidates per vacancy.
3. The RO and DEO Placement Committee shall submit the results of initial evaluations and resolutions, to the RO-HRMPSB, together with all the supporting documents.
4. The RO-HRMPSB, assisted by the TWG, shall validate the submitted initial evaluation in accordance with Department Order No. 33 s. 2016 and Department Order No. 42 s. 2016. The RO-HRMPSB may include candidates who submitted their application to the ROs or DEOs but were not included in the initial evaluation.
5. In the process of validation, especially in the area of Potential and Personality Traits, the RO-HRMPSB has the option to conduct interview or other examination, if deemed necessary.

6. The RO-HRMPSB shall submit the RO-HRMPSB Resolution to the Office of the Secretary. The Secretary based on the qualifications of the applicants and in exercise of his authority as appointing official shall select from among the nominees, the candidate to be appointed.
7. Authority to issue and sign appointment of the additional 2,079 Engineer positions is hereby delegated to the Regional Director concerned, based on the selection approved by the Secretary. In this regard, the Regional Director shall issue the appointment within seven (7) days from receipt of the approved Resolution by the Secretary.
8. However, the Secretary reserves the right to withdraw the authority to issue appointment delegated to a specific Regional Director should there be any violation of this order or should there be abuse in the exercise of said function.
9. Regional Office shall furnish a copy of the Reports of Appointment Issued, submitted to the Civil Service Commission, to the Office of the Secretary every end of the month.

These procedures shall apply only to the additional 2,079 Engineer positions covered under the DBM letter dated September 9, 2019.

This Order shall take effect immediately.



**MARK A. VILLAR**  
Secretary

10.1 MSV

Department of Public Works and Highways  
Office of the Secretary



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REPUBLIC OF THE PHILIPPINES  
**DEPARTMENT OF BUDGET AND MANAGEMENT**  
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

SEP 09 2019

**SECRETARY MARK A. VILLAR**

Department of Public Works and Highways (DPWH)  
Bonifacio Drive, Port Area, Manila

Dear **Secretary Villar**:

This pertains to the request of the DPWH for the creation of additional **4,046 positions** in the 16 Regional Offices (ROs) and 183 District Engineering Offices (DEOs) of the Department in order to augment the existing staff therein in undertaking projects and activities in line with the implementation of the "Build, Build, Build Program" of the government.

In addition, the DPWH is proposing the **renaming** of the Legal Division in each RO to **Right-of-Way Acquisition and Legal Division** in order to reflect the actual functions being performed by said Division.

We are pleased to inform you of the favorable consideration of the following organizational and staffing modifications in the DPWH ROs and DEOs:

- **Creation of 2,294 positions** to augment the existing staff of the ROs and DEOs in the performance of their functions, as follows:
  - a. **2,079 Engineer positions** to hasten the implementation of infrastructure projects, specifically those that support the "Build, Build, Build" Program:

Area of Deployment	Position Title/Salary Grade (SG)	No. of Positions
<b>ROs</b>		
Planning and Design Division	Engineer III, SG-19	1
	Engineer II, SG-16	10
Construction Division	Engineer II, SG-16	10
Maintenance Division	Engineer III, SG-19	1
	Engineer II, SG-16	2

Area of Deployment	Position Title/Salary Grade (SG)	No. of Positions
Quality Assurance and Hydrology Division	Engineer II, SG-16	3
<b>Sub-Total per RO</b>		<b>27</b>
<b>Total, 16 ROs</b>		<b>432</b>
<b>DEOs</b>		
Planning and Design Section	Engineer II, SG-16	2
Construction Section	Engineer II, SG-16	4
Maintenance Section	Engineer II, SG-16	2
Quality Assurance Section	Engineer II, SG-16	1
<b>Sub-Total per DEO</b>		<b>9</b>
<b>Total, 183 ROs</b>		<b>1,647</b>
<b>Grand Total</b>		<b>2,079</b>

- b. **16 Chemist II, SG-15 and 199 Laboratory Technician, SG-8 positions** or a total of **215 items** to ensure consistency with **Section 35 of Republic Act No. 10657<sup>1</sup>** dated March 27, 2015, which requires that chemical laboratory tasks or the practice of chemical analysis shall be carried out by registered chemists or registered chemical technicians:

Area of Deployment	Position Title/SG	No. of Positions
<b>ROs</b>		
Quality Assurance and Hydrology Division	Chemist II, SG-15	1
	Laboratory Technician, SG-8	1
<b>Sub-Total per RO</b>		<b>2</b>
<b>Total, 16 ROs</b>		<b>32</b>
<b>DEOs</b>		
Office of the District Engineer (Maintenance Section)	Laboratory Technician, SG-8	1
<b>Sub-Total per DEO</b>		<b>1</b>
<b>Total, 183 DEOs</b>		<b>183</b>
<b>Grand Total</b>		<b>215</b>

- **Renaming** of the **Legal Division** in each DPWH RO to **Right-of-Way Acquisition and Legal Division** to reflect the actual functions it is performing relative to the right-of-way acquisition and other legal-related activities.

Relatedly, since the implementation of infrastructure projects is time-bound, the aforementioned 2,079 Engineer positions shall be **coterminous with the Build, Build, Build Program**.

Moreover, the 2,079 Engineer positions shall be lodged under the DPWH-Office of the Secretary (OSEC) in order to provide flexibility to the DPWH Secretary in

<sup>1</sup> An Act Regulating and Modernizing the Practice of Chemistry in the Philippines, Repealing for the Purpose Republic Act Numbered Seven Hundred Fifty-Four (R. A. No. 754), Otherwise Known as the Chemistry Law of the Philippines

deploying/rotating them in the different ROs and DEOs, taking into consideration the workload/infrastructure projects being implemented by said organizational units.

In this regard, the following interim organizational unit is created under the DPWH-OSEC to house the subject 2,079 Engineer positions:

**"1.2000 Engineer Positions for the Build, Build, Build Program"**

On the other hand, the creation of the following positions **is not considered**:

- One (1) Engineer II, SG-16 position each for the Office of the Regional Director and Office of the District Engineer, and two (2) Engineer II, SG-16 items for the RO's Legal Division since their proposed functions could already be handled by the additional Engineer items to be created in the ROs and DEOs;
- One (1) Construction and Maintenance Foreman, SG-8 position for the 183 DEOs since the repair and upkeep of the infrastructure-related equipment could already be undertaken by job order workers of the DPWH; and
- One (1) Accountant II, SG-16 position in the ROs and one (1) AO II (Budget Officer I), SG-11 item in the DEOs since their purported functions could already be undertaken by the existing similar positions therein.

In this regard, attached is a copy of **Notice of Organization, Staffing and Compensation Action (NOSCA) No. 0002019-06-055** reflecting the creation of the said **2,079** Engineer positions that will be lodged under the DPWH-OSEC.

On the other hand, the Department of Budget and Management ROs shall prepare and issue separately the requisite NOSCA for the following modifications:

- **Creation of one (1) Chemist II, SG-15 and one (1) Laboratory Technician, SG-8 positions** in the Quality Assurance Division of each RO of the DPWH;
- **Creation of one (1) Laboratory Technician, SG-8 position** in each DEO-Office of the District Engineer; and
- **Renaming** of the Legal Division in each RO to Right-of-Way Acquisition and Legal Division.

It is understood that this approval is subject to the existing civil service, budgeting, accounting, and auditing rules and regulations.

Thank you and God Bless.

Very truly yours,



**WENDEL E. AVISADO**  
Acting Secretary

Department of Budget and Management  
BTS



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