



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

Proc #261  
P 264  
597.13 DPWH (P)  
5-13-93

10 March 1993

DEPARTMENT ORDER)

No. **115** (see)

Series of 1993 (13)

SUBJECT : Organization for the Implemen-  
tation of Local Government  
Infrastructure Fund Projects.

- 1.0 Project Grant Agreement has been signed between the Government of the Philippines (GOP) and the United States Government thru the USAID (A.I.D. Project No. 492-0463 dated September 30, 1991) which will provide fund or resources to Local Government Units (LGUs) for construction of high priority, small scale infrastructure that will give significant impact on the productivity of the area.
- 2.0 Pursuant to said Agreement the Implementing Organization which will ensure the efficient and effective implementation of the project is hereby established attached to the Department of Public Works and Highways and to be known as the Local Government Infrastructure Fund-Project Management Office (LGIF-PMO).
- 3.0 The LGIF-PMO will basically oversee the implementation of the project and will consist of a core of DPWH Supervisory personnel and a full complement of experts, professionals and administrative support to be provided by a consulting firm under contract with USAID. The organizational structure together with its functions and responsibilities is as follows:
  - 3.1 Project Director - Responsible for all activities of the Project Management Office. Sets project priorities. Reports to DPWH and the Implementation Review Committee (IRC).
  - 3.2 Consultant - Chief of Party - Head of consultants. Responsible to the Project Director. Coordinates all activities of the consultants. Executes the responsibilities of the PMO on behalf of the Project Director.

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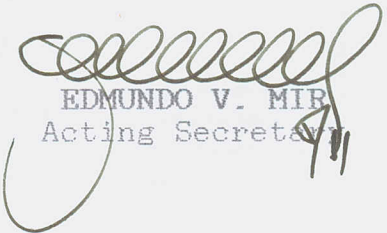
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- 3.3 Management Information System - Responsible for the computerized activities of the PMO. These include the procurement of computer equipment and software and the installation of the systems which include project accounting, project listing, quarterly project budgets, funds distribution, report production, project location maps and other relevant computerized products.
- 3.4 Technical Assistance Group - Responsible for all technical activities associated with the PMO, among which are: development of standard plans/designs and documents; screening and selection of LGUs; review and evaluation of feasibility studies, designs, project implementation, LGU performance; and other technical reporting, documentation, etc.
- 3.5 Finance and Administrative Group - Responsible for all financial and administrative functions including budgeting, staffing, payroll, USAID accounting, project funds distribution and tracking, distribution of funds to Local Government Units, recovery of funds from LGUs, maintenance of all facilities and resources allocated for the use of the PMO and other related administrative and financial matter.

4.0 The LGIF-PMO, thru the Project Director shall report directly to Undersecretary Teodoro T. Encarnacion who is the Chairman of the Implementation Review Committee (IRC) and will receive policy directions from the IRC.

The LGIF-PMO will maintain its own accounting and financial records and as such will have its own designated accountant and disbursing officer/cashier.

This order takes effect immediately.

  
EDMUNDO V. MIR  
Acting Secretary