



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

097.13-DPWH  
06-02-2003

JUN 02 2003

DEPARTMENT ORDER

NO. **146**  
Series of 2003 *June 02, 2003*

SUBJECT: RECONSTITUTION OF DPWH NEW  
GOVERNMENT ACCOUNTING SYSTEM  
(NGAS) STEERING COMMITTEE AND  
PROJECT TEAM/TECHNICAL WORKING  
GROUP

-----

In line with its reform efforts, the DPWH has begun to implement the New Government Accounting System (NGAS) of the Commission on Audit (COA). Pursuant to the COA requirements for implementation of the NGAS, a DPWH-NGAS Steering Committee is hereby re-constituted with the following members;

1. Undersecretary Manuel M. Bonoan
2. Assistant Secretary Raul C. Asis
3. Director, CFMS
4. Director, MIS
5. Director, Planning Service
6. Director, Internal Audit Service (Observer)
7. Director, AMMS
8. Regional Director, Region III
9. Regional Director, NCR

The responsibilities of the Steering Committee are to:

- Ensure that the NGAS Project is directed towards the project mission and goals;
- Decide matters on project organization, project scope, and allocation of resources;
- Remove obstacles to meeting critical success factors;
- Assume over-all responsibility for the success of the project.

Also, pursuant to the COA requirements for implementation of the NGAS, a DPWH-NGAS Project Team/Technical Working Group is hereby created which is composed of the following:

Project Leaders

1. Project Director Aristeo O. Reyes, CFMS
2. Project Leader Maximo L. Carvajal, Project Manager II
3. Assistant Project Leader Normando P. Siazar, Accountant III

Members

CFMS

4. Chief, Budget Division
5. Chief, Accounting Division
6. Chief, Cash Division
7. Chief, ASMCD
8. Chief, Subsidiary and Revenue Section, Accounting Division
9. Chief, Bookkeeping Section, Accounting Division
10. Chief, Claims and Processing Documentation Section (CPDS), Accounting Division

11. Chief, Disbursement Section, Cash Division
12. Chief, Financial Review and Reports Analysis Section (FRRAS), Accounting Division
13. Accountant II, NCA Section, Accounting Division
14. Chief, Inventory Control Section, Asset and Supply Management Division (ASMD)
15. Chief, Budget Preparation Section, Budget Division
16. Chief, Budget Execution Section, Budget Division
17. Budget Officer II, Financial System Section, Budget Division
18. Chief, Collection Section, Cash Division

AMMS

19. Chief, Program Design Section, HRPD
20. Chief, Career Planning Section, HRPD

Bureau of Construction (BOC)

21. Chief, Technical Staff

MIS

22. Chief, Analysis and Design Section, Application Development Division
23. Chief, Database Management Section, Application Development Division
24. Chief, System Administration Section, Technology Support Division
25. Chief, Network Administration Section, Technology Support Division

Field Offices

26. Fiscal Controller V – Region III
27. Fiscal Controller V – NCR
28. Accountant IV – Region III
29. Accountant IV – NCR
30. Accountant III – North Manila ED
31. Accountant III – South Manila ED
32. Accountant III – 1<sup>st</sup> Bulacan ED
33. Accountant III – 1<sup>st</sup> Pampanga ED

Observers

Internal Audit Service

34. Director, Internal Audit Service
35. Chief, Systems and Procedures Division (SPD), Internal Audit Service
36. Management and Audit Analyst III, SPD
37. Management and Audit Analyst II, SPD
38. Management and Audit Analyst I, SPD

The responsibilities of the Project Leaders shall include:

- Ensuring responsibility for planning resource requirements and coordinating daily activities of the project teams;

D.O. NO. 146 s. 2003

- Ensuring that all skills are optimally utilized;
- Providing the principal point of contact between DPWH management and the COA Team;
- Encouraging the acquisition of knowledge and skills by DPWH personnel;
- Successful implementation of the computerized NGAS and
- Performing other duties as assigned by the Assistant Secretary.

The responsibilities of the Project Team shall include:

- Perform duties and responsibilities assigned by the Project Leaders related to the implementation of NGAS;
- Ensure successful implementation of the computerized NGAS;
- Act as the Departments change agent to all Department staff on the new NGAS processes;
- Attend NGAS training and meetings;
- Act as trainers of NGAS to other Department staff;
- Perform other duties as may assigned by the Project Leader and the Assistant Secretary.

The responsibilities of the Monitoring and Information Service (MIS) shall include:

Database Administrator:

- Configure and maintain the NGAS database environment;
- Auditing access to the NGAS databases;
- Performing back-up and export of NGAS data;
- Maintaining documentation manuals library;
- Monitoring and executing back-up / recovery routines at the database level; and
- Administering database security.

Network Administrator:

- Maintaining back-up / recovery routines at operating system level;
- Monitoring and executing back up / recovery routines at the operating system level.
- Administering user accounts; and
- Maintaining optimum performance of the network.

Systems Administrator:

- Maintaining audit and application security; and
- Administering NGAS user access authorization / accounts.

The NGAS Project Team shall report directly to the Assistant Secretary for Comptrollership and Financial Management.

This Order shall take effect immediately and supersede all previous Department Orders and other issuances or any provision thereof that are inconsistent herewith.

  
**FLORANTE SORIQUEZ**  
Acting Secretary