



Republika ng Pilipinas
KAGAWARAN NG PAGAWAIN AT LANSANGANG PAMBAYAN
TANGGAPAN NG KALIHIM
Maynila

DEPARTMENT ORDER

NO. _____

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JUN 25 2003

**SUBJECT : Organization and Management Set-up for the
Operation of the National Road Traffic Survey
Program (NRTSP) under the New System.**

In order to streamline the implementation of the new system for the conduct of traffic counting using manual traffic counts and automated traffic counts and axle load surveys under the National Road Traffic Survey Program, the hereunder Offices in this Department are hereby assigned the corresponding tasks and responsibilities as follows:

The **Planning Service** shall be responsible for the following:

1. Setting up and scheduling of traffic data collection.
2. Resource planning of traffic data collection equipment.
3. Preparation of budget proposal for operations.
4. Assisting the Regional Offices (ROs) and District Engineering Offices (DEOs) in the conduct of manual classified traffic counts, automated classified traffic counts and axle load surveys.
5. Assisting the ROs in the entry/validation process of automated traffic count data and encoding/validation of axle load survey data.
6. Assisting the DEOs in the encoding/validation of manual traffic count data.
7. Processing and final verification of NRTSP data.
8. Gathering of information on traffic data collection activities whether NRTSP or non-NRTSP counting.
9. Providing information on traffic data collection activities.
10. Undertaking quality assurance (QA) procedures.
11. Preparing analysis and final report of NRTSP data.
12. Maintenance of traffic data collection equipment.

The **Regional Offices** concerned shall be responsible for the following:

1. Assisting the Planning Service in setting up and scheduling the automated classified traffic counts and axle load surveys, including reviews of the survey plans.



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2. Conduct of automated classified traffic counts and axle load surveys.
3. Conduct of check manual counts for the automated traffic count and axle load survey sites.
4. Data entry and validation of raw traffic data collected in the field.
5. Undertaking standard maintenance of traffic equipment.
6. Assigning of personnel on a fulltime basis to NRTSP, two traffic engineers and one encoder with desktop computer.
7. Providing service vehicle (should be on a hire basis) on full time basis to NRTSP.

The **District Engineering Offices** concerned shall be responsible for the following:

1. Assisting the Planning Service in setting up and scheduling the automated classified traffic counts and axle load surveys, including reviews of the survey plans.
2. Conduct of the manual classified traffic counts.
3. Data entry and validation of raw traffic data collected in the field.
4. Assigning of personnel on a fulltime basis to NRTSP, one traffic engineer, and one encoder with desktop computer and on a part time basis of one traffic engineer and one encoder with two desktop computers.

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


FLORANTE SORIQUEZ
Acting Secretary

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