



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

097.13 DPWH  
04.06.2020

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DEPARTMENT ORDER )  
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NO. 32 )  
 )  
Series of 2020 *file 04.06.2020*

**SUBJECT: System for Identification and  
Prioritization of Projects  
under the Special Road Fund  
(also known as MVUC Fund)**

Under Section 1 of R.A. No. 11239, all monies collected under the Motor Vehicle User's Charge (MVUC) Fund shall be remitted to the National Treasury under a special account in the General Fund to be earmarked solely for the specific purpose stated under the said law, viz: construction, upgrading, repair, and rehabilitation of roads, bridges, and road drainage. This is in line with Section 29(3), Article VI of the Constitution which states that "all money collected on any tax levied for a special purpose shall be treated as a special fund and paid out for such purpose only." Hence, revenue collected under the MVUC Fund shall be treated as a special fund devoted or to be used exclusively for the special purpose for which it was imposed.

Pursuant to Section 7 of R.A. No. 11239 and Section 3 of its IRR, disposition of the MVUC or Special Road Fund is embedded within the process of DPWH, and the evaluation and vetting procedure necessary for the identification and prioritization of projects therefor shall correspondingly be formulated and implemented by the DPWH.

In this regard, a system for the proper identification and prioritization of projects is essential in order to facilitate the evaluation of the projects to be funded and implemented through the Special Road Fund. The following guidelines for the evaluation system are set and prescribed, consistent with existing laws and management policies of the Department:

1. The Regional Office (RO) shall identify projects due for road safety/lighting/upgrading, repair/rehabilitation, and construction and prepare a program of work or list of project requests based on the Bureau of Quality and Safety (BQS) reports on the Blackspot and Critical Intersection Program, Mass Action Road Safety Treatment Program, and Corridor Safety Improvement Program; and other studies/standards prepared and issued by the Department. The RO shall also prepare the following documentary requirements in support of its identified program/list of project requests:
  - Project Profile, including the description, location, identification of specific implementing office (IO), scope of work, and estimated cost per project component
  - Certification that the proposed project is not covered by any other funding source, can be implemented within the validity of the appropriation, and consistent and aligned with the Department's mandate and priorities for the fiscal year

The RO shall thereafter endorse said program/list of project requests, together with the aforementioned documentary requirements, to the Office of the Secretary (OSEC).

Project request/s shall always originate from the RO, regardless of the source of such request/s.

2. The OSEC shall ascertain compliance of the project requests with the law, its IRR, and this Department Order. It shall then determine if the projects included therein are for road safety/lighting/upgrading, repair/rehabilitation, or construction of new roads, bridges, and road drainage structures. OSEC shall endorse project requests for road safety/lighting/upgrading to the BQS, those for repair/rehabilitation to the Bureau of Maintenance (BOM), and those for construction to the Bureau of Construction (BOC).
3. BQS shall receive the program of work or list of project requests forwarded to it by the OSEC. It shall then proceed to evaluate whether the same are qualified as road safety/lighting/upgrading projects and whether it conforms to the Detailed Unit Price Analysis (DUPA). Geotagged photographs are also required in the assessment of these projects in order to ensure a transparent and accurate reporting of the same. BOM and BOC shall respectively perform the same procedure with respect to the program of work or list of project requests correspondingly forwarded to it by the OSEC.
4. BOM shall also receive the program of work or list of project requests forwarded to it by the OSEC. It shall then proceed to evaluate whether the same are qualified as repair/rehabilitation projects and whether it conforms to the Detailed Unit Price Analysis (DUPA). Geotagged photographs are also required in the assessment of these projects in order to ensure a transparent and accurate reporting of the same.
5. In case of proposed construction projects, BOC shall receive the program of work or list of project requests forwarded to it by the OSEC. It shall then proceed to evaluate whether the same are qualified as construction projects and whether it conforms to the Detailed Unit Price Analysis (DUPA). Geotagged photographs are also required in the assessment of these projects in order to ensure a transparent and accurate reporting of the same. BOC shall thereafter endorse its programs or list of duly evaluated projects to the Road Program Office (RPO) under the Office of the Undersecretary for Planning and PPP, to ensure that the projects due for construction do not constitute duplication/overlapping. The RPO shall assess and verify that the projects under the list submitted by BOC are prioritized under the updated Highway Development and Management 4 (HDM-4) list and are not duplicated under the Road Bridge Inventory Analysis (RBIA). The RPO shall also require the following supporting documents to be attached together with the project requests for construction submitted to it:
  - Detailed Plans
  - Program of Work (POW)



- Detailed Unit Price Analysis (DUPA)
- Implementation Schedule (Bar Chart)
- Canvass of Materials
- Computation of Hauling Analysis (if needed)
- E-file connecting DUPA to POW
- Geotagged Pictures of the proposed road
- Certifications from the DEO/RO that the proposed project is not covered by any other funding source, does not overlap with projects identified under the HDM-4, and has no Right-of-Way problem
- Memorandum of Agreement (MOA) between the Local Government Unit (LGU) and the Implementing Office (IO), with supporting documents in the form of Sangguniang Bayan Resolution, that the LGU will shoulder the Operation and Maintenance related expenses of the structure for the proposed project

The final list of identified, prioritized projects for construction shall be forwarded by RPO to the OSEC.

As for BQS and BOM, they shall endorse their respective lists of duly evaluated projects to the OSEC.

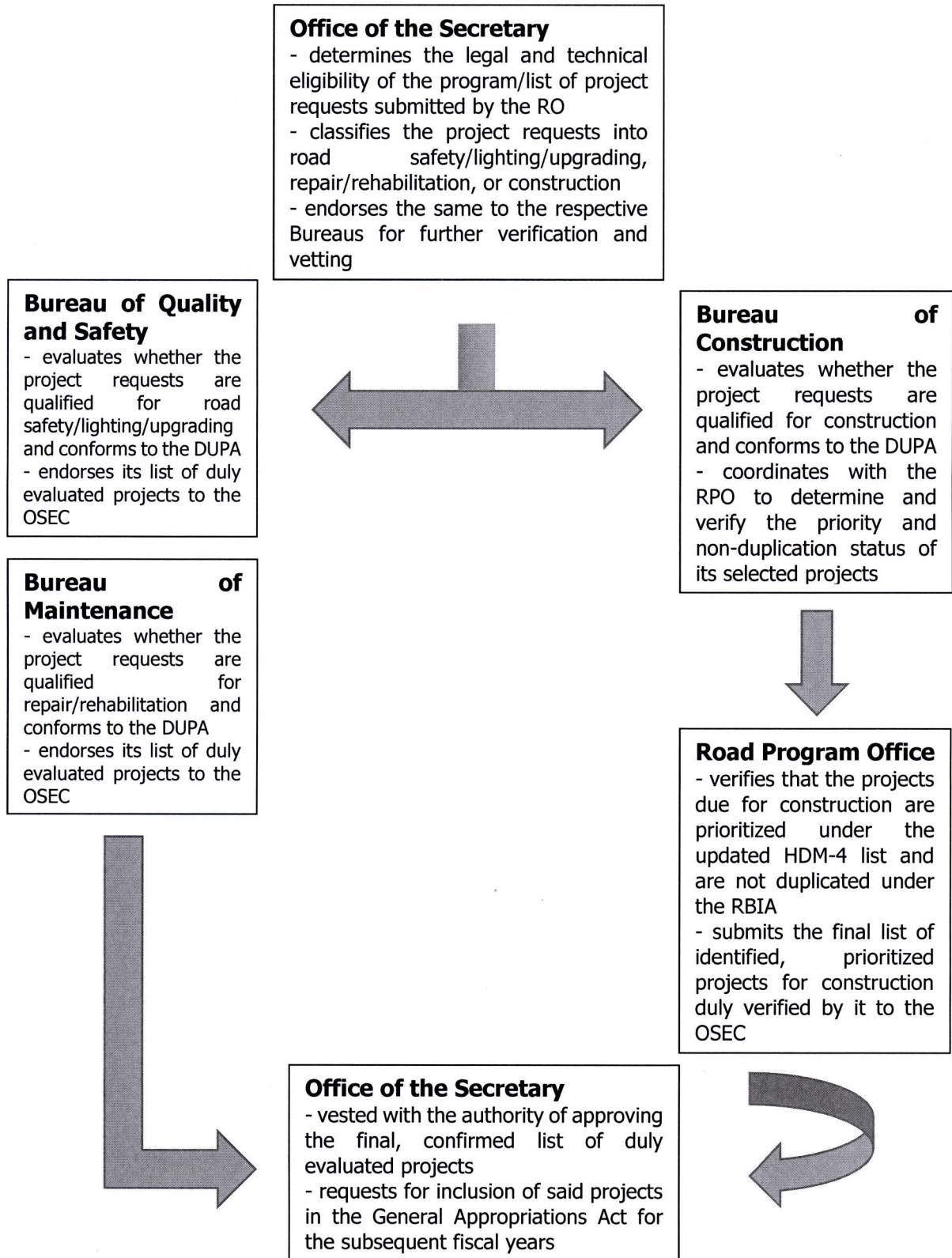
6. OSEC shall approve the final lists submitted to it and request for inclusion of the same in the General Appropriations Act (GAA) for the subsequent fiscal years.

For successful implementation and usage of the system, the following Bureau/Service/Office are responsible in overseeing its implementation:

**Regional Office**

- prepares a POW/list of project requests due for road safety/lighting/upgrading, repair/rehabilitation, and construction based on BQS reports and other studies/standards prepared and issued by the Department
- endorses the program/list of project requests, together with supporting documents, to the OSEC





This Order shall take effect immediately.

  
**MARK A. VILLAR**  
Secretary

