



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
CENTRAL OFFICE
Manila

097.13 DPWH
A 6.17.2020

MAY 15 2020

DEPARTMENT ORDER)

SUBJECT: **Standard Project Logbook Format**

NO. 50)

Series of 2020 A 4/17/2020)

In order to ensure the uniformity of format during Project Implementation for monitoring and updating of day-to-day activities in the project site, this **Standard Project (Construction & Materials) Logbook Format** applicable for locally funded and foreign assisted projects is hereby issued to be utilized by all Implementing Offices of the Department.

The issuance of the standard project logbook aims to establish consistency in the format and improve the Department's means of accomplishing the required project documents.

This standard template can be downloaded from the DPWH Intranet (<http://dpwhnet>) under Construction Forms, and is advised to be printed in 50 or 100 pages, hardbound for each project.

This Order shall take effect immediately.

MARK A. VILLAR

Secretary

Department of Public Works and Highways
Office of the Secretary



WIN0W02153

6.1.3 RCN/ECG/EAA

COVER PAGE (HARDBOUND - *royal blue*)



CONSTRUCTION LOGBOOK

Font : Times New Roman
Font Size : 16
Font Style : **Bold, Italic**

Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS HIGHWAYS
(IMPLEMENTING OFFICE)
(Office Address)



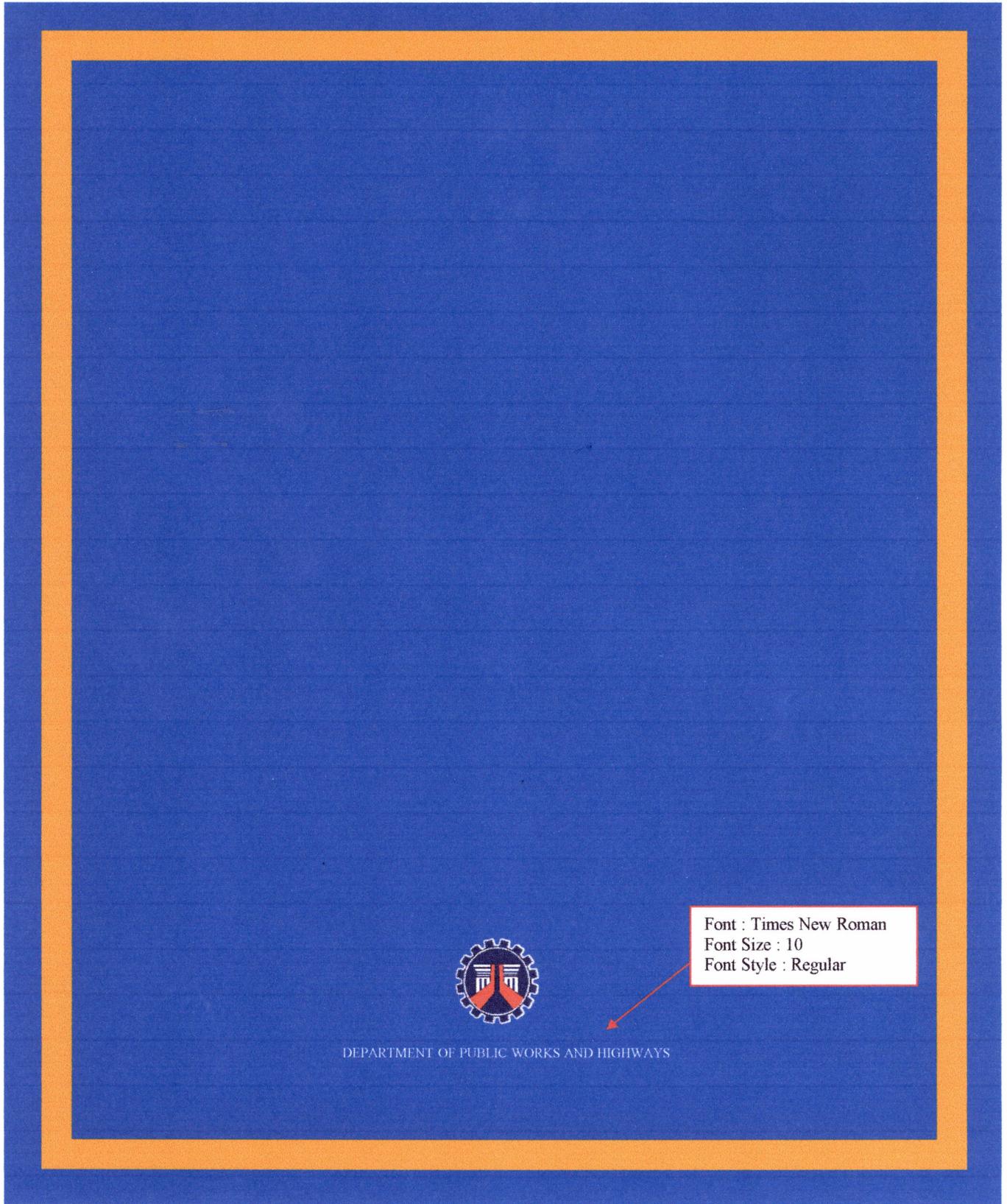
CONSTRUCTION
LOGBOOK

Font : Times New Roman
Font Size : 36
Font Style : **Bold**

Side View

Front View

BACK PAGE (HARDBOUND - *royal blue*)



Rear View



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
(IMPLEMENTING OFFICE)
(Office Address)

PROJECT PROFILE

Implementing Office : **DPWH -** _____
Contract ID : _____
Project Name & Address : _____

A. PROJECT DESCRIPTION

Station Limits : _____
Scope/Description of Works : _____

B. CONTRACT DATA

Province : _____
Region : _____
Project Category : _____
Source of Fund : _____
(Locally Funded/Foreign Assisted)
Contractor : _____
Consultant : _____
Original Contract Amount : _____
Revised Contract Amount due to Approved : _____
VO # _____ : _____
VO # _____ : _____
VO # _____ : _____

Start Date : _____
Original Contract Duration : _____
Revised Contract Duration due to Approved : _____
TE # ____ / VO # ____ : _____
TE # ____ / VO # ____ : _____
TE # ____ / VO # ____ : _____

Original Completion Date : _____
Revised Completion Date due to Approved : _____
TE # ____ / VO # ____ : _____
TE # ____ / VO # ____ : _____
TE # ____ / VO # ____ : _____

REMARKS :

DPWH PERSONNEL ON-SITE :

NAME	TIME-IN	TIME-OUT	SIGNATURE
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CONSULTANT'S PERSONNEL ON-SITE :

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VISITORS ON-SITE :

<hr/>	<hr/>

Prepared by:

Site Engineer /Site Inspector /
Project Inspector (DPWH/Consultant)

Concurred by:

Project Engineer (Contractor)

Noted by:

Project Engineer (DPWH)

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MATERIALS LOGBOOK

Font : Times New Roman
Font Size : 16
Font Style : **Bold, Italic**

Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS HIGHWAYS
(IMPLEMENTING OFFICE)
(Office Address)



MATERIALS
LOGBOOK

Font : Times New Roman
Font Size : 36
Font Style : **Bold**

Side View

Front View

BACK PAGE (HARDBOUND - *royal blue*)



DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS

Font : Times New Roman
Font Size : 10
Font Style : Regular

Rear View



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
(IMPLEMENTING OFFICE)
(Office Address)

PROJECT PROFILE

Implementing Office : **DPWH - _____**
Contract ID : _____
Project Name & Address : _____

A. PROJECT DESCRIPTION

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TE # ____ / VO # ____ : _____
TE # ____ / VO # ____ : _____
