

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

Further, to assure that the geotagging application works efficiently, the following Offices shall perform the following tasks:

<b>Accountability</b>	<b>Tasks/Activities</b>
Planning Service (PS) and Bureau of Construction (BOC)	<ul style="list-style-type: none"> <li>• Coordinate with the Information Management Service (IMS) on the constant updating of the geotagging procedure and processes, rules and standards; and,</li> <li>• Ensure the utilization of the Infratrack Application (IA) and that the necessary training is provided to end-users.</li> </ul>
Information Management Service (IMS)	<ul style="list-style-type: none"> <li>• Maintain the accessibility of the geotagged photographs in the DPWH website to all authorized users; and</li> <li>• Maintain back-up copies of the geotagged photographs.</li> </ul>
Development Planning Division (DPD), Programming Division (PD), Statistics Division (SD), all under Planning Service (PS), and UPMO	<ul style="list-style-type: none"> <li>• Review and ensure the integrity of the geotagged photographs taken at the Project Stage 1.</li> </ul>
Project Engineer (PE) of the Implementing Office (IO)	<ul style="list-style-type: none"> <li>• Review the integrity of the geotagged photographs taken at the Project Stages 2, 3, and 4.</li> </ul>
Head of the Implementing Office	<ul style="list-style-type: none"> <li>• Monitor compliance by all concerned personnel on the geotagging of civil works projects.</li> </ul>

The schedule for compliance on all stages is as follows:

<b>Schedule</b>	<b>Activity</b>
Effective Immediately	<ul style="list-style-type: none"> <li>• Geotagged Mobilization, Monthly Progress, and Completion Photos of all regular infrastructure Civil Works project components regardless of cost, infrastructure type, or fund source should be carried out during the month of the activity specified.</li> </ul>
FY 2021/ succeeding Regional Budget Proposal (RBP) and UPMO Budget Proposal (UBP)	<ul style="list-style-type: none"> <li>• Geotagged "Before" photos of all regular infrastructure Civil Works project components being proposed for funding <b>regardless of cost.</b></li> </ul>

This Order shall supersede Department Order No. 16, series of 2018 and take effect immediately.



**MARK A. VILLAR**  
Secretary

11.1.1 EBM/ETC/MNP

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