



07 MAY 2018

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

097.12024
05.08.2018

SPECIAL ORDER

57

NO.

Series of 2018

**SUBJECT: Reconstitution of the BIIP
Team for Human Resource
(HR) Process Improvements**

In line with the Department's reform efforts in improving the Human Resource processes, the Business Improvement Implementation Project (BIIP) Team is hereby reconstituted with the following members:

Chairman : Director MICHAEL S. VILLAFRANCA HRAS

Vice-Chairman : Director MA. NIEVA S. DE LA PAZ IMS

Members

Director MARICHU A. PALAFOX
ZALDY F. FALEJO
MARIO L. TEMPLO
RHAF B. CAWALING
VANESSA G. VILLANUEVA
EDUARDO M. DIMACULANGAN, JR.
MARY JEAN H. SAN PEDRO
RAUL T. CRUZ
SHIELA M. ZARSUELO
MICHELLE R. CRUZ
MUHAYMIN P. MACADATO
GRACE D. LOPEZ
AUREALITA N. CABRERA

Finance Service
Human Resource and Administrative Service
Human Resource and Administrative Service
Information Management Service
Human Resource and Administrative Service
Human Resource and Administrative Service
Human Resource and Administrative Service
Human Resource and Administrative Service
Finance Service
Human Resource and Administrative Service
Information Management Service
Region IV-B
South Manila DEO

The responsibilities of the BIIP Team are to:

1. Ensure that the HR Improvements are directed towards the Department's objectives and goals;
2. Assist in ensuring that the needs of all DPWH Offices are considered in the HR process improvements;
3. Actively participate in workshops to identify issues and develop solutions related to the HR process improvements;
4. Assume overall responsibility for the adoption and institutionalization of the related improvements;
5. Assist in communicating implementation plans and progress to Department staff;
6. Act as the Department's change agents to all Department staff on the new HR process improvements;
7. Encourage the acquisition of knowledge and skills by DPWH personnel;
8. Other duties as assigned.

This order supersedes Special Order No. 23, Series of 2016 and takes effect immediately.

MARK A. VILLAR
Secretary

Department of Public Works and Highways
Office of the Secretary



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