



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

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**SPECIAL ORDER** )

NO. **192** )

Series of 2021

08/11/2021

**SUBJECT: CREATION OF A TECHNICAL  
WORKING GROUP (TWG) AND ITS  
SECRETARIAT FOR THE  
PREPARATION OF THE DPWH  
DEVOLUTION TRANSITION PLAN  
(DTP)**

In compliance with Executive Order (E.O.) No. 138 series of 2021 and its Implementing Rules and Regulations (IRR) mandating the "*full devolution of certain functions of the executive branch to local governments, creation of a committee on devolution, and for other purposes*", a Technical Working Group (TWG) composed of the following is hereby created:

Undersecretary for Information Management, Planning and PPP Services	- Chairperson and DPWH Primary Focal Person
Assistant Secretary for Legal Services and Special Concerns	- Vice Chairperson
Assistant Secretary for Regional Operations in Visayas, NCR, and Region IV-B	- Co-Vice Chairperson
Director, Bureau of Construction	- Member
Director, Bureau of Design	- Member
Director, Bureau of Quality and Safety	- Member
Director, Human Resource and Administrative Service	- Member
Director, Procurement Service	- Member
Director, Stakeholders Relations Service	- Member

The TWG will be headed by the Undersecretary for Information Management, Planning and PPP Services who will also act as the DPWH Focal Person, primarily in charge in the coordination and consultation with other agencies and Local Government Units (LGUs) to ensure consistency among the Department, other agencies and local government's transition plans. The chairperson will also participate in the information drive and ensure the integration of the Overall Committee on Devolution (ComDev) key messaging and communications plan to the Department's communication efforts.

The TWG is designated to facilitate the preparation of the DPWH Devolution Transition Plan (DTP) pursuant to E.O. No. 138 which directs the full devolution of certain functions of National Government Agencies to the Local Government Units starting FY 2022, in keeping with the provisions of Republic Act No. 7160 or the "Local Government Code of 1991".

The members of the TWG shall provide all possible administrative and technical guidance as well as access to relevant resources, data, and/or information to ensure the efficient and timely preparation of the agency's DTP. The TWG shall closely collaborate and convene on a regularly scheduled basis during the course of the DTP preparation. The specific responsibilities of each TWG member are defined in Annex A of this Special Order.

The TWG may also engage other DPWH Official or staff as necessary, to assist and/or provide input in the preparation of the said plan to ensure timely submission of the same.

Further, in compliance to Section 9 of the IRR of E.O. 138 series of 2021, all Regional Directors shall hereby represent the DPWH in the creation of the Regional Sub-Committees. As such, the designated Regional PGS Coordinators, as established in Special Order 103 series of 2020, unless otherwise superseded, shall act as Secretariat to the Regional Director in any DTP undertakings.

Furthermore, a Secretariat is hereby created to provide assistance in the arrangement and process of future meetings and workshops, through communication and correspondence. The Secretariat will also assist the TWG in the documentation of the discussion and agreements and in the preparation of the necessary reports and plans. The Secretariat shall be composed of the following:

<b>Head:</b>	Director Constante A. Llanes, Jr.	Planning Service
<b>Members:</b>	Engr. Pelita V. Galvez	Public-Private Partnership Service
	Engr. Nenita R. Jimenez	Planning Service
	Engr. Mary Jane S. Castillo	Planning Service
	Engr. Jay M. Atento	Planning Service
	Engr. Jumar G. Tablando	Corporate Planning and Management Division, OSEC
	Mr. Ricardo P. Estrera	Human Resource and Administrative Service

This Order shall take effect immediately.



**MARK A. VILLAR**  
Secretary

Encl: Annex A: Specific Responsibilities of the DPWH-DTP TWG and Secretariat

3.1 PVG/MCEC

Department of Public Works and Highways  
Office of the Secretary



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## ANNEX A

### Specific Responsibilities of the DPWH-DTP TWG and Secretariat

Member	Responsibilities
Chairperson and DPWH Primary Focal Person	<ul style="list-style-type: none"> <li>a. Represent the DPWH in all undertakings that may be instructed by the Committee on Devolution (ComDev) as espoused in section 6 of the IRR of E.O. 138 series of 2021;</li> <li>b. Oversee and monitor the implementation of DPWH-DTP consistent with E.O. 138 series of 2021;</li> <li>c. Resolve issues and concerns that may arise in the implementation of E.O. 138 series of 2021 and its IRR;</li> <li>d. Lead in the development of a strong communications plan and pursue strategies to effectively inform the Department, as well as other stakeholders, on the delineation of the functions between the DPWH and the LGUs, and their respective accountabilities;</li> </ul>
Vice Chairperson and Co-Vice Chairperson	<ul style="list-style-type: none"> <li>a. Assist the Chairperson and DPWH Primary Focal Person in the fulfillment of the Technical Working Groups (TWG)s deliverables</li> <li>b. Evaluate the status and monitor the implementation of the DPWH-DTP and ensure compliance of the TWG members in the agreed upon deliverables and timelines;</li> <li>c. Provide administrative, legal and technical recommendations to the Chairperson on issues and concerns that need to be resolved; and</li> <li>d. Perform other functions as may be necessary in the efficient and effective implementation of the DPWH-DTP.</li> </ul>
Director, Bureau of Construction	<ul style="list-style-type: none"> <li>a. Determine the issues and concerns, challenges, and information gaps pertaining to construction, and elevate to the DPWH-DTP TWG together with their recommendations, those that require action at the Department level;</li> <li>b. Identify and establish inventory of standards for the delivery of devolved services pertaining to the creation of Program of Work (POW), Detailed Estimates, Contract Management and Project Monitoring, and quality of the services to be delivered;</li> <li>c. Craft strategy for and phasing of Capacity Development Requirements pertaining to construction processes that may be involved in the DPWH-DTP; and</li> <li>d. Perform other functions as may be necessary in the efficient and effective implementation of the DPWH-DTP.</li> </ul>

Director, Bureau of Design	<ul style="list-style-type: none"> <li>a. Determine the issues and concerns, challenges, and information gaps pertaining to design, and elevate to the DPWH-DTP TWG together with their recommendations, those that require action at the Department level;</li> <li>b. Identify and establish inventory of standards for the delivery of devolved services pertaining to the creation of design standards and plan preparation, and quality of the services to be delivered;</li> <li>c. Craft strategy for and phasing of Capacity Development Requirements pertaining to design processes that may be involved in the DPWH-DTP; and</li> <li>d. Perform other functions as may be necessary in the efficient and effective implementation of the DPWH-DTP.</li> </ul>
Director, Bureau of Quality and Safety	<ul style="list-style-type: none"> <li>a. Determine the issues and concerns, challenges, and information gaps pertaining to quality and safety, and elevate to the DPWH-DTP TWG together with their recommendations, those that require action at the Department level;</li> <li>b. Identify and establish inventory of standards for the delivery of devolved services pertaining to quality and safety of the services to be delivered;</li> <li>c. Craft strategy for and phasing of Capacity Development Requirements pertaining to quality assurance and construction safety processes that may be involved in the DPWH-DTP; and</li> <li>d. Perform other functions as may be necessary in the efficient and effective implementation of the DPWH-DTP.</li> </ul>
Director, Human Resource and Administrative Service	<ul style="list-style-type: none"> <li>a. Consolidate and harmonize the Capacity Development Requirements of the DPWH-DTP and implement the training deliverables on schedule;</li> <li>b. Establish pre- and post- training evaluation mechanisms and minimum competency requirements to determine readiness of the Regional Offices and DEOs to capacitate LGUs;</li> <li>c. Prepare and implement capacity building program for the Regional Offices and DEOs particularly on areas identified in the training need assessment to ensure their readiness to capacitate LGUs;</li> <li>d. Perform other functions as may be necessary in the efficient and effective implementation of the DPWH-DTP.</li> </ul>
Director, Procurement Service	<ul style="list-style-type: none"> <li>a. Determine the issues and concerns, challenges, and information gaps pertaining to public procurement, and elevate to the DPWH-DTP TWG together with their recommendations, those that require action at the Department level;</li> <li>b. Identify and establish inventory of standards for the delivery of devolved services pertaining to public procurement;</li> <li>c. Craft strategy for and phasing of Capacity Development Requirements pertaining to procurement guidelines that may be involved in the DPWH-DTP; and</li> </ul>

	<ul style="list-style-type: none"> <li>d. Perform other functions as may be necessary in the efficient and effective implementation of the DPWH-DTP.</li> </ul>
Director, Planning Service	<ul style="list-style-type: none"> <li>a. Determine the issues and concerns, challenges, and information gaps pertaining to planning process, and elevate to the DPWH-DTP TWG together with their recommendations, those that require action at the Department level;</li> <li>b. Identify and establish inventory of standards for the delivery of devolved services pertaining to planning process;</li> <li>c. Craft strategy for and phasing of Capacity Development Requirements pertaining to planning process that may be involved in the DPWH-DTP; and</li> <li>d. Perform other functions as may be necessary in the efficient and effective implementation of the DPWH-DTP.</li> </ul>
Director, Stakeholders Relations Service	<ul style="list-style-type: none"> <li>a. Coordinate with the DPWH-DTP Chairperson on the effective dissemination of the IEC materials to the target audience;</li> <li>b. Ensure that the DPWH-DTP communications strategy is aligned with the national communications strategy;</li> <li>c. Craft strategy for and phasing of Capacity Development Requirements on handling complaints and feedbacks through Citizen/Client Satisfaction Surveys that may be involved in the DPWH-DTP; and</li> <li>d. Perform other functions as may be necessary in the efficient and effective implementation of the DPWH-DTP.</li> </ul>
Secretariat	<ul style="list-style-type: none"> <li>a. Monitor and consolidate the reports on the activities and accomplishments of the DPWH-DTP TWG;</li> <li>b. Maintain the documents and records of the DPWH-DTP, furnish copies thereof to the TWG members in a timely manner, to serve as guide in decision making; and</li> <li>c. Perform such other tasks as may be directed by the DPWH-DTP Chairperson.</li> </ul>