



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

097.7 DPWH
07.02.2022

July 1, 2022

DEPARTMENT MEMORANDUM

CIRCULAR NO. 36
Series of 2022 07/02/22

FOR / TO: Undersecretaries
Assistant Secretaries
Service Directors
Bureau Directors
Regional Directors
Head of UPMOs
District Engineers
This Department

For information and guidance, attached is certified copy of Memorandum Circular No. 02 dated June 30, 2022, entitled: "**MANDATING STRICT COMPLIANCE WITH THE REQUIREMENT OF A STRENGTHENED COMPLETE STAFF WORK FOR THE PROCESSING AND EVALUATION OF REQUESTS FOR PRESIDENTIAL ISSUANCES, AUTHORIZATIONS AND OTHER APPROVALS**".

A copy of the said Resolution may also be downloaded from the DPWH Website: <http://dpwhweb>. If an office cannot access the DPWH website, a hard copy may be obtained from the Records Management Division, HRAS, upon request.

For dissemination to all concerned.

MARICHU A. PALAFOX, CESO II
Assistant Secretary for Support Services

Encl: Memorandum Circular No. 2, dated June 30, 2022

cc: Office of the Secretary

10.1.4 JSC/CDP/VGV/MSV

**Office of the President
of the Philippines
Malacañang**

MEMORANDUM CIRCULAR NO. 2

**MANDATING STRICT COMPLIANCE WITH THE REQUIREMENT OF
A STRENGTHENED COMPLETE STAFF WORK FOR THE
PROCESSING AND EVALUATION OF REQUESTS FOR
PRESIDENTIAL ISSUANCES, AUTHORIZATIONS AND OTHER
APPROVALS**

In the exigency of the service, strict compliance with the strengthened standards of Complete Staff Work (CSW) as prescribed in Memorandum Circular (MC) No. 72 dated 15 November 2019 is hereby mandated. The CSW is to be undertaken for the processing and evaluation of requests for Presidential issuances, authorizations and other approvals, to ensure compliance with such form and substance as will enable the Office of the President to adequately assess and indicate approval or disapproval thereof.

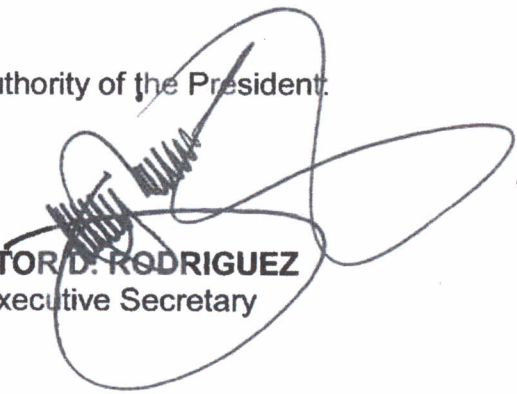
Any such request that fails to comply with the strengthened CSW requirements and standards under MC No. 72 shall be received without action or returned to the proponent.

For strict compliance.

This Memorandum Circular shall take effect immediately.

Done in the City of Manila, this 30th day of June 2022.

By authority of the President.


VICTOR D. RODRIGUEZ
Executive Secretary

