



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
OFFICE OF THE SECRETARY
MANILA

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22 December 1995

DEPARTMENT ORDER

NO. 228)
Series of 1995 *mem*
12/29/95

SUBJECT: Creation of a Special Team to Monitor and Respond to Newspaper Items or Commentaries Concerning Operations or Activities Being Undertaken by the Department Pursuant to Memorandum Circular No. 139.

Pursuant to Memorandum Circular No. 139 dated December 21, 1995, a Special Team that should be here by 7:00 o'clock every morning, is hereby created in the DPWH Central Office to monitor and respond to newspaper items or commentaries concerning operations or activities undertaken by the Department.

The Special Team shall be composed of the following:

Ms. GUIA BORCES-ORO	- Chairman
Ms. ELIZABETH PILORIN	- Vice-Chairman
Ms. ISABELITA VELASQUEZ	- Member
Mr. APOLINAR JAVALUYAS	- Member
Mr. ROMMEL VILLARBA	- Member

The Chairman or the Vice-Chairman shall see to it that a one-page report is submitted to the Secretary not later than 7:30 A.M., the same day that the news items or commentaries appear in the newspaper. The report shall contain the press clippings and the response to the issue(s) raised as well as the action(s) taken.

The Chairman or Vice-Chairman may call upon any official or personnel to participate and cooperate in the monitoring activities as well as respond to the issue(s) raised and action(s) taken.

To facilitate the monitoring and response to newspaper items or commentaries, the Chairman or Vice-Chairman shall be assisted by the members of the Special Team who shall have the following duties and responsibilities:

1. Ms. Isabelita C. Velasquez, Acting Chief Librarian, shall see to it that all newspapers for the Department should be delivered and distributed as early as 6:00 A.M., particularly to the Office of the Secretary and the DPWH Action Center-Public Information Division;

2. Engr. Rommel Villarba, Chief, Comcen, shall be responsible for receiving from, and relaying to, officials concerned, either thru telephone/radio/fax, vital information and action(s) taken on matters relating to the operations and activities of the Department as reported in the newspapers. Said information shall be referred to the Chairman/Vice-Chairman of the Special Team who shall prepare/submit a report to the Secretary for review, not later than 7:30 A.M.,; and
3. Mr. Apolinar Javaluyas, Chief, Records Division, shall be responsible for the reproduction of all documents needed in the submission of reports as well as the dispatch of the report of the Secretary to the Office of the President, copy furnished the Executive Secretary, not later than 8:00 A.M.

All Undersecretaries, Assistant Secretaries, Bureau Directors, Regional Directors, Project Directors and Service Directors or their designated Action Officers shall make themselves available or on-call as early as 7:00 A.M. to act on the issue(s) raised/action(s) taken. A copy of the designation of their respective Action Officers with their telephone (office or residence)/cellular/beeper/fax numbers shall be furnished the Chairman of the Special Team to facilitate coordination.

This Office Order shall take effect immediately.


GREGORIO R. MIGILAR
Secretary