097.12 DPWH
03-04-2020

Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS & HIGHWAYS
OFFICE OF THE SECRETARY
Bonifacio Drive, Port Area, Manila

MAR 0 2 2020

SPECIAL ORDER NO. 18 Series of 2020 03.04.2020

SUBJECT: Reconstitution of the Document Tracking System (DoTS) Evaluation Committee (EC)

In line with the implementation of the Document Tracking System, the DoTS Evaluation Committee is hereby reconstituted as follows:

Chairperson	:	Assistant Secretary **MARICHU A. PALAFOX**
Vice-Chairman	:	Assistant Secretary **MEL JOHN I. VERZOSA**
Members	:	Director **CONSTANTE A. LLANES, Jr.**
		Director **ARISTARCO M. DOROY**
		Director **MEDMIER G. MALIG**
		Director **MA. NIEVA S. DELA PAZ**
		Director **RODIL L. MILLADO**
		Director **GENEVIEVE E. CUARESMA**
		Director **ALEX G. BOTE**

The DoTS EC shall be responsible for the following:

1. Analyze the processing of documents being tracked in order to identify the processing units where there are delays;
2. Evaluate the reason(s) and/or explanation(s) as submitted by the implementing and processing offices regarding reported delays;
3. Recommend appropriate sanction(s) based on existing rules and regulations; and
4. Identify other documents, including attachments/supporting documents that are affecting project implementation.

A Technical Working Group (TWG) to assist the DoTS EC in carrying out its functions is hereby created and shall be composed of the following:

Head	:	Ms. **MELISSA T. ESPINA**
Members	:	Engr. **TERESITA C. AQUINDE**
		Engr. **MADELYN B. LOYOLA**
		Engr. **JOSELITO MA. T. JACALNE**
		Ms. **MARY JANE N. PANTOJA**
		Atty. **JEFFREY S. CAWALING**
		Atty. **KEN EDWARD S. STA. RITA**

This Order supersedes Special Order No. 100 series of 2015 and shall take effect immediately.

MARK A. VILLAR
Secretary
11.1.1 JPP/MNP

Department of Public Works and Highways
Office of the Secretary
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