



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

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02.11.2021 DPWH
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SPECIAL ORDER)

NO. 98)

Series of 2021) 02.11.2021

SUBJECT: Reconstitution of the Budget and Treasury Management System (BTMS) Implementation Team and Support Teams

In the interest of the service and to revitalize the ongoing implementation of the Department of Budget and Management's (DBM) BTMS pursuant to COA-DBM-DOF Joint Resolution No. 03-2016, and DBM Circular Letter 2019-4 dated January 14, 2019 providing guidelines on the adoption and use of BTMS for Budget Utilization, the BTMS Project Implementation Team and Support Teams in the DPWH Central Office are hereby reconstituted:

I - BTMS Project Implementation Team

Team Leader: OIC-Director GENEVIEVE E. CUARESMA

FS

Members:

Director MICHAEL S. VILAFRANCA

HRAS

OIC-Director MA. VICTORIA S. GREGORIO

PrS

RHALF B. CAWALING

IMS

The Project Implementation Team shall perform the following:

1. Submit recommendations on legal, policy and strategic matters to the steering committee;
2. Actively coordinate with DBM-BTMS PMO to achieve the overall objectives of and execute the agreed Project Plan;
3. Authorizes approvals and sign-offs on all deliverables;
4. Manage the activities of the sub-teams.

II - Change Management Team:

Team Leader: MARY ANTOINETTE Z. PUNO – Department Chief Accountant

FS

Members:

MARILOU D. ALFANTA - Chief, Budget Division

FS

MELLISA T. ESPINA – Chief, LFP and FAP Section, Accounting Division

FS

REYMARK B. ANDALLON – Accountant IV

FS

MARIO L. TEMPLO - Chief, Cash Division

HRAS

MYRNA R. DE JESUS- Chief, Supply and Property Mgt. Division

HRAS

MARIANO N. CARBONELL- OIC Chief, Civil Works Division

PrS

LILIBETH J. FAJARDO – OIC Chief, Goods and Services Division

PrS

MARY GRACE N. OBJA-AN - Chief, Consultancy Services Division

PrS

MARY JANE N. PANTOJA - Chief, Business Innovation Division

IMS

GEMMALENE M. EGAÑA – Acting Asst. Division Chief, Capacity Dev. Division

HRAS

The Change Management Team shall support the BTMS Project Implementation Team and shall perform the following:

1. Support internal change management, capacity building and communication;
2. Participate in workshops and end user training;
3. Serves as first level of escalation for system issues and mediates between the end-users and central BTMS Helpdesk;
4. Actively works with the DBM-BTMS PMO to achieve the overall objectives of and execute the agreed Project Plan.

III - Data Management Security Team:

Team Leader: JOSEPH E. DAMASO - Chief, Database Management Section	IMS
Members:	
VINCENT J. MANANSALA - Information System Analyst III	IMS
DEXTER JAY C. DOMINGO - Information System Researcher III	IMS
MARK GIL D. TUAZON - Information System Researcher III	IMS
CHARISMA D. BOQUIREN – Accountant II	FS
APRIL ROSE J. LA TORRE - Accountant II	FS
CRISTY C. MANGUBAT - Budget Officer I	FS
RIZA GELLIE R. QUITON - Budget Officer I	FS

The Data Management Security Team shall perform the following:

1. Define and manage data and security access definition within the Department;
2. Manage the security tokens for agency users in coordination with the BTMS Team;
3. Lead the data collection, data cleansing and data migration for rollout and sustain data quality validation;
4. Conduct regular data quality check on correctness, consistency and manages data quality issues.

IV - Functional Team:

Team Leader: JESSICA J. CATIBAYAN - Accountant IV	Accounting - FS
Members:	
FARHA K. KARIM - Accountant III	Accounting - FS
GINA C. LO - Accountant III	Accounting - FS
MA. SHIELA M. ZARSUELO - Accountant III	Accounting – FS
ARMAND C. MAURICIO - Accountant II	Accounting - FS
DOROTHY S. DELIZO - Administrative Officer V	Budget - FS
MA. CIELITO L. TANQUINTIC - Administrative Officer V	Budget - FS
JULIETA C. DELA CRUZ - Administrative Officer V	Budget – FS
ALVIN D. PETILLA – Administrative Assistant II	Goods - PrS
GERARDO N. DELGADO- Supervising Administrative Officer	Cash - HRAS
JOHN KELVIN R. CRISTOBAL - Administrative Aide VI	Cash - HRAS
RAUL C. CRUZ - Administrative Officer V	Personnel - HRAS
MUHAYMIN P. MACADATO – Info. System Researcher III	Bus. Innovation - IMS
GAIL S. SALUDO - Computer Programmer III	Application Support - IMS

The Functional Team shall perform the following:

1. Work together with the DBM functional/business team on all functional issues and requirements for BTMS;
2. Ensure agency functional requirement satisfaction;
3. Support the data validation testing;
4. Carry out Level 2 support (functional) to Helpdesk;
5. Support the change management team in trouble shooting;
6. Work together with the Power Users Pool.

V- Power Users Pool:

Team Leader: AMALIA L. PETALLO- Accountant III

Accounting - FS

Members:

ARMAND C. MAURICIO - Accountant II	Accounting - FS
CRISTY C. MANGUBAT - Budget Officer I	Budget - FS
PAUL JOHN V. PEÑAFLORES - Administrative Aide VI	Budget - FS
MAY JANE P. ZHENG - Administrative Officer II	Civil Works - PrS
CAYE GLEANE S. CASTILLO - Administrative Officer II	Civil Works - PrS
ALDEN A. TONIO - Engineer II	Consultancy - PrS
JOYCE T. ARROYO - Engineer II	Consultancy - PrS
CARLVIN B. CORONIA - Engineer II	Goods - PrS
ALVIN D. PETILLA - Administrative Assistant II	Goods - PrS
MELANIA R. EMMANUEL - Administrative Officer III	Cash - HRAS
JOHN KELVIN R. CRISTOBAL - Administrative Aide VI	Cash - HRAS
JENNIFER A. DELGADO - Administrative Aide VI	Cash - HRAS
JOEL C. AMAR - Administrative Assistant II	SPMD - HRAS
MA. GLADYS L. DOMINGO - Administrative Officer IV	SPMD - HRAS
RAUL C. CRUZ - Administrative Officer V	Personnel - HRAS
ERNANI F. VILLEGAS - Administrative Officer II	Personnel - HRAS

The Power Users Pool shall perform the following:

1. Utilize the system
2. Supports the BTMS initiative by complying with the work program and escalating issues identified during the utilization of the system;
3. Conduct subsequent user training to the DPWH on the Implementation Rollout of BTMS;
4. Provide support and assistance to the DPWH on the Implementation Rollout of BTMS;
5. Provide support and assistance to all BTMS users in the DPWH on an on-going basis;
6. Serve as Application User Coordinator (AUC) of their respective Office/Bureau/Service;
7. Ensure that the policies and procedures on the utilization of the BTMS are applied consistently throughout the DPWH.

VI- e-Learning Team:

Team Leader: DEXTER JAY C. DOMINGO - Information System Researcher III

IMS

Members:

GEMMALENE M. EGAÑA - Acting Asst. Division Chief, Capacity Dev. Division	HRAS
ARMAND C. MAURICIO - Accountant II	FS
RAMIL V. MAGTURO - Administrative Officer IV	FS

The e-Learning Team:

1. Supports the Capacity Building activities of the BTMS on e-Learning initiatives;
2. Serve as focal point of the BTMS e-Learning program in the DPWH;
3. Provide support and assistance on the e-Learning activities of the DPWH;
4. Provide support and assistance on the Implementation Rollout of BTMS.

This order shall take effect immediately and supersedes Special Order No. 17, series of 2018.



MARK A. VILLAR
Secretary

8.1 nps/ALP/GEC/MAP

Department of Public Works and Highways
Office of the Secretary



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