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SPECIAL ORDER)
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NO. 259)
Series of 2024)

SUBJECT: Assignment of Business Data Stewards for Data Governance

11/28/2024

In line with Department Order No. 158, series of 2022, Implementation of a Data Governance Program, the following Business Data Stewards shall be responsible for ensuring the overall quality of data in the Department. They shall also provide the business knowledge of what data needs to be collected and stored, ensure applicable business rules are defined to ensure data quality and determine who should have access to which data. Some categories of data have both Primary and Secondary Business Data Stewards to ensure coordination and collaboration for data used across organizational boundaries.

Business Data Stewards

The data shall be categorized according to the Department's ten (10) Data Domains/Categories. It shall be managed and protected as a Department resource. It shall be named and defined consistently across the Department to be readily accessible to all, except where restrictions can be justified. And it shall not be maintained redundantly without justification.

Based on the ten (10) Data Domains/Categories, the following **Business Data Stewards** are hereby appointed accordingly in their respective offices/areas and/or as Application User Coordinators (AUC) for related computerized applications:

- 1. Organization:** This contains the subject entity representing the administrative and functional structure of the Department.

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| Primary Data Steward | - Engr. Jumar G. Tablando for the management of the Overall Performance Governance System (PGS) and Quality Management System (QMS) OIC, Corporate Planning and Management Division (CPMD), Office of the Secretary (OSEC) |
| | - Engr. Predesvinda M. Garcia for the creation/upgrade and/or renaming of District Engineering Offices (DEOs) OIC, Geographic Information Administration Section (GIAS), Statistics Division (SD), Planning Service (PS) |
| Secondary Data Steward | - Mr. Nhoel C. Resos Chief, Integrated Payroll and Personnel Information Section (IPPIS), Human Resource Management Division (HRMD), Human Resource Administrative Service (HRAS) |

- 2. Location:** This contains a view of entities representing real-world and mapped (geographical) positions and sites. This category is a generic type for point, line, and area features, including the Road Network (made up of points and lines). This includes the **Locational Referencing System (LRS)**, **Geographic Information System (GIS)**, **Inventory**, and **Condition** of Infrastructures.

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| Primary Data Steward | <ul style="list-style-type: none"> - Engr. Anna Carmina V. Lacsina for Roads Engineer III, Road and Bridge Information Administration Section (RBIAS), SD, PS - Engr. Justino Jaime T. Surot for Bridges Engineer III, Roads and Bridges Planning Section (RBPS), Development Planning Division (DPD), PS - Engr. Bryan T. Thelmo for Flood Control Engineer IV, Disaster Preparedness Section, Safety and Disaster Management Coordination Division (SDMCD), Bureau of Maintenance (BOM) |
| Secondary Data Steward | <ul style="list-style-type: none"> - Engr. Roviell S. de Guzman for Roads and Bridges Engineer III, Inspectorate Needs Section, Road Condition Monitoring and Evaluation Division (RCMED), BOM - Engr. Lorenz M. Atajar for Flood Control Engineer II, Flood Control Management Cluster (FCMC), Unified Project Management Office (UPMO) |

- 3. Plan:** This is a formulation and means to resolve a gap between an existing situation and needs for the future, as related to goals, objectives, and strategy. Also included are reference entities to indicate both specific needs and the degree of achievement of requirements.

• **Plan and Program (Multi-Year) Data:**

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| Primary Data Steward | <ul style="list-style-type: none"> - Engr. Nenita R. Jimenez Chief, Development Planning Division (DPD), PS Application User Coordinator (AUC), Multi-Year Planning and Scheduling (MYPS) Application |
| Secondary Data Steward | <ul style="list-style-type: none"> - Engr. Ma. Lynn Sachiko A. Baron Chief, Project Monitoring Division (PMD), Bureau of Construction (BOC) AUC, Project and Contract Management Application (PCMA) - Engr. Patrick G. Tolentino OIC, Report Analysis and Consolidation Section, PMD, BOC Alternate AUC, PCMA - Engr. Pastor G. Padre Jr. OIC, Public Buildings Inventory Section, National Building Services Division (NBSD), BOM - Engr. Juan Carlo B. Papa OIC, Other Infrastructure Planning Section, DPD, PS MYPS Coordinator - Engr. Rochelle Anne G. Valenzuela Engineer III, Engineering and Traffic Section (ETS), Project Preparation Division (PPD), PS - Engr. Lorenz M. Atajar for Flood Control |



Engineer II, FCMC, UPMO

- **Engr. Mark Gerson P. Baril**
Engineer III, Bridges Division, Bureau of Design (BOD)
- **Engr. Laurenze John G. Estrada**
Engineer III, Construction Schedule Management Section, Pre-Construction Division (PCD), BOC
- **Ms. Joana Marie P. Paule**
Administrative Officer V, Roads Management Cluster 1 (RMC1) Bilateral, UPMO

• **Socio-Economic Data:**

- Primary Data Steward - **Mr. Ivan Noel C. Delos Reyes**
Statistician III, Road Conversion and Statistics Section, SD, PS
- Secondary Data Steward - **Mr. Anna Maria S. Taberna**
Planning Officer IV, PPD, PS

• **Environment and Social:**

- Primary Data Steward - **Ms. Rosemarie B. del Rosario, DSD.**
Chief, Environmental and Social Safeguards Division (ESSD), PS
- Secondary Data Steward - **Engr. Erlynrose Mari S. Nazareno**
Engineer III, ESSD, PS

• **Traffic Data**

- Primary Data Steward - **Engr. Ferdinand C. Rosete**
Chief, Traffic Engineering Division (TED), Bureau of Quality and Safety (BQS)
- Secondary Data Steward - **Engr. Philip Z. Legaspi**
Engineer III, Engineering and Traffic Section (ETS), PPD, PS
- **Engr. Philip James C. Maluping**
OIC, Traffic Analysis Section, TED, BQS
AUC, Road Traffic Information Application (RTIA)

• **Road Crash Data**

- Primary Data Steward - **Engr. Dionisio R. Pascua, Jr.**
Chief, Policy and Program Section (PPS), Road Safety Program Division (RSPD), BQS

4. **Program:** This category is closely related to the Plan and includes the subject entity, which is an allocation and sequencing of solutions and resources. It also includes related entities for assessment and feasibility to define programs and projects. This includes **Annual Program and Project Data.**

- Primary Data Steward - **Engr. Nenita R. Jimenez**
Chief, DPD, PS
AUC, MYPs



- Secondary Data Steward
- **Engr. Peter Paul R. Cortez**
Chief, Programming Division (PD), PS
 - **Engr. Maximo Ewald M. Montaña II**
Chief, PPD, PS
 - **Ms. Yvette Kirsten R. Rivera**
Economist III, PPD, PS
 - **Engr. Pastor G. Padre Jr.**
OIC, Public Buildings Inventory Section, RCMED, BOM
 - **Engr. Ma. Lynn Sachiko A. Baron**
Chief, Project Monitoring Division, BOC
AUC, PCMA
 - **Engr. Patrick G. Tolentino**
OIC, Report Analysis and Consolidation Section, PMD, BOC
Alternate AUC, PCMA
 - **Engr. Juan Carlo B. Papa**
OIC, Other Infrastructure Planning Section, DPD, PS
MYPS Coordinator
 - **Engr. Christian Louis T. Gatchalian**
Engineer III, Other Infrastructure Section (OIS), PD, PS
MYPS Coordinator
 - **Engr. Lorenz M. Atajar**
Engineer II, FCMC, UPMO

5. Infrastructure: This represents actual, 'on the ground' objects such as structures, pavement, fixtures, and traffic events with entities to help locate and position them by links to related entities in the Location category. This includes LRS, inventory, and condition.

- Primary Data Steward
- **Engr. Anna Carmina V. Lacsina** for Roads
Engineer III, RBIAS, SD, PS
 - **Engr. Justino Jaime T. Surot** for Bridges
Engineer III, RBPS, DPD, PS
 - **Engr. Bryan T. Thelmo** for Flood Control
Engineer IV, Disaster Preparedness Section, SDMCD, BOM
- Secondary Data Steward
- **Ms. Jinky Lou P. Tan**
Accountant II, Locally-Funded Projects Section (LFPS), Accounting Division (AD), Finance Service (FS)
 - **Engr. Roviell S. de Guzman** for Roads and Bridges
Engineer III, Inspectorate Needs Section, RCMED, BOM
 - **Engr. Lorenz M. Atajar** for Flood Control
Engineer II, FCMC, UPMO
 - **Engr. Ramon C. Ramon** for National Buildings
Engineer IV, National Building Services Division (NBSD), BOM
AUC, National Government-Owned Buildings Information Application (NGOBIA)
 - **Engr. Czar Manuel M. Rosuello**



Engineer II, RSPD, BQS
Subject Matter Expert (SME), Road Safety Application
(RoSA)

- 6. Budget:** This represents the level of expenditures at which an organization can perform its basic function and related entities, including budget agency, appropriation, and allotment, with subtypes of cash and fund.

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| Primary Data Steward | - Mr. Ramil V. Magturo Budget Officer II, Capital Outlay - Foreign Assisted Projects Section (CO-FAPS), Budget Division, FS |
| Secondary Data Steward | - Engr. Christian Louis T. Gatchalian Engineer III, Other Infrastructure Section, PD, PS |
| | - Engr. Krezia M. Tactac Engineer IV, Policy and Standards Division (PSD), BOM |
| | - Engr. Bryan T. Thelmo for Disaster Management Engineer IV, Disaster Preparedness Section, SDMCD, BOM |
| | - Ms. Joan A. Vergara Budget Officer II, Current Operating Expenditure (COE) Section, Budget Division AUC, Electronic Budget System (eBudget) |

- 7. Finance:** This focuses on account for recording classified financial transactions, as well as different types of transactions. Also included are related entities representing books of original and final entry and financial statements.

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| Primary Data Steward | - Ms. Charisma B. Boquiren Chief, Financial Reports Section (FRS), Accounting Division, FS AUC, Electronic New Government Accounting System (eNGAS) |
| Secondary Data Steward | - Engr. Nenita R. Jimenez Chief, Development Planning Division, PS AUC, MYPS |
| | - Ms. April Rose S. Latorre Accountant II, Notice of Cash Allocation (NCA)/ Accounts Payable (AP) Section, Accounting Division, FS |

- 8. Staff:** This represents the Employee's Record, which is the record of facts relevant to a specific employee of the Department and related entities representing compensation, performance, position, and training.

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| Primary Data Steward | - Mr. Nhoel C. Resos Chief, Integrated Payroll and Personnel Information Section (IPPIS), HRMD, HRAS |
| Secondary Data Steward | - Engr. Mary Ann T. Suansing for Project Managers (PMs), Project Engineers (PEs), and Project Inspectors (PIs) OIC, Quality Systems Analysis Division (QSAD), BQS |
| | - Engr. Ma. Celine C. Angeles for Materials Engineer Accreditation Engineer III, Office of the Director, Bureau of |



Research and Standards (BRS)

- **Engr. Nenita R. Jimenez** for Bridge Management System (BMS)
Chief, DPD, PS

9. Inventory: This represents the subject entity of Inventory Item, which is a member of a set of physical resources that contribute to the net worth of the Department. Related entities represent events of requisition, assignment, and maintenance.

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| Primary Data Steward | - Engr. Wilfredo Arthur C. Delizo Chief, Equipment Planning Division (EPD), BOE |
| Secondary Data Steward | - Ms. Myrna R. De Jesus Chief, Supply, and Property Management Division (SPMD), HRAS |
| | - Ms. Noemi R. Lim Chief, IT Assets Management Section (ITAMS), User Support Division (USD), IMS |
| | - Arch. Pura G. Trinidad for DPWH Buildings OIC, Facilities Maintenance Division (FMD), HRAS |
| | - Engr. Estrelita R. Hernandez Chief, National Buildings Services Division (NBSD), BOM |
| | - Mr. Roy T. Dacutanan Chief, Inventory and Other Asset Section (IOAS), Accounting Division, FS |

10. Contract: This is organized around the subject entity. It is an enforceable agreement between two or more participants, the closely related Bid entity, and their related entities representing eligibility to bid and assessment of work.

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| Primary Data Steward | - Engr. Ma. Lynn Sachiko A. Baron Chief, Project Monitoring Division, BOC AUC, PCMA |
| | - Engr. Patrick G. Tolentino OIC, Report Analysis and Consolidation Section, PMD, BOC Alternate AUC, PCMA |
| | - Engr. Patrick Joseph C. Dela Cruz Engineer III, Procurement Support Section, Civil Works Division (CWD), PrS |
| Secondary Data Steward | - Engr. Henry C. Arreola Administrative Officer V, Goods and Services Division (GSD), Procurement Service (PrS) |
| | - Engr. Alden A. Tonio Engineer III, Consultancy Services Division (CSD), PrS |
| | - Engr. Ryan M. Cabarubias Chief, Price Escalation Review Section, Claims Review Division (CRD), BOC |
| | - Atty. Ameer Hussein P. Kansi Attorney III, Contract Letting and Litigation Division (CLLD), Legal Service (LS) |



The joint responsibilities of the Primary and Secondary Business Data Stewards are the following:

1. Provide business knowledge of data collection and storage needs.
2. Define business rules to safeguard data quality and manage data access.
3. Recommend data decisions and consult Subject Matter Experts.
4. Establish a 'single point of truth' to enhance data understanding and reusability.
5. Assist in the implementation of the DPWH Data Governance Program.

This Order shall take effect immediately and supersede Special Order No. 306, Series of 2022.


MANUEL M. BONOAN
Secretary

Department of Public Works and Highways
Office of the Secretary

