

**DENR Administrative Order
No. 17
March 10, 1988**

SUBJECT : Delegation of Authority to DENR Officials in Relation to the Implementation of Foreign-Assisted and/or Special Projects

1. Pursuant to the policy of decentralization of the Department, and in order to achieve greater efficiency and effectiveness in the implementation of foreign-assisted and special projects, the following administrative functions are hereby delegated to the respective Officials concerned:

<u>SPECIFIC FUNCTIONS</u>	<u>PERFORMING OFFICIALS</u>	
	<u>Recommending Official</u>	<u>Approving Official</u>
Administrative/Financial Matters		
a. Appointment/Designation or removal of Project Managers/Project Directors, Asst. Project Managers/ Deputy Project Directors	Regional Executive Director (RED)/ Bureau Director concerned, through Asst. Secretary (ASEC) for FASPO and Undersecretary of PPPMO	Secretary
b. Designation, re assignment or removal of personnel detailed in the Project below the rank of Asst. Project Manager/ Deputy Project Director	Project Manager/ Project Director	RED/Bureau Director concerned
c. Appointment or removal of contractual/casual	Project Manager/ Director	RED/Bureau Director

personnel

concerned/ ASEC
for FASPO, as the
case maybe

d. Approval of Work and
Financial Plan, Procure-
ment Plan, Travel Plan
including revisions/re-
alignment thereof.

d.1 Annual Plans

Project Manager/
Project Director/
RED/Bureau
Director concerned
as the case maybe

ASEC for FASPO

d.2 Monthly/Quarterly
Plans

Project Manager/
Project Director

RED/Bureau
Director as the
case

e. Contract for Civil
Work and Procurement
of Equipment awarded
thru local/international
competitive bidding

e.1 not more than
P200,000.00

Project Manager/
Project Director

RED/Bureau
Director
concerned as the
case maybe

e.2 more than
P200,000.00 to
P500,000.00

RED/Bureau
Director concerned
through ASEC for
FASPO

USEC for Legal
Affairs &
Management

e.3. more than
P500,000.00

ASEC for FASPO
through USEC for
Legal Affairs and
Management

Secretary

f. Authority to undertake

by Administration/Force
Account Civil Works

- | | | |
|---|---|---|
| f.1 not more than
P300,000.00 | Project Manager/
Project Director | RED/Bureau
Director
concerned/ASEC
for FASPO as
case maybe |
| f.2 more than
300,000.00
to 500,000.00 | RED/Bureau
Director
concerned/ASEC for
FASPO | USEC
PPPMO |
| | USEC for PPPMO | Secretary |
| f.3 more than
P500,000.00 | | |
| g. Participation/nomination
of project personnel in
local seminars, in-
service training,
workshop, conference
scholarship, etc. | Project Manager/
Project Director | RED/Bureau
Director
concerned/ ASEC
for ASEC for
FASPO, as
the case
maybe |
| h. Foreign Travels
(Project-related) | RED/Bureau
Director
concerned/ASEC for
FASPO through
Scholarship
Committee and
USec PPPMO | Secretary |
| i. Allocation/use of
Project-based
equipment and vehicle | Project Manager/
Project Director/
RED/Bureau
Director
concerned | ASEC or FASPO/
ASEC for
Operations
concerned |
| j. Turnover of FASP's | RED/Bureau | USEC for Legal |

assets for disposition, sale or lease	Director concerned and ASEC for FASPO	Affairs & Management
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Operational/Technical Matters

- | | | |
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| k. Plans, Designs/
Specifications and
Cost Estimates for Civil
Works & Equipment | Project Manager/
Project Director/
RED/Bureau
Director
concerned
through ASEC for
FASPO | USEC for
Planning, Policy &
Project
Management
Office |
| l. Change Orders/Extra
Work Orders on
Civil Works | -do- | USEC for
PPPMO/USEC
PPPMO/USEC
for Legal Affairs
& Management |
| m. Cancellation and/or
termination of on-going
contracts and prosecu-
tion thereof for
damages arising from
breach of
the same | -do- | USEC for Legal
Affairs &
Management |
| n. Issuance of individual
Certificates of Steward-
ship Contracts, maps
and
other supporting
documents | | |
| n.1 for areas not more
than 5 ha | Project Manager/
Project Director | CENRO |
| n.2 for areas more
the 5 ha to 7 ha | -do- | PENRO |
| n.3 for areas more than 7
ha to 12 ha | -do- | RED |

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|--|--|---|-----------|
| o. | Issuance of Communal/
Community Forest
Stewardship Agreement | RED | Secretary |
| p. Memorandum of Understanding/
Agreements with other agencies/
institutions/organizations public or private, for joint undertaking of project activities. | | | |
| p.1 | for local level | Project Manager/
Project Director | RED |
| p.2 | for national level | ASEC for FASPO
through USEC for
PPMO | Secretary |
| q. | Extension/Termination
of project
implementation | RED/Bureau
Director concerned/
ASEC for FASPO,
through USEC for
PPPMO | Secretary |

2. The above-stated delegated authorities do not preclude the Secretary from giving any other orders or special assignments from time to time, including actions/communications concerning the implementation of these projects which neither violate Department policies, rules and regulations.
3. In discharging the above delegated functions, the concerned officials shall sign "By Authority of the Secretary" as the case maybe.
4. This Order shall take effect immediately and repeals, supersedes or revokes any orders or issuance not consistent herewith.

(Sgd.) FULGENCIO S. FACTORAN, JR.
Secretary