



DEPARTMENT OF
ENVIRONMENT AND
NATURAL RESOURCES

SPECIAL ORDER
No. **892**
SERIES OF **1993**

JUL 15 1993

SUBJECT : CREATION OF TECHNICAL COMMITTEE TO
INSTITUTE THE DENR CONTRACT MANAGEMENT
SYSTEM MANUAL

In the interest of the service and in view of the need to institutionalize the contract management manual being developed by the Natural Resources Management Program (NRMP) for the Department of Environment and Natural Resources (DENR), a Central Technical Committee is hereby created.

The Contract Management Committee at the Central Office shall be composed of the Heads of the National Forestation Development Office, Community Forestry Program and representatives from Legal and Policy Divisions.

The Central Technical Committee shall undertake the following responsibilities:

1. Review of the contract management system manual and submit appropriate recommendations to the Undersecretary for Field Operations.
2. Coordinate with the CFP Regional Distillation Group (RDG) in Regions 2,4,10 and 11 on the review of the manual, revisions, testing and installation.
3. Coordinate with the Natural Resources Management Program (NRMP) consultants on contract management to provide the technical assistance and undertake the necessary revisions for testing and adoption of the final systems manual.
4. Perform other tasks necessary in institutionalizing the efficiency of the contract management system and procedure in the DENR.

MS-BI-187-2 6/27/80
Visayas Avenue, Diliman, Quezon City
MS-BI-187-2-6/11/80

118-1-4/8
12-45-228-3479-6/8/93

At the regional level, the Regional Distillation Group (RDG) of Regions 2,4,10 and 11 are hereby tasked, in addition, to the functions outlined under Special Order No. 1161, Series of 1992 to perform the following responsibilities:

1. Review policy and management resolutions drawn up through workshops and field consultations for the improvement of the contract management system and shall endorse same for consideration by the Central Technical Committee;
2. Provide mechanism to synthesize lessons learned, field reports and experiences into relevant guidelines, procedures and policies;
3. Gather feedback on the contract management system and procedures under the draft contract management manual and submit same for consideration by the Central Technical Committee;
4. Implement necessary reforms to carry out effectively the contract management system.

Each committee shall designate a secretariat to provide necessary staff support.

While in transition, the systems and procedures provided under the contract management manual shall be pilot-tested in Regions 2,4,10 and 11 where previous workshops were already held. Once the Department has formally adopted the systems, the rest of the regions shall also adopt the manual.

This Order shall take effect immediately and shall remain in force until revoked or amended.


ANGEL C. ALCALA
Secretary