



Republic of the Philippines
DEPARTMENT OF ENERGY
(Kagawaran ng Enerhiya)

DEPARTMENT ORDER NO. DO2023-03-0010

**CREATION OF THE INFORMATION AND COMMUNICATIONS
TECHNOLOGY-INFORMATION SYSTEMS STRATEGIC PLAN (ICT-ISSP)
GOVERNANCE COMMITTEE**

WHEREAS, Republic Act (RA) No. 7638, as amended, or the "*The Department of Energy Act of 1992*", mandates the DOE to prepare, integrate, coordinate, supervise and control all plans, programs, projects and activities of the Government relative to energy exploration, development, utilization, distribution, and conservation;

WHEREAS, RA 8792, or the "*Electronic Commerce Act of 2000*" declares that the State recognizes the vital role of information and communications technology (ICT) in nation building;

WHEREAS, Section 27 of RA 8792 provides for the government use of electronic data messages, electronic documents and electronic signatures in all departments, bureaus, offices and agencies of the government including government-owned or controlled corporations;

WHEREAS, Memorandum Order No. 237, series of 1989, directs all agencies with IT resource requirements to prepare and submit their Information Systems Strategic Plan (ISSP) to the National Computer Center (now the Department of Information and Communications Technology or DICT) and Department of Budget and Management (DBM) for technical and budget review and approval, respectively;

WHEREAS, RA 11032, or the "*Ease of Doing Business and Efficient Government Service Delivery Act of 2018*", declares that it is the policy of the State to promote integrity, accountability, proper management of public affairs and public property as well as to establish effective practices, aimed at efficient turnaround of the delivery of government services and measures to promote transparency with regard to the manner of transacting with the public through adoption of simplified requirements and procedures;

WHEREAS, it is imperative to integrate and improve other existing ICT systems in compliance with pertinent provisions of RA 8792 or the "Electronic Commerce Act", RA 11032 or the "Ease of Doing Business and Efficient Government Service Delivery Act of 2018" and other related laws, rules, regulations, and in line with the declared state policies;

WHEREAS, the DOE recognizes the importance of digital government service, commonly referred to as e-government service, to be made available to the public and private business community, that utilizes ICT to complete transaction efficiently and in a timely manner;

WHEREAS, the DOE ensures a judicious, expeditious, transparent, and efficient process in the identification of ICT requirements of bureaus and services pursuant to the approval of the ISSP by the DICT;

NOW, THEREFORE, for an effective public digital government service and for the DOE to continually improve and enhance its ICT system and network facility infrastructures, an ICT-ISSP Governance Committee is hereby created.

Section 1. ICT-ISSP Governance Committee. There shall be an established ICT-ISSP Governance Committee with the following compositions, duties and responsibilities:

1.1 Functions. The Committee shall be responsible for the development of a three-year DOE ICT-ISSP in accordance with the requirements of the DICT.

1.2 Composition. The following shall be the composition of the Committee:

Chairperson : Supervising Undersecretary of Information Technology and Management Services (ITMS)

Vice-Chairperson : ITMS Director

Members : Representative from each Bureaus, Services and Field Offices with a rank of Division Chief endorsed by his/her Director, Office of the Secretary/Executive Office

Secretariat : Head, Information Technology Division (ITD), ITMS
Representatives from the Information Services Division (ISD) and Information and Data Management Division (IDMD), ITMS

Section 2. Duties and Responsibilities. The ICT-ISSP Governance Committee shall perform the following:

2.1 Chairperson

- a. Plans and directs the activities of the Committee;
- b. Convenes the Committee on a regular basis and conducts special meetings as necessary;
- c. Manages and reviews the completeness of the ICT-ISSP; and
- d. Directs the Secretariat on matters pertaining to the efficient and timely development and implementation of the ICT-ISSP.

2.2 Vice-Chairperson

- a. Performs the functions of the Chairperson in his/her absence.

2.3 Members

- a. Attend the regular meetings of the Committee;
- b. Coordinate with the concerned bureau, office, and/or service represented on the preparation and submission of the ICT-ISSP to the Committee; and
- c. Report the status of the ICT-ISSP to his/her Director.

2.4 Secretariat

- a. Coordinates related activities with the members of the Committee;
- b. Schedules meetings, prepares meeting agenda, documents the proceedings and prepares minutes of the meeting;
- c. Administers the collation and processing of the ICT-ISSP for endorsement to and approval by DOE officials and submission of the same to the DICT; and
- d. Acts as liaison of the Committee to the DICT.

Section 3. ISSP Guideline Manual. The Committee shall lead the development of the ICT-ISSP Guidelines that contain the rules and the procedures in determining the ICT requirements of the concerned bureaus, offices and services of the Department. Said Guidelines shall be subject to review and updating every two (2) years.

Section 4. Logistic and Budgetary Requirements. The budgetary requirements in support of the ICT-ISSP development and other related activities of the Committee to meet its objectives shall be sourced from the ITMS-ITD budget, subject to applicable accounting rules and regulations.

Section 5. Separability Clause. Should any section or provision of this Department Order (DO) be declared invalid or unconstitutional, the other parts or provisions that are not affected, shall remain in force and in effect.

Section 6. Repealing Clause. All issuances, rules and regulations or parts thereof which are inconsistent with the provisions of this DO are hereby deemed repealed, amended, or modified accordingly.

Section 7. Effectivity. This DO shall take effect immediately upon signing and shall remain in force unless revoked by the undersigned or by competent authority.

Issued this ____ day of March 2023 at the DOE, Energy Center, Rizal Drive corner 34th St., Bonifacio Global City, Taguig City, Metro Manila.


RAPHAEL P.M. LOTILLA
Secretary



MAR 16 2023