



*JTP*

FEB 25 2009

DEPARTMENT ORDER NO. D02009-02-0004 *ps*

**RECONSTITUTING THE PROJECT MANAGEMENT UNIT (PMU) CREATED  
 UNDER DEPARTMENT ORDER NO. D02008-12-0009**

WHEREAS, a Loan Agreement between the Government of the Philippines and the Asian Development Bank (ADB) has been approved for the implementation of the Philippine Energy Efficiency Project (PEEP) which is aimed at reducing the cost of power through investments in energy efficient lighting, systems, and appliances, the adoption of energy saving measures in buildings, the improvement in the capacity of energy service companies to undertake energy efficient projects, the upgrading of equipment testing facilities and implementation of lamp waste management;

WHEREAS, the Department of Energy (DOE), tasked with the overall supervision and execution of the PEEP created the Project Management Unit (PMU) by virtue of Department Order No. D02008-12-0009 dated December 10, 2008, entitled "Creating a Project Management Unit (PMU) in the Department of Energy for the Implementation and Execution of the Philippine Energy Efficiency Project;"

WHEREAS, as a result of review and consultations done and in view of recent developments in the PEEP coverage and tasks, there is a need to modify the composition/set-up of the said PMU;

NOW, THEREFORE, for and in consideration of the foregoing premises, the following are hereby issued:

1. The PMU created on 10 December 2008 is hereby reconstituted to be composed of the following:

- |  |   |   |
|--|---|---|
| Project Director                                 | : | Undersecretary  |
| Deputy Project Director                          | : | Director, Energy Utilization Management Bureau (EUMB)                 |
| Project Managers                                 | : | Assistant Director, Energy Utilization and Management Bureau (EUMB)   |
|  |   | Director, Energy Resource and Testing Laboratory Services (ERTLS)     |
|  |   | Chief, Public Relations Office (PRO)                                  |
| Project Team Members/<br>Secretariat/Coordinator | : | Technical and administrative/financial/<br>legal personnel of the DOE |

2. The PMU shall execute the PEEP in accordance with the official loan and grant agreements, project documents as well as policies that may be laid down by the DOE and the Project Steering Committee.

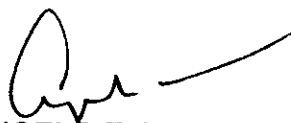
3. The PMU shall ensure that all project activities are coordinated with related initiatives, complementary to activities already undertaken in the country and that regular reporting requirements are complied with, as follows:

- a. Undertake the day-to-day operations of the PEEP in coordination with the various project stakeholders and partners;
- b. Conduct, thru the DOE Bids and Awards Committee, the bidding and procurement related to the project in accordance with the Guidelines for Procurement of the ADB;
- c. Engage the services of consultants selected and hired in accordance with ADB's Guidelines on the Use of Consultants, for assistance in managing the PEEP, preparing detailed implementation plan as may be necessary, developing bidding documents, supporting procurement-related activities;
- d. Prepare quarterly progress reports of the project and its subcomponents and submit them to the ADB, through the DOE Secretary, within twenty days of the end of the applicable period in a format acceptable to the ADB;
- e. Review and consolidate all accounts of all agencies included in project implementation that are maintained exclusively for project-related disbursement;
- f. Within twelve (12) months of the project's physical completion, prepare and submit to the ADB, through the DOE Secretary, a Project Completion Report in ADB's standard format, including costs and status of compliance with loan covenants;
- g. Have all these accounts audited annually by the Commission on Audit or other auditors acceptable to the ADB.

4. To ensure that the objectives of the PEEP are being achieved, the PMU shall meet at least once a month and/or as frequent as it may deem necessary.

This Department Order shall take effect immediately and shall remain valid until the completion or termination of the PEEP. All circulars/ orders issued previously are hereby superseded by this Department Order.

DONE this 23<sup>rd</sup> day of February 2009 in Taguig City.



**ANGELO T. REYES**  
*Secretary*

 Republic of the Philippines  
DEPARTMENT OF ENERGY

IN REPLYING PLS CITE:  
**SE09-011153**



*AS*