



Republic of the Philippines  
DEPARTMENT OF ENERGY

DEPARTMENT ORDER NO. 2002-06-007 *gcs*

**MEASURES ADOPTED TO REDUCE RED TAPE  
IN THE DEPARTMENT OF ENERGY**

WHEREAS, the President of the Philippines emphasized in her State of the Nation Address (SONA) before the Joint Session of Congress on 23 July 2001 the urgent need to reduce red tape to ensure efficiency in the national government;

WHEREAS, during the Cabinet Meeting on 11 September 2001, the President instructed her Cabinet Members to submit to the Presidential Management Staff (PMS) specific programs to reduce red tape in their respective Departments;

WHEREAS, Section 7(4), Chapter 2, Book IV of the Administrative Code of 1987 (Executive Order No. 292) authorizes the Secretary of the Department of Energy to promulgate administrative issuances necessary for the efficient administration of the offices under the Secretary and for proper execution of the laws relative thereto;

WHEREAS, Section 8(a) of R.A. 7638 (Department of Energy Act of 1992) authorizes the Secretary of Energy to establish policies and standards for the effective, efficient and economic operation of the Department in accordance with the programs of the Government;

WHEREAS, Section 37 (a) of R.A. 9136 (Electric Power Industry Reform Act of 2002) has mandated the DOE to "(f)ormulate policies for the planning and implementation of a comprehensive program for the efficient supply and economical use of energy consistent with the approved national economic plan";

WHEREAS, to reduce red tape in government, it is necessary to rationalize the steps and procedures in the processing of contracts/agreements, papers and other documents; the number of signatories to such documents; and the time frame for each activity or stage in the accomplishment of the same;

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NOW, THEREFORE, for and in consideration of the foregoing premises, the following guidelines are hereby issued to reduce red tape in the Department of Energy:

Section 1. The Manual for Reduction of Steps/Procedures, Number of Signatures and Processing Time ("Manual") in the activities or stages in the accomplishment of contracts/agreements, papers and other documents and flow charts of said activities or stages corresponding to each office, bureau, service or unit in the Department, attached to this Order, is hereby approved.

Section 2. All offices, bureaus, services or units enumerated in said Manual are hereby enjoined to faithfully observe and adhere to the guidelines set forth therein for the purpose of enhancing effectiveness and efficiency in the delivery of services in the Department essential to the attainment of the Department's goals and objectives.

Section 3. Said Manual shall be updated periodically to further ensure its relevance in the context of the Department's continuing thrust to provide effective and efficient service.

Section 4. This Department Order shall take effect immediately.



VINCENT S. PÉREZ, JR.  
Secretary

Fort Bonifacio, Taguig, Metro Manila  
28 May 2002