

## **GUIDELINES AND CHECKLIST FOR ROLLERS: Road Leveraging Linkages Evaluation Rating System**

The DTI and DPWH Regional Offices (ROs) shall prepare a list of proposed road projects for inclusion in FY2019 budget that shall support the **Roads Leveraging Linkages of Industry and Trade (ROLL IT) Program**.

The road project shall be evaluated by the Regional Technical Working Group (RTWG) using a simple “YES” or “NO” on four classifications of Qualification Requirements as shown below. Once a road project obtains a “YES” on ALL of these criteria, it shall then be evaluated by the Central Technical Working Group (CTWG) of the DTI-BOI and the DPWH for further evaluation and validation. The RTWG must no longer forward to the Central Offices the road project proposals which have failed these requirements. In addition, the RTWG must also inform in writing the status of the proponents’ proposals and copy furnish the CTWG.

### **PRE-QUALIFICATION CRITERIA**

<b>BASIC TECHNICAL &amp; DEVELOPMENTAL CRITERIA SUBJECT FOR EVALUATION</b>
1. <u>Location of the Project</u> - Must be within <b>ten (10)</b> kilometers or less from the indicated Industry and Trade Road Linkages as indicated in the Physical Framework
2. Transmittal Letter – Must be provided as minimum requirement
3. <u>DTI Importance</u> – Certification from DTI RD or BOI Sectoral Champion that the project is in support of a specified industry or industries
4. <u>Technical Necessity</u> – Certification from DPWH RD that the road is generally in bad/poor condition and thus, in need of improvement. For road opening or construction, the DPWH RD must certify the necessity of a road opening/construction.
5. <u>Geotagged Photos of Industry and Roads, GIS Map, and Project Development Map</u> - Must show Points A and B as defined in the Physical Framework below
6. A. <u>Inventory</u> - Must be included in the official LGU road inventory with Right-of-Way Donation (ROW) in accordance with DPWH standards for industry roads; or B. <u>Right-of-Way Donation</u> – If project is not included in such inventory or if road opening, must have a Deed of Donation for the Right-of-Way
7. <u>Project Profile and Concept Study</u> – Must be provided as minimum requirement
8. <u>Regional Development Council (RDC) endorsement</u> – Must be provided as minimum requirement
9. <u>Stakeholder Endorsement</u> - Must be provided from at least one private industry stakeholder or association

## The ROLLERS has four Classifications of Requirements:

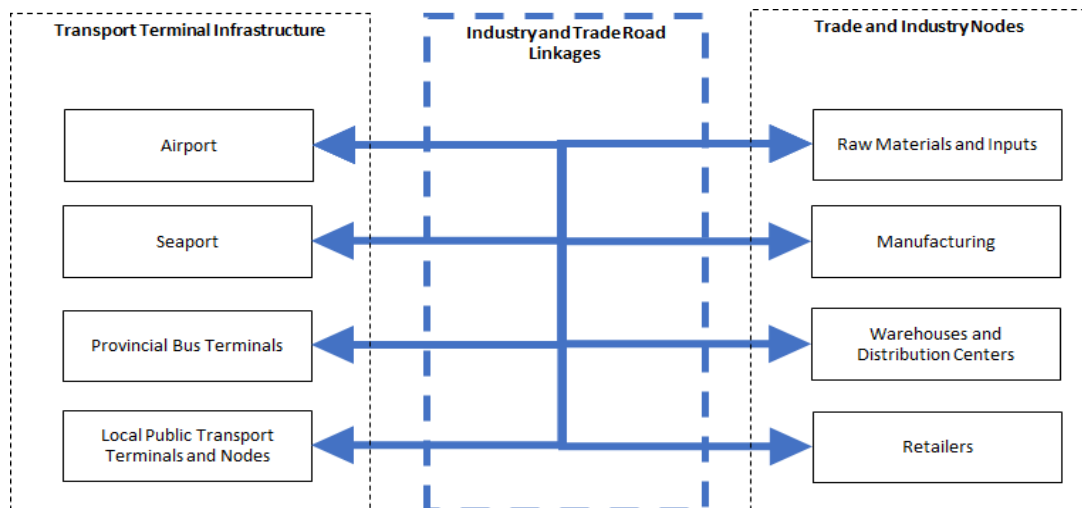
### A. IDENTIFICATION

In the “**PROJECT IDENTIFICATION**” section, the following documents, forms, and files are required:

- a. Cover Memorandum for Proposal (see Annex A.1)
  - i. This serves as the cover memorandum letter to the DTI-DPWH Secretaries, and shall be sent by the DTI-DPWH Regional Directors (RDs) to the CTWG Champions at the second level, and sent by the **Industry Stakeholders and other Proponents** to the Regional Directors at the first level.
- b. Basic Project Information Sheet (see Annex A.2)
  - i. To be prepared by the RTWG.

The Purpose of the Road (Point A to Point B) or the connected points, as outlined in the diagram, is also identified in this sheet. The Physical Framework can help in identifying the Purpose of the Road (Point A to Point B) as it outlines the possible connected points (i.e. transport terminal infrastructure to trade and industry node, transport terminal infrastructure to another transport terminal infrastructure, or trade and industry node to another trade and industry node).

**Diagram: Physical Framework - Trade and Industry Road Linkages**



- c. Industry Site Information Sheet (see Annex A.3)
  - i. To be filled up and compiled by the DTI RO.
- d. Scope of Work and Budget (see Annex A.4)
  - i. To be completed by the DPWH RO and approved by the DTI-DPWH RDs.
- e. Certification of Road Classification (see Annex A.5)
  - i. To be issued by the DPWH RO in order to determine the Road Classification of the proposed industry road project.

- f. Project Profile
  - i. To be prepared by the DPWH RO.
- g. Geo-tagged Photos of **Roads and Industry Site (Electronic and Hardcopy)**
  - i. To be submitted by the **Industry Stakeholders and other Proponents**
  - ii. To be compiled by the DPWH and Technical Secretariat.

**TABLE 1: CHECKLIST OF REQUIREMENTS FOR PROJECT IDENTIFICATION**

Requirements	Responsible Agency	RTWG EVALUATION	CTWG VALIDATION	SEE ANNEX
		(Yes-1; No-0)	(Yes-1; No-0)	
Cover Memorandum for Proposal	DTI-DPWH Regional Directors, Sectoral Champions, and Industry Stakeholder(s)			A.1
Basic Project Information Sheet	RTWG			A.2
Industry Information Sheet	DTI RO			A.3
Scope of Work and Budget	DPWH RO			A.4
Certification of Road Classification	DPWH RO			A.5
Project Profile and Concept Study	DPWH RO			
Geo-tagged Photos of <b>Roads and Industries</b>	Industry Stakeholders/DTI RO/ DPWH RO			

## **B. IMPORTANCE**

In the “**PROJECT IMPORTANCE**” section, the following documents and forms are required:

- a. Certification from the DTI on the Importance of the Industry Road Project (see Annex B.1)
  - i. To be prepared by the DTI RO or Board of Investments (BOI) Sectoral Champion and issued as a requirement in order to ensure that the industry road proposal is recognized by the DTI and that the connected points or Purpose of the Road (Point A to Point B) is determined.
- b. Certification of Endorsement from Industry Stakeholder(s) (see Annex B.2)
  - i. To be submitted by the Industry Stakeholder(s) and issued as a requirement for the inclusion of the industry road project in the ROLL IT Program.
- c. Regional Development Council (RDC) Endorsement
  - i. The RTWG shall prepare the transmittal letter to submit for RDC endorsement the list of industry roads proposed for the ROLL IT Program. This shall be jointly prepared by both the DTI RO and DPWH RO or solely prepared by one of the Departments.

**TABLE 2: CHECKLIST OF REQUIREMENTS FOR PROJECT IMPORTANCE**

Requirements	Responsible Agency	RTWG EVALUATION	CTWG VALIDATION	SEE ANNEX
		(Yes-1; No-0)	(Yes-1; No-0)	
Certification from DTI on the Importance of the Industry Road Project *	DTI RO/ BOI Sectoral Champion			B.1
Stakeholder Endorsement	Industry Stakeholder(s)			B.2
RDC Endorsement	RTWG			

\* Note: In relation to the issuance of certification of importance of road projects, the DTI industry champions shall have the following list as the main reference of the priority industries:

## DTI's Priority Industries



### INDUSTRY

1. Electronic manufacturing services (auto electronics, medical devices, telecommunication equipment, power storage, civil aviation/aerospace) and Semiconductor manufacturing service: Integrated Circuit (IC) design
2. Automotive and auto parts
3. Aerospace parts
4. Chemicals
5. Shipbuilding; Roll-On-Roll-Off (RORO) as well as small- and medium-sized vessels
6. Furniture and Garments (manufacturing and design)
7. Tool and die
8. Agri-business: Food and resource-based processing (cacao, coffee, mangoes, bananas, coconut, rubber, bamboo, fruits and nuts, palm oil, and other higher value crops)

### SERVICES

9. Information technology-business process management (IT-BPM): Higher earning and more complex non-voice services Business Process Outsourcing (BPO), and Knowledge Process Outsourcing (KPO) segments in medical, financial, and legal services; game development; engineering design in manufacturing, software development and shared services.
10. Transport and Logistics
11. Tourism
12. Construction

**Moreover, in pertaining to road proposals supporting the Agri-business industry, farm-to-market linkages or roads will not be supported under the ROLL IT Program. Refer to the Physical Framework – Trade and Industry Road Linkages as shown in the “PROJECT IDENTIFICATION” Classification to understand which linkages are allowed and compliant under the ROLL IT Program. Roads supporting the Agri-business industry with one point starting from the Raw Materials and Inputs, Trade and Industry Node, should not be linked to a market for direct sale of such raw materials and inputs, as this is not within the confines of the Physical Framework.**

Furthermore, the DTI Regional Directors/Industry Champions (RD/IC) may also use as reference the list of the 42 industries with roadmaps under the Comprehensive National Industrialization Strategy (CNIS) as shown below:

**DTI – 42 INDUSTRY ROADMAPS**  
Comprehensive National Industrialization Strategy



- |                             |                             |                              |   |
|-----------------------------|-----------------------------|------------------------------|---|
| 1. Automotive*              | <b>14. MANUFACTURING*</b>   | 27. Healthcare Services      | <b>Drafts</b>   |
| 2. Automotive Parts*        | 15. Electric Vehicles*      | [tourism]                    | 1. Jewelry  |
| 3. Biodiesel *coco products | 16. Electronics*            | 28. Printing                 | 2. Creative Industries *  |
| 4. Cement                   | 17. Iron and Steel          | 29. Book Publishing          | IT-BPM, animation, and game dev't, design component of garments |
| 5. Ceramic Tiles            | 18. IT-BPM*                 | 30. Dried Mango *            | 3. Gold   |
| 6. Chemicals *              | 19. Metalcasting            | 31. Processed Shrimps/Prawns | 4. Services*  |
| 7. Copper Products          | 20. Plastics* chemicals     | 32. Seaweed/ Carageenan      | 5. Chocolate  |
| 8. Furniture*               | 21. Paper                   | 33. Coco coir *              | Confectionaries – Tablea * cacao                                |
| 9. Mass Housing             | 22. Natural Health Products | 34. Bamboo*                  | 6. Condiments/ Mixes  |
| 10. Motorcycle*auto         | 23. Aerospace *             | 35. Gifts & Houseware        |   |
| 11. Petrochemicals *        | 24. Retirement [tourism]    | 36. Holiday décor            |   |
| 12. Rubber Products*        | 25. Shipbuilding*           |                              |   |
| 13. Tool and Die*           | 26. IC Design*electronics   |                              |   |

\* Part of the DTI's Priority Industries

**C. NECESSITY**

In the “**PROJECT NECESSITY**” section, the following documents and forms are required:

- a. Certification of Road Condition (ROCOND) and Necessity of Road Improvement, or Certification for Necessity of Road Opening/Construction of Industry Road (see Annex C.1)
  - i. To be prepared by the DPWH RO and issued as a requirement for the inclusion of the industry road project for the ROLL IT Program due to the necessity of road improvement or road opening/construction.
- b. Travel Time Report (see Annex C.2)
 

To be prepared by the DPWH RO in coordination with the Industry Stakeholder if needed.

**TABLE 3: CHECKLIST OF REQUIREMENTS FOR PROJECT NECESSITY**

Requirements	Responsible Agency	RTWG EVALUATION	CTWG VALIDATION	SEE ANNEX
		(Yes-1; No-0)	(Yes-1; No-0)	
Certification of Road Condition (ROCOND) and Necessity of Road Opening/Construction or Improvement of Industry Road	DPWH RO			C.1
Travel Time Report	DPWH RO			C.2

## D. IMPLEMENTABILITY/READINESS

In the “**PROJECT IMPLEMENTABILITY/READINESS**” section, the following documents and forms are required:

- a. Right-of-Way (ROW) Certification for roads included in the DPWH/LGU inventory and with ROW (see Annex D.1)
  - i. For national roads - To be prepared and issued by the DPWH in ensuring that there is road right of way clearance and that there are no obstructions located within the limits of the proposed industry road project.
  - ii. For local roads
    1. With ROW and no obstructions - To be prepared and issued by the head of LGU in ensuring that there is road right of way clearance and that there are no obstructions located within the limits of the proposed industry road project. **The DPWH will not shoulder the road right of way acquisition for local roads.**
    2. With ROW but with obstructions - To be prepared and issued by the head of LGU in ensuring that there is road right of way clearance and that there are informal settlers and/or obstructions located within the limits of the proposed industry road project. **The DPWH will not pay for the relocation of the informal settlers and/or removal of obstructions. The DPWH will not shoulder the road right of way acquisition for local roads.**
- b. Deed of Donation for roads included in the DPWH/LGU inventory but without sufficient ROW and for roads not included in the inventory
  - i. For national roads – ROW Donation in accordance with DPWH standards for industry roads to be provided by DPWH; or
- c. For local roads - ROW Donation in accordance with DPWH standards for industry roads (**as specified by DPWH Department Order No. 68 s. 2017**) to be provided by LGU MOA on Jurisdiction and Maintenance Cost of LGU (see Annex D.3)
  - i. To be prepared by the RTWG, this MOA concerning the National-Local Government Cooperation under the DTI-DPWH Convergence Program ascertains that the jurisdiction and maintenance cost of the industry road project, if it is a local road, will be shouldered by the LGU.
- d. **Certification on No Double Funding (see Annex D.4.1 and D.4.2)**
  - i. To be prepared by the LGU (D.4.1) and the DTI and the DPWH RDs (D.4.2), this certification ensures and guarantees that the industry road project solely belongs to the ROLL IT Program, and is thus not provided any funding from other sources of funds within and outside the DPWH budget.

- e. Technical Road Readiness
  - i. The Full/Pre-Feasibility Studies and Detailed/Preliminary Engineering Designs, and Proponent Letters must be submitted by the RTWG if available.
    - 1. Feasibility Study
    - 2. Pre-feasibility Study
    - 3. Detailed Engineering Design
    - 4. Preliminary Engineering Design

**TABLE 4: CHECKLIST OF REQUIREMENTS FOR PROJECT IMPLEMENTABILITY/READINESS**

Requirements	Responsible Agency	RTWG EVALUATION	CTWG VALIDATION	SEE ANNEX
		(Yes-1; No-0)	(Yes-1; No-0)	
Right-of-Way (ROW) Certification	DPWH RO			D.1
Deed of Donation (if available)	DPWH RO			D.2
MOA on Jurisdiction and Maintenance Cost of LGU	RTWG (DTI-DPWH)			D.3
Certification on No Double Funding from LGU	LGU			D.4.1
Certification on No Double Funding	RTWG			D.4.2
Feasibility Study (if available)	RTWG			
Pre-Feasibility Study (if available)	RTWG			
Detailed Engineering Design (if available)	RTWG			
Preliminary Engineering Design (if available)	RTWG			

In summary, the ROLLERS Guidelines should ensure that only road projects that are complete and are prepared for implementation will be prioritized and funded through the DTI-DPWH Convergence Program.

Projects with complete supporting documents as stated below shall obtain higher points for possible inclusion in the priority list. If and when necessary for ranking the project proposals, the CTWG may apply higher ranking scores for those who will submit documents that completely meet the following requirements:

- Information about the Project and Industries
- Maps
- Pictures
- Industry Economic Importance
- Endorsements from LGU, Private Associations, and CSO
- DTI/BOI/SEC/CDAI/SEC Registration
- CLUP and CDP
- Detailed Program of Work
- Travel Time Report
- Readiness Documents (FS, DED, etc)
- Consultations
- No Double-Funding Certificate

# DTI-DPWH Convergence Program Process Flow

