SUBJECT: GENERAL GUIDELINES IN THE IMPLEMENTATION OF FARM-TO-MARKET ROAD DEVELOPMENT PROGRAM (FMRDP)

This Administrative Order provides general guidelines in the construction and rehabilitation of farm-to-market roads under the DA Farm-to-Market Road Development Program (FMRDP).

I. INTRODUCTION

The Department of Agriculture (DA) is mandated to undertake various infrastructure projects, but not limited to, construction, restoration, and rehabilitation of irrigation systems, post-harvest facilities, and farm-to-market roads (FMRs) in order to provide better opportunity to farmers and fisherfolk by increasing production at lower cost and thereby increasing their incomes and making food more affordable to the general public.

II. COVERAGE

The General Guidelines shall cover rural roads infrastructure that act or function as access roads to production areas and are not otherwise classified as national, provincial, city or municipal roads.

The FMRDP includes the construction of new barangay roads/road openings and upgrading/improvement1 of existing FMRs.

III. SELECTION AND PRIORITIZATION CRITERIA

The proposed FMR projects must satisfy the following selection and prioritization criteria:

1. The FMR shall be located within key production areas, marginal lands or new lands as identified under the Strategic Agricultural and Fisheries Development Zones (SAFDZs), or within the identified convergence initiative areas of the DA, DAR, and DENR.

2. The FMR is vital and linked to equal or higher road class system.

1Refers to rehabilitation and repair
3. The FMR shall prioritize the conveyance of goods and services within or to and from the production areas, primary assembly areas, major markets/trading posts, fishing ports, fishpond/fish cage areas, agricultural and mariculture zones, post-harvest facilities and processing zones/industries.

4. The construction/improvement of proposed FMR is included in the Local Development Plan.

5. The production area within the municipality has low FMR (concrete) network density.

6. The proposed road has no right-of-way problem.

7. The FMR may be located within the areas identified with high poverty incidence and as very vulnerable areas in line with the hunger mitigating measures of the government or within the armed-conflict areas.

8. Road links complementing tramlines and other agriculture-related infrastructure projects including farm bridges that are distinctly different from the bridges being constructed by DPWH are included under the FMRDP.

9. Roads situated in areas as described in Item III.1 that were previously constructed or upgraded/improved but were damaged by calamities and requires upgrading/improvement works shall likewise be considered under the FMRDP.

10. The proposed FMR project shall facilitate/promote the development of agri-tourism provided these areas are within the influence area as described in Item III.1.

IV. EXECUTION OF THE PROJECT

1. Pre-Implementation Phase

1.1 Identification and Submission of Proposals

   a. DA, as lead agency, shall identify priority locations of FMR projects in consultation with the local government units, private sector and local community, and consolidate these roads into DA FMR Network Plan.

   b. Local Government Unit's (LGUs) and other stakeholders/proponents shall submit proposals to DA RFOs at least three (3) months before budget preparation for validation, prioritization and consolidation. Proposals submitted after the indicated time shall be considered for the next fiscal year.

   c. All proposals submitted to RFOs should include the following:

      i. Letter of intent and a LGU Resolution stating the need for the construction/improvement of the road and its capacity to maintain and repair the road;
ii. Certificate of no right of way conflict issued by the LGU, and Deed of Donation/Deed of Sale/Waiver of Right (whichever is applicable);

iii. FMR Network Plan;

iv. Certificate from the LGU or DPWH District Engineering Office that the proposed road is not a part of any higher road class such as national, provincial, municipal;

v. Geo-tagged photos, if possible; and

vi. FMR Proposal Template (Annex 1).

1.2 Validation and Prioritization

a. The DA-RFOs will validate the feasibility of the proposed construction/improvement of FMR using PAES prescribed template as prescribed in DA AO No.28, Series of 2009 and BOAE Resolution Engineering No.1, Series of 2009. Moreover, the FMRs should meet the criteria discussed in item III as well as the following additional requirements:

i. Proposed length shall be connected to the nearest existing access road and all strategic product drop-off points utilizing the shortest and most efficient route;

ii. For CY 2017 onwards, the minimum FMR length for flat and rolling terrain shall be 1 km while the minimum FMR length for inclined/steep areas (special areas) shall be 500 m;

iii. The proposed road section shall be one continuous road;

iv. All right-of-way (ROW) issues including the payment to the property owners shall be adequately addressed and settled by concerned LGU where the proposed FMR is located; and

v. There should only be a single proposed project in each distinctive recommended/identified site location. Nevertheless, any proposed length shall be implemented in its entire designed length. However, road length of more than five (5) kilometers may be implemented in a multi-year/tranche of budget allotment.

b. To ensure proper planning, efficient project management and promote transparency, the DA, DPWH, LGUs and other implementing agency/partner shall apply the geo-tagging technology during site validation, selection, project monitoring and post construction;

c. The DA RFOs shall submit a long list of FMR proposals as well as shortlisted validated proposals (with Validation Report and
geocagged map) to the Office of the Secretary thru the Office of the Undersecretary for Operations.

d. Proposals to be submitted to DBM shall be subject for review of the Undersecretary for Operations and subsequent approval of the Secretary.

1.3 Project Approval, Modification and Designation of FMRDP Implementing Partner

a. The DA Undersecretary for Operations thru the FMRDP shall submit the consolidated proposal to the Secretary for approval and subsequent endorsement to DBM.

b. To ensure construction of FMRs at the exact location, DA RFO shall provide the Implementing Agency/Partner with the geo-tagged location of FMRs. Joint revalidation may also be undertaken by the DA, DPWH, LGUs and other implementing agency/partner. Proponent/requesting party may also be invited to join the revalidation;

c. In case of change of site location or any modification, the Secretary of Agriculture is authorized to change the location and/or scope of work of Farm-to-Market Road Projects in order to ensure compliance with the Budget Priorities Framework subject to the following: (i) the allotment released has not been obligated; (ii) may only be done once and until June of the current year, except if due to the occurrence of calamities; (iii) of the same project category; (iv) within the same legislative district and (v) undertaken by the same operating unit.

d. Moreover, a new proposal should be submitted by the Requesting Party to DA RFO for validation and subsequent endorsement to DA Secretary. The FMRDP reserves the right to conduct random validation of the revised FMR proposal.

e. FMR Projects shall be implemented through any of the following implementing agencies/partners, as appropriate:

- The Provincial/City/Municipal Government- through MOA and by contract;
- DPWH- through MOA and by contract;
- Other implementing agencies- through MOA and by contract

f. Parameters for assessment of Implementing Agency/Partner shall include: capacity/capability, track records, readiness, absorptive capacity and preferably with Seal of Good Local Governance.

g. FMR Projects may also be implemented by the DA RFOs by contract. A separate implementing guidelines will be issued for this purpose.
1.4 Survey and Staking

a. The Implementing Agency/Partner shall conduct survey and staking with the presence of DA RFO to ensure adherence to the proposed site and avoid change of site.

1.5 Detailed Engineering Design (DED) and Program of Works (POW) Preparation

a. All FMRs should be Portland Cement Concrete Pavement (PCCP) type in compliance to the Presidential Directive No.10-C0085 to do away with road graving FMR projects and replace them with quality road construction that would last longer.

b. The preparation of DED, cost estimates and POW and other supporting documents for each project/road segment shall be in accordance with the existing construction standards using the DPWH Blue Book/DPWH’s Design Standards on FMRs and Philippine Agriculture Engineering Standards (PAES).

c. The Implementing Agency/Partner shall copy furnish DA RFO with the DED, POW, PERT-CPM and Gantt chart prior to implementation. Copy of Special Allotment Release Order (SARO) shall also be provided to DA in case of direct downloading of funds. The DA RFO reserves the right to concur on the location and scope of works to be undertaken by the Implementing Agency/Partner.

1.6 Procurement

a. The DA RFO may serve as observer during the conduct of procurement.

b. The Implementing Agency/Partner shall copy furnish the DA RFO with the Notice of Award, Notice to Proceed and Contract of Agreement prior to implementation.

2. Implementation Phase

2.1 The Implementing Agency/Partner shall implement FMR projects in coordination with DA-RFO and concerned LGUs.

2.2 The Implementing Agency/Partner shall ensure that materials used in FMR projects pass the quality assurance with proper sampling and testing, and shall therefore furnish a copy of the test reports to the DA RFO within one-third (1/3) of the project duration. Further, the Implementing Agency/Partner shall copy furnish the DA RFO with the pouring permits issued throughout the duration of the project.

2.3 Two (2) signboards shall be posted at both ends of the FMR in consonance to COA Circular No. 2013-004 dated 13 January 2013. The Implementing Agency/Partner shall ensure that the signboard remain in placed throughout the project duration.
2.4 Concrete markers shall also be placed at both ends of the FMR following the attached prescribed standard marker (Annex 2).

2.5 The Implementing Agency/Partner shall submit a monthly status update to the DA RFO no later than one week after the end of the month.

2.6 During the progress of the project, the DA RFO shall monitor and validate the implementation and timely completion of the project. Joint inspection may also be conducted in the following key activities for quality assurance:
   a. Earthworks;
   b. Laying of base and/or sub-base course;
   c. Concrete Pouring; and
   d. Project Completion

2.7 In case of variation, suspension or time extension, the Implementing Agency/Partner shall copy furnish DA RFO with Variation Order, Notice of Suspension/Extension and other related documents.

2.8 Savings incurred due to any variation in the project shall be used to extend further the road section or be utilized in constructing safety structures for the FMR subject to accounting and auditing rules. Thus, variation and work items should be included in the POW and Detailed Unit Price Analysis (DUPA).

3. **Post Implementation Phase**

3.1 After the completion of the project, the Implementing Agency/Partner shall issue a Certificate of Completion to the Contractor and copy furnish DA RFO, hence the Contractor shall sign a warranty certificate to ensure full obligation for a one-year warranty after completion.

3.2 The Implementing Agency/Partner and DA RFO shall conduct a quality inspection after the warranty period for final acceptance. Based on the result of the joint inspection, the Implementing Agency/Partner shall provide a report for any deficiency and will recommend any appropriate action e.g. price adjustment or remove and replace as may be the case.

3.3 The Implementing Agency/Partner with the presence of DA shall turn over the management and ownership of the FMR to the concerned LGU. A Certificate of Acceptance stipulating among others the commitment of the recipient to provide maintenance and repair cost, shall be issued by DA RFO to the beneficiaries.

3.4 Regular post monitoring shall be conducted by the DA RFO to assess the status and condition of the road.

V. **RESOLUTION OF ISSUES**

All issues and concerns pertaining to this General Guidelines on the implementation of FMRRDP shall be forwarded to, acted and resolved by the Office of the Secretary.
VI. EFFECTIVITY

These Guidelines on the implementation of Farm-to-Market Road Development Program (FMRDP) shall take effect immediately upon signing and shall supersede other issuances that are inconsistent herewith.

APPROVED BY:

PROCESO J. ALCALA
Secretary
ANNEX 1

Validation/Evaluation Form
of Farm-to-Market Roads Submitted by LGUs/Private Organizations
for funding by the Department of Agriculture as per Philippine Agricultural
Engineering Standards (DA AO No. 28, series of 2009 and BOAE Res.
Engineering No. 1, series of 2009)

Part 1. Basic Information of the Proposed FMR Project

Name of the project:________________________

Location: __________________________
(Specific Road sections, from ___________ to ___________)

Site: __________________________ Barangay: __________________________ Cty/Municipality: __________________________
District: __________________________ Province: __________________________ Region: __________________________
Coordinates: __________________________

Estimate Cost of the Project (PhP): __________________________

Scope of work:

☐ Clearing and Grubbing (Item 101)
☐ Excavation (Item 102)
☐ Embankment (Item 104)
☐ Sub grade Preparation (Item 105)
☐ Aggregate Sub base Course (Item 200)
☐ Aggregate Base Course (Item 201)
☐ PCCP (Item 311)
☐ Others, specify: __________________________

Road Width (in meters): __________________________

Road Thickness (PCCP): __________________________

Estimated Road Length (in KM): __________________________
(Sum of the aggregate Road Sections to be covered by the project)

Related Structures:
☐ Bridge
☐ Drainage pipe Culvert
☐ Vented Spillway
☐ Side Drainage Ditch
☐ Overflow Spillway
☐ Box Culvert
☐ Side Slope Protection (riprap/stone masonry)

Others, specify: __________________________

________________________________________
Present Surface Condition

☐ Earth
☐ Gravel
☐ Asphalt
☐ PCCP

Present Road Classification

☐ Trail/Foot/Tire Path
☐ Callejon Road
☐ Private Road
☐ Barangay Road

Others, Specify: __________________________

__________________________

Accessibility of the Area

Name of road, which the proposed FMR will be connected:

Class of Road:
  ☐ Barangay
  ☐ Municipal
  ☐ Provincial
  ☐ National

Distance to Nearest Market/Trading Center (in km)

Name of Market: __________________________

Specific Location: __________________________

Proximity to Nearest Parallel Road (in km): __________________________

Counterpart Funding Scheme (if applicable):

<table>
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<tr>
<th>Source (LGU, etc.)</th>
<th>Kind (Labor, Materials, Cash)</th>
<th>Amount (PhP)</th>
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Development Type:

☐ Construction of new road/road opening
☐ Rehabilitation/Improvement (concreting)
Implementing Agency

☐ DA-RFU
☐ DPWH
☐ LGU
☐ Others, Specify: ________________________________

Mode of Implementation

☐ By Administration
☐ By Contract

Connectivity Rating

☐ Local Traffic
☐ Through Traffic

Is the FMR site prone to any irregular environmental occurrence that would adversely affect the condition of the present access way such as:

☐ Flooding
☐ Siltation
☐ Erosion
☐ Drought
☐ Others, Specify: ________________________________

Justification:

__________________________________________________________________________

Proponent’s Profile

Name: ____________________________ Position: ____________________________
Agency: __________________________ Address: ____________________________
Contact Number: __________________

Note: Attach the Barangay FMR Network Map

Validated/Evaluated by: ____________________________
Date of Validation/Evaluation: ____________________________