



HOUSING TECHNOLOGY AND TECHNICAL RESEARCH DEPARTMENT

External Services

| 4. REVIEW/EVALUATION OF RESILIENT HOUSING - NEW TECHNOLOGY BUILDING SYSTEM <i>Structural evaluation of the standard/proposed housing models using AITECH Accredited technologies with the assistance of DPWH-Bureau of Design.</i> | |
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| Office or Division: | Housing Technology and Technical Research Department |
| Classification: | Highly Technical |
| Type of Transaction: | G2B, G2G |
| Who may avail: | Proponents whose technologies are AITECH Accredited |
| CHECKLIST OF REQUIREMENTS | WHERE TO SECURE |
| Letter of request for evaluation and approval addressed to HTRD Department Manager (1 copy) | From the Proponent |
| Complete Set of Plans (Architectural, Structural, Electrical including design analysis, Plumbing, other necessary plans) (1 copy) | From the Proponent |
| Building Specifications/Technical Specifications (1 copy) | From the Proponent |
| Cost Estimates which includes detailed estimates and summary of estimates (1 copy) | From the Proponent |
| Structural Design Analysis (1 copy) | From the Proponent |
| Standard Title Block Reference | NHA-HTRD |



| CLIENT STEPS | | AGENCY ACTION | FEES TO BE PAID | PROCESSING TIME | PERSON RESPONSIBLE |
|---|---|--|-----------------|---------------------------|----------------------------------|
| PHASE 1: Submission and NHA Evaluation Phase | | | | | |
| 1.1 | Submission of application for evaluation | 1.1.1 NHA-HTTRD Admin accepts letter of application for evaluation and forwards to HTTRD Manager | None | 20 minutes | NHA-HTTRD Staff HTTRD Manager |
| 1.2 | Forward the Application to TRD for evaluation | 1.2.1 HTTRD Manager forwards the application to TRD for technical evaluation | None | 20 minutes | HTTRD Manager |
| | | 1.2.2 Conducts evaluation based on the existing building standards and NHA specifications | None | 7 days | TRD Evaluator |
| | | 1.2.3 If found in order: Drafts letter addressed to DPWH for further evaluation and submits to the GM for signature If not in order: Drafts letter to client for compliance of the comments | None | 1 day | NHA-HTTRD Staff |
| | | 1.2.4 Signing of the letter | None | 3 days | General Manager - NHA |
| | | 1.2.5 Submits letter with the attached technical documents to DPWH | None | 1 day | NHA-HTTRD Staff |
| Subtotal | | | None | 12 days 40 minutes | |



| CLIENT STEPS | | AGENCY ACTION | FEES TO BE PAID | PROCESSING TIME | PERSON RESPONSIBLE |
|--|---|--|-----------------|-----------------|-----------------------------|
| PHASE 2: DPWH Evaluation Phase and Approval | | | | | |
| | | 2.1 Accepts documents for evaluation | None | 1 day | DPWH-Bureau of Design (BOD) |
| | | 2.2 Conducts evaluation | None | 7 days | DPWH-Bureau of Design (BOD) |
| 2.2.1 | If found in order: DPWH Approval and Signing of the Plans and go to step 2.3.1 | 2.2.1 Drafts letter of approval and signs the plans | None | 3 days | DPWH-Bureau of Design (BOD) |
| 2.2.2 | If not in order: Submission of Letter and Checklist of Compliance to NHA | 2.2.2 NHA receives letter and Checklist of Compliance from DPWH and informs the client | None | 1 day | NHA-HTTRD Staff |
| 2.2.3 | Receipt of the letter with the attached DPWH checklist for compliance <i>Note: Once the client prepared the documents for compliance return back to step 1.2.3. until documents are found in order</i> | 2.2.3 Forwards the letter to the Client, with the attached DPWH checklist for compliance | None | 1 day | NHA-HTTRD Staff |



| CLIENT STEPS | | AGENCY ACTION | FEES TO BE PAID | PROCESSING TIME | PERSON RESPONSIBLE |
|---|--|---|-----------------|---------------------------|---|
| 2.3 | Receipt of approved documents and plans duly signed by the DPWH | 2.3.1 Receives approved documents and plans duly signed by the DPWH | None | 1 day | NHA-HTTRD Staff |
| | | 2.3.2 Signing of Plans | None | 5 days | Designated Signatories General Manager - NHA |
| | | 2.3.3 Informs and give copies of signed plans and documents to the client | None | 3 days | NHA-HTTRD Staff |
| Subtotal | | | None | 22 days | |
| PHASE 3: Dissemination of the Approved Plans and Documents to the Regional Offices | | | | | |
| 3.1 | Reproduction and Dissemination of the Approved Plans and Documents to the Regional Offices | 3.1.1 TRD-HTTRD to reproduce and disseminate the approved plans and documents to the regional offices | None | 7 days | TRD-HTTRD Staff |
| Subtotal | | | None | 7 days | |
| | | Total | None | 41 days 40 minutes | |

Note: if all requirements are complied and plans are found in order upon submission.