



Republic of the Philippines
DEPARTMENT OF TRANSPORTATION

Department Order No. 2022-007

**AN ORDER AMENDING SECTION 42 OF DEPARTMENT ORDER NO. 2020-005
AND PRESCRIBING THE SCHEDULE OF FEES AND CHARGES OF THE PHILIPPINE
RAILWAYS INSTITUTE FOR THE CONDUCT OF THE FUNDAMENTAL TRAINING COURSE
WITHOUT ITS OWN FACILITIES AND EQUIPMENT, ISSUANCE OF CERTIFICATES OF
COMPETENCY AND TRAIN DRIVER'S ID, AND COLLECTION THEREOF**

11 APRIL 2022

WHEREAS, the Government recognized the urgent need to develop the human resource capacities of railway personnel to ensure their availability and competence, and guarantee their compliance with generally accepted standards of practice, as well as rules and regulations pertaining to the safety, operations, and maintenance of railway lines;

WHEREAS, a competent workforce is necessary not only to operate, maintain, and sustain existing and new railway infrastructure projects under the Build, Build, Build Program, but also to provide for passengers' safety and satisfaction, which are the main goals of all railway personnel;

WHEREAS, on 21 November 2019, President Rodrigo Roa Duterte signed Executive Order No. 96, series of 2019 (EO 96), "Establishing the Philippine Railways Institute under the Department of Transportation as the Planning, Implementing, and Regulatory Agency for Human Resources Development in the Railways Sector", thus, creating the PRI as a research and training center under the Department of Transportation (DOTr);

WHEREAS, Section 1 of EO 96 mandated the PRI to serve as the planning, implementing, regulating, and administrative entity for the development of human resources in the railways sector to ensure efficient, reliable, and safe railway transportation services;

WHEREAS, under Section 2(g) of EO 96, PRI has the power to determine and collect reasonable fees, dues, or assessments relative to certification and accreditation, training, and other services by the PRI;

WHEREAS, DOTr Department Order (DO) No. 2020-005 or the Implementing Rules and Regulations (IRR) of EO 96 was later issued setting out in detail the mandate, powers, and functions of the PRI;

WHEREAS, Article III, Section 10 of the IRR provides that the PRI shall offer four (4) training courses: (1) Fundamental Training (FT) Course, (2) Refresher Training Course, (3) Capacity Development Training Course, and (4) Supervisory/Management Training Course;

WHEREAS, the FT Course aims to provide an industry level understanding of the knowledge, skills, and attitudes necessary in railway operations and maintenance (O&M), and shall focus on new railway personnel with O&M functions, including employees of third-party service providers, as endorsed by railway operators (ROs);

WHEREAS, under Article III, Section 11 of the IRR, as a condition precedent to the issuance of certificates, all new railway personnel shall undergo and complete the FT Course that is specific to their respective functions;

WHEREAS, Article II, Section 5(g) of the IRR reiterated the PRI's power to determine and collect reasonable fees, dues, and assessments relative to its training and other services;

WHEREAS, Article VIII, Section 45 of the IRR provides that in case the PRI building, facilities, and equipment are not yet fully operational and there is a need to start the FT Course, all new railway personnel, including train drivers, shall undertake their respective practical training in facilities to be arranged with existing ROs;

WHEREAS, despite the lack of the PRI building, facilities, and equipment, the DOTr deemed it necessary to launch the FT Course to capacitate incoming railway O&M personnel and prepare them in assuming their respective duties and responsibilities in new and extended railway lines;

WHEREAS, the PRI has made necessary arrangements with ROs to ensure that practical training is included in the training course, making it more holistic and effective;

NOW THEREFORE, I, ARTHUR P. TUGADE, Secretary of the DOTr, by virtue of the powers vested in me by law, hereby order the amendment of Section 42, and the adoption and implementation of the following schedule of fees and charges:

Section 1 AMENDMENT OF SECTION 42

Section 42 of the IRR is hereby amended to read as follows:

Section 42. Fees and Charges. Fees and charges in the conduct of training courses by the PRI shall be collected for railway personnel working with private railway operators, including employees of third-party service providers of both private and public railway operators, and other eligible persons as determined by the PRI. Meanwhile, personnel of public railway operators shall be subsidized by the DOTr and, thus, may avail of the PRI's training courses free of charge.

Moreover, fees shall be collected for the accreditation of RO training facilities and independent training centers. Subsequent guidelines shall be further issued to set out the said collection of fees.

Section 2 SCOPE

This DO shall be applicable to all new railway O&M personnel employed by private ROs who shall undergo the FT Course to be conducted by the PRI, including those employees of third-party service providers of both private and public ROs, and other eligible persons as determined by the PRI. The said fees and charges shall cover the direct costs of the services, which shall include the following:

- a. direct operating expenses of the PRI;
- b. textbooks and other training materials, including Personal Protective Equipment (PPE), as applicable;
- c. trainee's meals, except if training will be conducted online, as provided in Section 4(A) below; and
- d. Certificate of Competency and Train Driver's ID, as applicable.

On the other hand, the DOTr shall subsidize new railway O&M personnel who are employees of public ROs. Thus, they shall avail of the said training course free of charge as part of the

Government's continuing capacity development programs, except for the fees and charges in the issuance of certificates and train driver's ID pursuant to Section 4 (B) hereof.

Section 3

DEFINITION OF TERMS

Whenever used in this DO, the following terms shall have the respective meanings hereafter set forth:

- a. Certificate of Competency – an official document specifying the competency in which the holder thereof is authorized to serve and is issued after completion of the FT Course;
- b. Fees and Charges – levies imposed by national government agencies and government-owned or controlled corporations on the direct recipients of public goods and services they render in the exercise of their mandated regulatory and service delivery functions;
- c. Fundamental Training Course – also called the FT Course, is a training course that aims to provide industry level knowledge, skills, and attitudes on railway O&M to new railway personnel, consisting of core, departmental, and specialized competencies;
- d. New personnel – persons hired by the ROs less than six (6) months before the start of the conduct of the FT Course;
- e. O&M – operations and maintenance of railway system facilities, particularly, rolling stock, tracks and guideways, power supply, signaling, communications, automated fare collection, civil works, stations, and depot equipment;
- f. PRI – the Philippine Railways Institute established under EO No. 96, s. 2019 and shall be known as the Institute in this DO;
- g. Private Railway Operator – also called private RO in this DO, refers to a business entity which was granted a concession, franchise, or service contract to operate and maintain railway infrastructure;
- h. Public Railway Operator – also called public RO in this DO, refers to a unit of the Government responsible for operating and maintaining railway infrastructure; and
- i. Third-party Service Provider – any entity that provides services to public or private ROs for a fee.

Section 4

SCHEDULE OF FEES AND CHARGES

The PRI shall collect reasonable fees and charges for the conduct of the FT Course, and the consequent issuance of Certificates of Competency and train driver's ID, as applicable. As such, the following schedule of fees and charges are established:

A. Conduct of the FT Course

During the pilot run of the FT Course and in the succeeding cycles where the same training course is conducted without the PRI-owned facilities and equipment, the following training fees shall be applicable:

Competency	Training Fee
Train Drivers	
1. Commercial Train Driving	PHP 25,935
2. Non-Commercial Train Driving	
Non-Train Drivers	
1. Fare and Ticketing Management	PHP 24,615
2. Passenger Management	
3. Tracks and Guideways Maintenance	
4. Buildings and Facilities Maintenance	
5. Signaling and Communications Maintenance	
6. Power Supply and Distribution Maintenance	
7. Rolling Stock Maintenance	

Payment of the training fees by the private RO or third-party service provider or other eligible persons is, generally, a prerequisite for the personnel to start the FT Course with the PRI. As such, the same must be settled prior to the start of the training course. The personnel whose employer incurred late payments due to valid reasons may be accepted upon determination by the PRI.

Provided that, in case the training course is conducted through online platforms, meals amounting to PHP 16,200 per trainee shall be deducted from the fee mentioned above. Provided, further, that the private RO or third-party service provider or other eligible persons can provide its trainees with their own PPE, in which case, the PHP 1,850 covering the expenses for the same shall also be deducted from the training fee. Provided, finally, that the said PPE are compliant with the standards of the Department of Labor and Employment and other relevant regulatory agencies, and appropriate for the activities to be conducted as determined by the PRI.

B. Issuance of Certificates and Train Driver’s ID

Aside from the training fee, fees for the:

1. Certificates of Competency to be issued to all qualified railway personnel and trainees, and
2. train driver’s ID to be issued to qualified train drivers

should also be paid prior to the start of the training course, following the schedule of fees below:

Document	Fee
Train driver's ID	PHP 50
Certificate of Competency	PHP 25

The said fees shall also be applicable in cases of lost IDs and certificates, and renewal of the same.

C. Determination of Fees

In the determination of the above-mentioned training fees, consultations with various government agencies that provide training services, such as the Civil Aviation Training Center, Construction Manpower Development Foundation, Philippine Trade Training Center, Development Academy of the Philippines, Civil Service Institute, and Commission on Audit, among others, were conducted. Moreover, the existing ROs were also consulted before the finalization of this DO.

D. Subject to Change/s

The fees in Section 4 hereof are subject to change/s as may be deemed necessary and after legal review. Provided that, on the basis of prevailing inflation rate, the PRI, through its Executive Director, shall be allowed to adjust and impose a corresponding increase on the above-mentioned fees. Provided, further, that should the PRI building, including its training facilities and equipment, be start to become operational, the PRI shall set a new schedule of fees to cover the operational and maintenance expenses of such assets through the issuance of another DO by the DOTr Secretary.

Moreover, the ROs, railway personnel, and the public shall be notified prior to such change/s.

**Section 5
PAYMENT AND COLLECTION**

The payment of fees as herein stated shall be made by the private RO or third-party service provider or other eligible persons to the PRI through bank deposit to the DOTr's bank account with the Development Bank of the Philippines. In turn, an Acknowledgment Receipt shall be issued by the PRI upon the RO's presentation of proof of the said deposit.

The DOTr-Treasury Division shall assist the PRI in the collection of the fees established in this DO. Moreover, existing general accounting rules and regulations shall be made applicable.

**Section 6
CONVERSION FROM CERTIFICATE OF APPEARANCE TO CERTIFICATE OF
COMPETENCY**

Other eligible persons as determined by the PRI, such as graduating students and Overseas Filipino Workers, may undergo the FT Course without paying the training fees under Section 4 hereof. However, they shall be only be issued a Certificate of Appearance upon passing the Comprehensive Examinations for the FT Course. Once hired by a private RO or third-party service provider, the private RO or third-party service provider shall pay for their training fees, and upon such payment, their Certificate of Appearance shall be converted to a Certificate of Competency. Fees for printed textbooks for Cycles 1 and 2 trainees, however, need not be included in the training fee as electronic copies of textbooks shall be provided during the training course.

Only upon conversion of the Certificate of Appearance into a Certificate of Competency can the trainee be allowed to work for a private RO or third-party service provider. Provided, further, that in case the trainee is hired by a public RO or DOTr, the Certificate of Appearance shall automatically be converted into a Certificate of Competency upon proof of hiring (i.e., there is no need to pay without payment of the training fees). Nevertheless, fees for the issuance of certificates and train driver's ID, whichever is applicable, must be settled before issuance thereof.

Section 7 SEPARABILITY CLAUSE

If, for any reason, any section or provision of this DO is declared unconstitutional or invalid, the other sections or provisions hereof not affected by such declaration shall remain in full force and effect.

Section 8 EFFECTIVITY

This DO shall take effect fifteen (15) days after its publication in the Official Gazette or in a newspaper of general circulation and upon filing with the University of the Philippines Law Center.

ARTHUR P. TUGADE

Secretary

