



Republic of the Philippines
DEPARTMENT OF TRANSPORTATION

DEPARTMENT ORDER NO. 2024-019

Subject : AN ORDER PRESCRIBING SCHEDULE OF FEES AND CHARGES FOR THE SALE OF TEXTBOOKS TO RAILWAY OPERATORS, TRAINEES, COLLEGES AND UNIVERSITIES, STUDENTS, STAKEHOLDERS, AND OTHER INTERESTED PARTIES

Date : OCT 29 2024

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 the 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, but also to ensure passengers' safety and satisfaction, which are the main goals of all railway personnel;

WHEREAS, on 21 November 2019, Executive Order (EO) No. 96, series of 2019, otherwise known as "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", was issued mandating the PRI 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, the PRI has the power to determine and collect reasonable fees, dues, or assessments relative to its certification and accreditation, training, and other services;

WHEREAS, DOTr Department Order (DO) No. 2020-005 or the Implementing Rules and Regulations (IRR) of EO 96 provides that the PRI shall offer four (4) training courses: (1) Fundamental Training (FT) Course, (2) Refresher Training (RT) Course, (3) Capacity Development Training (CDT) Course, and (4) Supervisory/Management Training (SMT) Course;

WHEREAS, pursuant to Section 8 (b) of DO 2020-005, the PRI, through its Training Division (TD), has the authority to formulate, develop, and publish curricula, training materials, textbooks, and instructors' manuals involving railway operations and maintenance (O&M) for the development of competencies of the human resource in the railway sector;

WHEREAS, PRI textbooks, consisting of 14 volumes, were created and are currently being used by the instructors as the main reference for the FT Course;

WHEREAS, the aforementioned textbooks were registered with the National Library of the Philippines with an identified International Standard Book Number (ISBN);

WHEREAS, the PRI textbooks are now also being used by railway operators (ROs), railway personnel, different colleges and universities, including railway enthusiasts as reference in courses related to railway engineering and management;

WHEREAS, due to the demand from the ROs, railway personnel, and different colleges and universities to acquire additional copies of the textbooks, the sale of such to interested stakeholders will promote railway-related courses and encourage the development of human resources for the railway sector;

WHEREAS, the sale of the said textbooks shall comply with the existing auditing laws, rules, and regulations issued by the Government;

NOW, THEREFORE, I, JAIME J. BAUTISTA, Secretary of the DOTr, by virtue of the powers vested in me by law, hereby order the adoption and implementation of this DO prescribing schedule of fees and charges for the sale of textbooks to the ROs, students, stakeholders, and other interested parties.

Section 1

SCOPE

This DO shall cover the sale of PRI textbooks to all ROs, universities, and colleges that offer Railway Engineering courses and other railway or related courses; railway enthusiasts; and other interested parties. The said fees and charges shall cover the direct costs for the creation of textbooks, including the engagement of third-party services for the textbooks' copyright and publication, and other related expenses.

Section 2

DEFINITION OF TERMS

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



- a. **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;
- b. **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;
- c. **New personnel** - persons hired by the ROs on December 1, 2020 and later;
- d. **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;
- e. **PRI** - the Philippine Railways Institute established under EO No. 96, s. 2019 and shall also be known as the Institute in this DO;
- f. **Private Railway Operator** - also called private RO in this DO, refers to a business entity that was granted a concession, franchise, or service contract to operate and maintain a railway infrastructure;
- g. **Public Railway Operator** - also called public RO in this DO, refers to a unit of the government responsible for the operations and maintenance of a railway infrastructure;
- h. **Railway Enthusiast** - any person who is interested in any activity of railway transportation and railway system;
- i. **Refresher Training Course** - also called the RT Course, is a training conducted by the Institute to enhance the knowledge, skills, and attitude of railway O&M of existing O&M personnel, and is only applicable to existing railway personnel who were employed before December 1, 2020; and
- j. **Third-party Service Provider** - any entity that provides services to public or private ROs for a fee.

Section 3

SCHEDULE OF FEES AND CHARGES

The PRI shall collect reasonable fees and charges for the sale of textbooks. As such, the following schedule of fees and charges is established.

A. Sale of Textbooks

The textbooks published by the PRI shall be subject for sale to ROs, trainees, stakeholders, schools, railway enthusiasts, and other interested parties in general. The price of textbooks are as follows:

TEXTBOOK	PRICE LIST	
	Hardbound copy	E-copy
Volume 1 - Core Competency: Values and Human Skills	PHP 900.00	PHP 360.00
Volume 2 - Core Competency: Institutional Framework	PHP 500.00	PHP 200.00
Volume 3 - Core Competency: Technical Knowledge and Safety	PHP 2,890.00	PHP 1,160.00
Volume 4 - Departmental Competency: Operation	PHP 1,860.00	PHP 750.00
Volume 5 - Departmental Competency: Maintenance	PHP 2,800.00	PHP 1,120.00
Volume 6 - Specialized Competency: Passenger Management	PHP 1,420.00	PHP 570.00
Volume 7 - Specialized Competency: Fare and Ticketing Management	PHP 1,620.00	PHP 650.00
Volume 8 - Specialized Competency: Commercial Train Driving	PHP 3,000.00	PHP 1,200.00
Volume 9 - Specialized Competency: Non-Commercial Train Driving	PHP2 ,310.00	PHP 930.00
Volume 10 - Specialized Competency: Tracks and Guideways Maintenance	PHP 2,050.00	PHP 820.00

TEXTBOOK	PRICE LIST	
	Hardbound copy	E-copy
Volume 11 - Specialized Competency: Buildings and Facilities Maintenance	PHP 1,430.00	PHP 580.00
Volume 12 - Specialized Competency: Power and Supply Maintenance	PHP 1,970.00	PHP 790.00
Volume 13 - Specialized Competency: Signaling and Communications Maintenance	PHP 1,620.00	PHP 650.00
Volume 14 - Specialized Competency: Rolling Stock Maintenance	PHP 3,990.00	PHP 1,600.00
One Set	PHP 28,360.00	PHP 11,380.00

The rates of textbooks shall be subject to increase but not more than the rate of inflation rate, taking into consideration the increase in the cost of the preparation and publication, through a Special Order to be issued by the PRI Executive Director.

Section 4
PROCUREMENT OF PUBLICATION SERVICES

The PRI, in the development of its textbooks, may procure materials and services to facilitate its publication efforts and other related activities in accordance with R.A No. 9184, otherwise known as the Government Procurement Reform Act, as amended.

Section 5
PAYMENT AND COLLECTION

Payment for textbooks shall be deposited to the DOTr’s designated Trust Account. The issuance of Official Receipts (ORS) shall be administered by the Administrative Service – Cash Division following the observed procedure if cash is paid directly to the DOTr.

For online payments, Acknowledgment Receipts (ARs) shall be issued by the DOTr’s Chief Accountant following the set of procedures for online payments.

In both instances, the PRI shall coordinate with the Administrative Service – Cash Division and Finance Service – Accounting Division for the receipt of collection transactions.

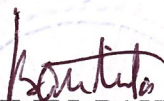
All collections from the sale of textbooks shall accrue to the General Fund of the Bureau of Treasury.

Section 6
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 7
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.


JAIME J. BAUTISTA
Secretary

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