



Republic of the Philippines  
Province of Davao de Oro  
**MUNICIPALITY OF MONKAYO**

**OFFICE OF THE MUNICIPAL MAYOR**

*2<sup>nd</sup> Floor, Unity Building, J. Martin St., Government Center, Poblacion, Monkayo, Davao de Oro*

**EXECUTIVE ORDER NO. 2020 - 048**

**REORGANIZING THE PERFORMANCE MANAGEMENT TEAM (PMT) ON THE  
IMPLEMENTATION OF THE AMENDED STRATEGIC PERFORMANCE  
MANAGEMENT SYSTEM (SPMS) OF THE LOCAL GOVERNMENT OF  
MONKAYO, DAVAO DE ORO**

WHEREAS, pursuant to Civil Service Commission (CSC) Resolution No. 1200481 promulgated on March 16, 2012 and CSC Memorandum Circular No. 6 s. 2012 was issued directing all heads of agencies including local governments to establish and implement their Agency's respective Strategic Performance Management System (SPMS);

WHEREAS, Section 33, Chapter 5, Book V of Executive Order No. 292 provides that "there shall be established a performance evaluation system, which shall be administered in accordance with rules, regulations and standards promulgated by the Civil Service Commission for all officers and employees in the career service". Such performance evaluation system shall be administered in such manner as to continually foster the improvement of individual employee efficiency and organizational effectiveness;

WHEREAS, to address the gaps and weaknesses found in the previous performance evaluation systems, the CSC pilot tested Strategic Performance Management System (SPMS) that gives emphasis to the strategic alignment of the CSC's thrust with the day to day operations of the local governments. It focuses on measures of performance Road Map vis-à-vis targeted milestones and provided scientific and verifiable basis in assessing organizational performance and the collective performance of individuals within the organization;

WHEREAS, Executive Order No. 80 dated July 20, 2012 was issued by then President Benigno S. Aquino III which provides for the Adoption of a Performance-Based Incentive System for government employees. It advocates for the rationalization of the current incentive system in government which is generally characterized by across the board bonuses. It also emphasized the need to strengthen the performance monitoring and appraisal system which links individual performance to organization outcome and performance;

WHEREAS, Item 1 (d) of Joint Resolution No. 4 (Governing Principle of the Modified Compensation and Position Classification System and Base Pay Schedule of the Government) enacted by the Congress of the Philippines, states that a "performance-based incentive scheme which integrates personnel and organizational performance shall be established to reward civil servants and well performing institutions."

WHEREAS, there is a need to strengthen performance monitoring and appraisal system of the local government to establish and implement a Performance-Based Incentive (PBI) system that will motivate higher performance and greater accountability in the public sector and ensure the accomplishment of commitments and targets under the five (5) Key Results Areas (KRAs) laid down in Executive Order No. 43 s. 2011;

WHEREAS, the Performance Management Team (PMT) of this local government was previously created and was recently amended through Executive Order No. 2018-004 dated January 3, 2018. However, due to some changes and development in the bureaucracy, the necessity to reorganize the existing composition of the PMT is considered imperative.

*my file: N/A*



NOW, THEREFORE, I, **RAMIL L. GENTUGAYA**, Municipal Mayor, Municipality of Monkayo, Davao de Oro, by virtue of the powers vested in me by law, do hereby **ORDER REORGANIZING THE PERFORMANCE MANAGEMENT TEAM (PMT) ON THE IMPLEMENTATION OF THE AMENDED STRATEGIC PERFORMANCE MANAGEMENT SYSTEM (SPMS) OF THE LOCAL GOVERNMENT OF MONKAYO, DAVAO DE ORO**

**SECTION I. COMPOSITION**

PERFORMANCE MANAGEMENT CHAMPION: **RAMIL L. GENTUGAYA**  
Municipal Mayor

**PERFORMANCE MANAGEMENT TEAM**

ACTION OFFICER: **ENGR. SUNSHINE G. PAULIN, Ph.D.**  
OIC- Human Resource Management Officer

**MEMBERS:**

**GERONIMO O. BALANA, MPA**  
Mun. Planning & Development Coordinator  
(Career service employee directly responsible for organizational planning)

**ELYN M. ATIENZA, CPA, MPA**  
Municipal Accountant  
(Career service employee directly responsible for financial management)

**RENANTE P. RUCABO**  
Vice President, Accredited employee association in the agency

**EVELYN M. DINOPOL, CPA, MPA**  
Municipal Budget Officer

**MARIOLITO L. CAMANGYAN**  
Municipal Treasurer

**SECRETARIAT:**

HEAD: **NIDA F. JAGONOS** *NFJ* Administrative Aide IV  
(Focal Person, Personnel Inspection and Audit)

**MORENA GERARDO**  
**MAREZMER D. MARQUEZ**  
**LANE S. EBE**

**SECTION II. DUTIES AND FUNCTIONS**

**SPMS CHAMPION**

- Primarily responsible and accountable for the establishment and implementation of the SPMS;
- Sets agency performance goals/objectives and performance measures;
- Determines agency targets setting period;
- Approves Office Performance Commitment and Rating;
- Assess performance of offices.

**PERFORMANCE MANAGEMENT TEAM**

- Sets consultation meeting of all Heads of Offices for the purpose of discussing the targets set in the Office Performance Commitment and Rating (OPCR) Form;
- Ensure that the office performance targets and measures, as well as the budget are aligned with those of the agency and that work distribution of offices/units is rationalized;
- Recommend approval of the Office Performance Commitment and Rating to the Head of Agency/SPMS Champion;
- Act as appeal body and final arbiter for performance management issues of the agency.

**HUMAN RESOURCE MANAGEMENT OFFICE**

- Monitor submission of Individual Performance Commitment and Review Form by heads of offices;
- Review the Summary of List of Individual Performance Rating to ensure that the average performance of employees is equivalent to or not higher than the Office Performance Rating as recommended by the PMT and approved by the Head of Agency;
- Provide analytical data on retention, skill/competency gaps and talent development plans that align with strategic plans;
- Coordinate developmental interventions that will form part of the HR Plan.

**SECTION III. REMUNERATION.** The Performance Management Team and Secretariat shall be entitled to an honorarium at Five Hundred Pesos (P 500.00) per meeting but not to exceed Two Thousand Pesos (P 2,000.00) per month taking into consideration the additional responsibilities on the SPMS process and its cycle and to ensure efficient and effectiveness of organizational outcome in the bureaucracy.

**SECTION IV. EFFECTIVITY.** This Order shall take effect immediately and shall remain in full force and effect unless otherwise modified, amended or repealed accordingly.

**DONE** this 22<sup>nd</sup> day of September, 2020 at Monkayo, Davao de Oro.

**RAMIL L. GENTUGAYA**

Municipal Mayor