



Republic of the Philippines
Province of Oriental Mindoro
MUNICIPALITY OF PINAMALAYAN

OFFICE OF THE MUNICIPAL MAYOR

Madrid Blvd., Zone III, Pinamalayan, Oriental Mindoro 5208
Email: mayoroffice@pinamalayan.gov.ph
Telephone No. 043-284-3146

EXECUTIVE ORDER NO. 05-2018

AN ORDER RECONSTITUTING EXECUTIVE ORDER NO. 026-2016 "AN ORDER CREATING THE PERFORMANCE MANAGEMENT TEAM (PMT) IN THE MUNICIPALITY OF PINAMALAYAN, PROVINCE OF ORIENTAL MINDORO" AND DEFINING ITS FUNCTIONS

WHEREAS, the Civil Service Commission through Resolution No. 1200481 dated March 16, 2012 promulgates the "Guidelines in the Establishment and Implementation of Agency Strategic Performance Management System (SPMS);

WHEREAS, the Performance Management System (PMS) is a set of processes for establishing a shared understanding of agency's GOALS to develop competent and credible civil servants;

WHEREAS, the creation of Performance Management Team (PMT) is mandatory to each agency to act as partner of management meeting organizational performance goals;

WHEREAS, the team is designated to be responsible and accountable for the establishment and implementation of the SPMS;

NOW THEREFORE, I, ARISTEO A. BALDOS, JR., Municipal Mayor of Pinamalayan, by virtue of the power vested in me by law do hereby order the reconstitution of Performance Management Team (PMT) in the Municipality of Pinamalayan, Oriental Mindoro as follows:

Section I. COMPOSITION. The Performance Management Team (PMT) shall be composed of the following:

CHAIRPERSON:

MR. ROSENIO A. TORIANO - MPDC/MGDH I

MEMBERS:

MS. MIRASOL J. SANTOS - Municipal Administrator
MS. NEMIA B. MONSANTO - Administrative Officer IV/HRMO II
MS. JUDY DG. MORENTE - Municipal Accountant
MS. ZAIDA D. MICIANO - Municipal Budget Officer
MR. PLARIDEL S. CUPIADO - Acting Municipal Treasurer

1 Representative chosen by the duly accredited employee's association of the Local Government Unit. In case there is no accredited employee's association in the agency, the representative shall be chosen at large by the employees through general assembly.



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Section II. COMPOSITION OF CALIBRATORS AND VALIDATORS.

TEAM LEADER:

MR. JAN-NEIL H. EVANGELISTA - ISA II/CeC Manager

a. CALIBRATORS

MS. SONIA C. ABEL - Head/Administrative Officer III

MEMBERS:

MS. EVA CRISTETA L. METIN - Administrative Assistant II
MS. FLORENDA R. SABALVARO - Public Health Nurse
MS. LEONIDA I. CLANZA - Administrative Aide IV
MS. RODEL L. POMPA - Agricultural Technologist
MS. MA. CORAZON P. DINGLASAN - Administrative Assistant II
MS. CECILIA M. NABONG - Administrative Aide III

b. VALIDATORS

MS. EUNICE P. MAGCULANG - Head/Administrative Officer II

MEMBERS:

MS. MARICEL I. MAGCAMIT - Social Worker Officer III
MS. MICHELLE M. SULIT - Administrative Aide III
MS. GINA S. LANOT - Administrative Aide IV
MS. MA. LOURDES A. DE GULA - Computer Operator I
MS. MARIA CORAZON F. MARAYAN - Legislative Staff Officer I
MR. NORMAN T. DELA CRUZ - Zoning Officer II
MR. NEIL ADRIAN C. ABRENICA - LDRRMO I

The calibrators and validators shall assist the PMT in the execution of its duties and functions.

Section III. OBJECTIVES OF PERFORMANCE MANAGEMENT TEAM (PMT). The Performance Management Team (PMT) shall have the following objectives:

1. To ensure organizational effectiveness and improvement of individual employee's efficiency by cascading institutional accountabilities to the various level of the organization.
2. To link Performance Management with other Human Resource System and ensure adherence to the principle of performance-based tenure and incentive system.

Section IV. DUTIES AND FUNCTIONS. The team shall perform the following duties and function, to wit;



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1. Sets consultation meeting of all Heads of Offices to discuss the office performance commitment and rating.
2. Ensures the office performance targets, measure and budget are aligned with those of the agency.
3. Recommends approval of the performance commitment and rating.
4. Acts as appeals body and final arbiter.
5. Identifies potential top performers for awards.
6. Adopt its internal rules, procedures and strategies in carrying out responsibilities.

Section V. SECRETARIAT. The following municipal employees shall serve as the secretariat of the Performance Management Team (PMT):

MS. ANN MARIEL A. GALVEZ - Head/Research And Evaluation Assistant

MEMBERS:

MR. PAUL JOHN D. MAMPUSTI - Administrative Aide V
MS. MARIA LOURDES CHARLENE M. DE AUSEN - Administrative Aide III
MR. RANDY S. RODIL - Audio Visual Aids Technician I
MS. RIZZA S. DELA VEGA - Administrative Aide IV
MS. ARMINDA M. ORACION - Administrative Aide III

Section VI. EFFECTIVITY. This Executive Order shall take effect immediately.

Done this 9th day of **February 2018** in the Municipality of Pinamalayan, Oriental Mindoro.


ARISTEO A. BALDOS, JR.
Municipal Mayor