



REPUBLIC OF THE PHILIPPINES
PROVINCE OF DAVAO DEL NORTE
OFFICE OF THE PROVINCIAL GOVERNOR

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Integrity
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Administrative Order No. 06
Series of 2016

AN ORDER CREATING THE COMPOSITION OF THE PERFORMANCE MANAGEMENT TEAM (PMT) AND DESIGNATING SPMS CHAMPION AS KEY PLAYERS IN THE IMPLEMENTATION OF STRATEGIC PERFORMANCE MANAGEMENT SYSTEM (SPMS) OF THE PROVINCIAL GOVERNMENT OF DAVAO DEL NORTE

Whereas, Section 33, Chapter 5, Book V of Executive Order No. 292, provides that there shall be an established 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 a manner as to continually foster the improvement of individual employee efficiency and organizational effectiveness";

Whereas, Executive Order No. 80, s. 2012 has emphasized the need to establish and implement a Performance-Based Incentive System that will motivate higher performance and greater accountability in the public sector by strengthening the Strategic Performance Management System which has been pilot-tested by the Civil Service Commission;

Whereas, the Civil Service Commission, in its Resolution No. 1200481 dated March 15, 2012 promulgated the guidelines in the establishment and implementation of the Agency Strategic Performance Management System (SPMS) and is directing all agencies to establish and implement the same based on the give guidelines;

Whereas, the above cited SPMS guidelines has emphasized the need to shift this kind of performance appraisal in order to correct the flaws that were encountered in the previous and current performance evaluation system where it only focused on the individual appraisals which are just pre requisites to promotion and other performance based incentives;

Whereas, in adherence to the above directive which adopts a system that ensures linkage on individual performance vis-à-vis the agency's organizational vision, mission and strategic, there is a need to establish the subject SPMS key players;

Now, therefore, I, **ANTONIO RAFAEL G. DEL ROSARIO**, Governor of Davao del Norte Province, by virtue of the power vested in me by law, do hereby order the following:

Section 1. Designation and Functions of SPMS Champion

The Provincial Administrator, is hereby designated as the SPMS Champion who shall perform the following functions:

- a. Primarily responsible and accountable for the establishment and implementation of the SPMS;
- b. Sets agency performance goals/objectives and performance measures;



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- c. Determines Agency target setting period;
- d. Approves Office Performance Commitment and Rating;
- e. Assesses performance of offices.

Section 2. Creation, Composition and Functions of Performance Management Team (PMT)

There shall be a Performance Management Team which shall be composed of the following:

CHAIRPERSON:

PROVINCIAL ADMINISTRATOR

This Province

MEMBERS:

P.G. DEPARTMENT HEAD

Provincial Budget Office
This Province

P.G. DEPARTMENT HEAD

Provincial Assessor's Office
This Province

P.G. DEPARTMENT HEAD

Provincial Human Resource Management
Office
This Province

P.G. DEPARTMENT HEAD

Provincial Agriculturist's Office
This Province

P.G. DEPARTMENT HEAD

Provincial Planning and Development Office
This Province

P.G. DEPARTMENT HEAD

Provincial Health Office
This Province

PROVINCIAL TREASURER

Provincial Treasurer's Office
This Province

P.G. DEPARTMENT HEAD

Provincial Economic Enterprise and
Development Office
This Province

P.G. DEPARTMENT HEAD

Provincial Environment and Natural Resources
Office
This Province

P.G. DEPARTMENT HEAD

Provincial Social Welfare and Development
Office
This Province

P.G. DEPARTMENT HEAD

Provincial General Services Office
This Province

P.G. DEPARTMENT HEAD

Provincial Veterinarian's Office
This Province

P.G. DEPARTMENT HEAD

Provincial Accountant's Office
This Province

P.G. DEPARTMENT HEAD

Provincial Engineer's Office
This Province

P.G. DEPARTMENT HEAD

Provincial Information Office
This Province

P.G. DEPARTMENT HEAD

Office of the Secretary to the Sanggunian
This Province

P.G. DEPARTMENT HEAD

Provincial Legal Office
This Province



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Integrity
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DPGEA PRESIDENT

This Province

2nd LEVEL EMPLOYEE REPRESENTATIVE

This Province

1st LEVEL EMPLOYEE REPRESENTATIVE

This Province

CHIEF OF HOSPITAL

DDN Hospital -Kapalong Zone

CHIEF OF HOSPITAL

DDN Hospital- IGACOS Zone

CHIEF OF HOSPITAL

DDN Hospital- Carmen Zone

The PERFORMANCE MANAGEMENT TEAM shall perform the following functions:

- a. Sets consultation meeting of all Heads of Office for the purpose of discussing the targets set in the Office Performance Commitment and Review;
- b. Ensure that 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;
- c. Recommends approval of the Office Performance Commitment and Review to the Head of Agency;
- d. Acts as appeals body and final arbiter for performance management issues of the agency;
- e. Identifies potential top performers and provide inputs to the PRAISE Committee for grant of awards and incentives;
- f. Adopts its own internal rules, procedures and strategies in carrying out the above responsibilities including schedule of meetings and deliberations and delegation of authority to representatives in case of absence of its members.

Section 3. SECRETARIAT

The staff of the Provincial Human Resource Management Office shall serve as the Team's secretariat.

Section 4. EFFECTIVITY

This Order shall take immediately and shall remain in force unless otherwise rescinded and/or revoked.

Done in the Provincial Government Center, Mankilam, Tagum City, Davao del Norte on _____.


ANTONIO RAFAEL G. DEL ROSARIO
Governor