



Republic of the Philippines
Bangsamoro Autonomous Region in Muslim Mindanao
OFFICE OF THE CHIEF MINISTER

Bangsamoro Government Center, Governor Gutierrez Avenue, Rosary Heights VII, Cotabato City 9600

MEMORANDUM

Order No. 00705

Series of 2023

TO: ALL OFFICES, SERVICES, DIVISIONS, SPECIAL PROGRAMS, AND ATTACHED OFFICES UNDER THE OFFICE OF THE CHIEF MINISTER
Bangsamoro Autonomous Region in Muslim Mindanao

SUBJECT: AN ORDER RECONSTITUTING THE STRATEGIC PERFORMANCE MANAGEMENT REVIEW TEAM (SPMRT) AND ITS SECRETARIAT UNDER THE OFFICE OF THE CHIEF MINISTER - BANGSAMORO AUTONOMOUS REGION IN MUSLIM MINDANAO (OCM - BARMM), ITS ATTACHED OFFICES, AND NAMING THE MEMBERS THEREOF

DATE: 26 Rajab 1444 AH | 17 February 2023

WHEREAS, the establishment of a Strategic Performance Management System (SPMS) is in line with the mandate of the Civil Service Commission (CSC), and the declared policy of the Bangsamoro Government to adopt measures to promote morale, efficiency, integrity, responsiveness, progressiveness, and courtesy in the civil service, and take cognizance of the aspirations of the Bangsamoro people and other inhabitants in the Bangsamoro Autonomous Region in Muslim Mindanao (BARMM) to chart a responsive, effective and efficient bureaucracy;

WHEREAS, the SPMS aims to provide the means through which better results can be achieved from the organization, offices, and individuals;

WHEREAS, the Office of the Chief Minister (OCM) recognizes SPMS as a vital part of the commitment to ensuring fulfillment of the functions of the office and employees, as well as for assessing the accomplishments through well designed strategies, methods, and tools;

WHEREAS, the Guidelines in the Establishment and Implementation of Agency Performance Management System under MC No. 6, s. 2012 and CSC Resolution No. 1200481, as further reiterated under MC No.8, s. 2013 on the Results Based Performance Management System (RBPMS), the OCM shall establish mechanisms of setting standards to align individual objectives and performance to the office's vision, mission, and strategic goals.

WHEREAS, Section 25 (2) subsection (d) of the Bangsamoro Autonomy Act No. 13 otherwise known as the Bangsamoro Administrative Code mandates the OCM to consolidate all Strategic Performance Management System (SPMS) ratings of all employees in the Office of the Chief Minister, attached offices thereto, ministries and offices thereunder;

WHEREAS, pursuant to Civil Service Commission (CSC) Memorandum Circular No. 6, Series of 2012, the Office of the Chief Minister is mandated to implement the Strategic

Performance Management System (SPMS) for officials and personnel of the Office of the Chief Minister-Bangsamoro Autonomous Region in Muslim Mindanao (OCM-BARMM);

WHEREAS, with the approval of the Office of the Chief Minister's revised SPMS policy known as the Office of the Chief Minister-Strategic Performance Management System (OCM-SPMS), the growing number of regular employees in the OCM, and the inclusion of the Attached Offices in the implementation as indicated in the policy, the undersigned being the SPMS Champion, hereby orders the reconstitution of the SPMRT, its Secretariat both Proper and Expanded, identifying its key players, and describing their respective functions as provided for in the recently approved revised OCM-SPMS.

NOW, THEREFORE, I, AHOD B. EBRAHIM, Chief Minister of the Bangsamoro Autonomous Region in Muslim Mindanao, by virtue of the power vested upon me by law, do hereby reconstitute the STRATEGIC PERFORMANCE MANAGEMENT REVIEW TEAM (SPMRT) and naming the members hereof as follows:

SECTION 1. COMPOSITION. This Order shall be applicable to the SPMRT of the OCM BARMM for all career service employees, and non-career employees as may be proper, in the OCM Proper, Special Programs, and Attached Offices.

A. The Strategic Performance Management Review Team (SPMRT)

Chairperson: **NARCISA D. MACOG**
Director III, Administrative Management Service

Vice Chairperson: **WINDEL P. DIANGCALAN**
Director III, Technical Management Service

Members:

1. **MARIAM M. DAUD**
Director III, Finance and Management Service
2. **BADRUDIN A. EBRAHIM**
Director III, Intelligence and Security Service
3. **GAFUR A. KANAIN**
Director II, Bangsamoro Liaison Office in Metro Manila, *or the authorized alternate representative*
4. **AMEEN ANDREW L. ALONTO**
Executive Director, Bangsamoro Information Office, *or the authorized alternate representative*
5. **MOHAMAD O. PASIGAN**
Chairperson, Bangsamoro Board of Investment, *or the authorized alternate representative*
6. **JONATHAN M. MANTIKAYAN**
Executive Director II, Bangsamoro Information and Communications Technology, *or the authorized alternate representative*

- 7. EDGARDO B. RAMIREZ**
Executive Director, Office for Settler Communities, *or the authorized alternate representative*
- 8. ABUHURAIRA A. UDASAN**
Bangsamoro Mufti, Bangsamoro Darul-Ifta', *or the authorized alternate representative*
- 9. LADY HANIFAH R. MINDALANO-ALONTO**
Chief, Human Resource Management Division, *or the authorized alternate representative*
- 10. LO IVAN R. CASTILLON**
Chief/Planning Officer V, TMS-Planning and Management Division
- 11. ATTY. MACACUNA B. MACADATO**
Attorney V
Legal and Legislative Liaison Office
- 12. ASNAIFA B. BALINDONG-POLAO**
Chief, Procurement Service
- 13. KAMILAH S. UNDA**
Chief, Bangsamoro Library and Archives
14. Medical Officer V of The Clinic, *or the authorized alternate representative*
15. Program Manager or Chief of the Special Programs with regular plantilla
16. President of the Employees' Association of the Office of the Chief Minister or the authorized alternate representative, chosen through a general election or assembly

B. The SPMRT Secretariat Proper – shall be led by the Chief Administrative Officer of the TMS-Planning and Management Division. They shall be responsible for the collection, review, and consolidation of various Office PCRF in the OCM, the Special Programs, and the Attached Offices to ensure its alignment with the mandates and deliverables of the OCM, and unit targets and commitments are properly cascaded to the individual PCRF of the employees. They shall be closely coordinating with the Expanded Secretariat to ensure all SPMS requirements are harmonized and compliant with the policies and relevant provisions of the revised SPMS policy.

Lead : **FARHANNA S. SANGUAN**
Planning Officer III, Planning and Management Division, *or authorized alternate representative*

Members : **MOHAMMAD NUR A. ABDULMAGUID**
Planning Officer IV

ALMUHANDEZ D. OMAR

Project Evaluation Officer III

NORHODA A. MANDUYOG

Statistician II

SITTIE NOR S. BASCARA

Project Evaluation Officer II

TASNEEM U. DONIA

Planning Officer II

JANINE AISA T. KASAN

Planning Officer II

MONSO Z. BDO

Planning Officer I

HAIFA A. ORLASAN

Project Evaluation Officer II

WALEED M. EBRAHIM

Project Evaluation Officer II

JUIALEL BIN HEBNIE M. CANDA

Project Evaluation Officer II

DATU RACEL C. DATUMANONG

Project Evaluation Officer I

- C. **The SPMRT Expanded Secretariat** – shall be led by the Supervising Administrative Officer of the Human Resource Management Division, with direct guidance from the HRMD Chief. They shall be responsible for the collection, review, and consolidation of IPCRF, Coaching and Mentoring Journals, and IDPs in coordination with the HRMD Secretariat of the Personnel Development Committee.

Lead

: **NUR-AISHA C. PACASEM**

Supervising Administrative Officer (HRMO IV),
Human Resource Management Division

REISHMA A. ABAS

Administrative Officer V (HRMO III)

ARHAM L. KAMENSA

Administrative Officer IV (HRMO II)

JUVILYN Y. EBAO

Administrative Officer III (Records Officer II)

CZAREENA U. PAGUITAL

Executive Assistant I

FAHAD G. HADJI YASSER

Administrative Officer III

YASSER M. DATUCABILE
Administrative Officer II

DATU ALDREN S. UTTO
Administrative Officer II

AYESHA M. PANGCOGA
Administrative Officer II

HARRIZ M. LAUBAN
Information Analyst I

HANEEN S. MOLIVA
Administrative Assistant III

JEHANNA S. ABDUL
Administrative Assistant III

CHERRY AMOR O. REAL
Administrative Assistant III

ZUBAIR C. AMER
Administrative Aide VI

HAMDI Z. ABDULSAMAD
Administrative Aide IV

**ALL SPMS FOCALS of the various units in
OCM, Special Programs and Attached
Offices**

SECTION 2. DUTIES AND FUNCTIONS

A. The Strategic Performance Management Review Team

1. Arrange consultation meeting/s of all units for the purpose of discussing the targets set in the Office Performance Commitment and Rating Form (OPCRF);
2. 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;
3. Recommend approval of the Office Performance Commitment and Rating to the Chief Minister;
4. Act as appeals body and final arbiter for performance management issues of the Office of the Chief Minister;
5. Identify potential top performers and provide inputs to the Program on Awards and Incentives for Service Excellence (PRAISE) Committee for grant of awards and incentives; and
6. Adopt and prescribe internal rules, procedures, and strategies in carrying out the above responsibilities, including schedule of meeting and deliberations,

and delegation of authority to representatives in case of absence of its members.

B. The SPMRT Secretariat Proper

1. Monitor the submission of the various Office Performance Commitment Review forms (EO/S/D/SP/AOPCRF) and schedule the review/evaluation of latter-mentioned commitments by the SPMRT before the start of a performance period.
2. Consolidate, review, validate, and evaluate the initial performance assessment of the Heads of Units based on reported Executive Office/Service/Division/Special Programs/Attached Offices accomplishments against the success indicators, and the allotted budget against the actual expenses. The result of the assessment shall be the basis of SPMRT's recommendation to the Chief Minister who shall determine the final office rating.
3. Conduct an agency performance review and planning conference annually or semi-annually as may be proper, for the purpose of discussing the Office assessment of the preceding performance period and plan for the succeeding rating period with the concerned Executive Office/Service/Division/Special Programs/Attached Offices or units. This shall include participation of the Finance Management Service as regards budget utilization.
4. Provide each office with the final Office Assessment to serve as basis in the assessment of individual staff members.

C. The SPMRT Expanded Secretariat

1. Monitor the submission of the Individual Performance Commitment and Review Forms (IPCRF) from various units in the OCM, its Special Programs, and its Attached Offices.
2. Consolidate, review, and validate the evaluation of the concerned heads of offices, where necessary, on the initial performance assessment of their respective individual employees based on reported accomplishments against the success indicators. The result of the assessment shall be the basis of SPMRT's recommendation to the PRAISE Committee, or equivalent, in identifying the top performing employees.
3. Assist the SPMRT Secretariat in the conduct of the agency performance review and planning conference for the purpose of discussing the individual assessment of *Outstanding* employees during the preceding performance period and assist the heads of offices, where appropriate and necessary, in guiding their subordinates in targeting their commitments for the succeeding rating period.
4. Coordinate with heads of offices or through their SPMS focal persons to ensure the Summary List of Individual Ratings are accurate, and the overall average rating of the office or unit employees does not exceed their office/unit's rating.

SECTION 3. TERM OF MEMBERS. The members of the SPMRT shall perform their duties and responsibilities unless removed or suspended by the Chief Minister, as recommended by the SPMRT, for a justifiable cause. In case of resignation, retirement, separation, transfer, re-assignment, removal or death of a member, the Chief Minister shall designate the replacement.

SECTION 4. OPERATIONAL FUNDING/EXPENSES. The budgetary requirements needed in the operations of the SPMRT shall be taken from the budgetary appropriation of the Office of the Chief Minister, or the SPMRT Chairperson, as may be proper.

SECTION 5. SEPARABILITY CLAUSE. If any portion or provision of this Order shall be declared inconsistent or invalid, other portions or provisions hereof which are not affected thereby, shall remain in full force and effect.

SECTION 6. REPEALING CLAUSE. All rules and regulations or part thereof in conflict with or inconsistent with any of the provisions of this Order are hereby repealed, amended or modified accordingly.

SECTION 7. EFFECTIVITY. This Office Order shall take effect immediately upon approval thereof and shall remain in full force and effect unless revoked or amended by the Chief Minister.

DONE this 7th day of March, 2023 here in the City of Cotabato.

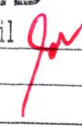
By Authority of the Chief Minister
AHOD B. EBRAHIM:


ABDULRAOF A. MACACUA
Senior Minister

OCM-BARMM RD-AMS
AAA140216



Bangsamoro Autonomous Region in Muslim Mindanao	
Office of the Chief Minister	
OFFICE OF THE SENIOR MINISTER	
RELEASED	
Name: <u>ABDUL AZIS LU ALI</u>	
Date: <u>MAR 09 2023</u>	Time: <u>3:25 PM</u>

Bangsamoro Autonomous Region in Muslim Mindanao	
OFFICE OF THE CHIEF MINISTER	
Records Division - AMS	
RELEASED	
BY: <u>Bhai Elham M. Hadji Guialil</u>	
DATE: <u>09 MAR 2023</u>	
TIME: <u>4:15 PM</u>	

RECEIVED FOR ROUTING
By: MASNAH K. MIDTIMBANG
Date: 09 MAR 2023
Time: 4:12 PM