



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. 408
Series of 2023

TO : ALL OFFICES, SERVICES, DIVISIONS, SPECIAL PROGRAMS, AND ATTACHED OFFICES (BBOI, BICTO, BDI, BIO, OSC) UNDER THE OFFICE OF THE CHIEF MINISTER
Bangsamoro Autonomous Region in Muslim Mindanao

SUBJECT : ANNUAL PERFORMANCE REVIEW AND PLANNING CONFERENCE (APRPC) cum MANAGEMENT COMMITTEE (MANCOM) MEETING cum EXECUTIVE COMMITTEE (EXECOM) MEETING

DATE : 14 Jumada 1445 AH | 27 December 2023

1. The Office of the Chief Minister (OCM)'s "Annual Performance Review and Planning Conference (APRPC) cum Management Committee (MANCOM) Meeting cum Executive Committee (EXECOM) Meeting for F.Y. 2023" shall be conducted on **04-08 January 2024** in Cebu City.
2. The objective of the activity is to review the strategic performance and address operational issues and/or concerns of the OCM. Hence, all heads of offices, service directors, and division chiefs are directed to attend the activity to discuss the following agenda:
 - a) Presentation of the actions taken by the offices from the previous ManCom cum ExeCom Meeting;
 - b) Identification of recommendations for the current issues and/or concerns for the 4th Quarter of FY 2023;
 - c) Presentation of the summary list of SPMS individual ratings and office ratings;
 - d) Presentation of OCM Annual Budget Utilization for F.Y. 2023;
 - e) Formulation of Performance Commitment and Review contracts of offices, divisions, attached offices, and special programs for the rating period covering January-June FY 2024;
 - f) Recognition of the top performing offices and employees of OCM; and
 - g) Others
3. All participants are encouraged to bring a laptop for the formulation of the "Performance Commitment and Review Contracts" for the rating period covering January-June FY 2024. Further, participants are directed to prepare the strategic


issues and/or concerns of their offices to be filled out at the following Google sheet link on or before **29 December 2023**.

For OCM Proper: <http://tinyurl.com/zeexsj9x>

For Attached Offices and Special Programs: <http://tinyurl.com/bddrhv32>

4. For questions and/or clarifications, please coordinate with **Nur-Aisha C. Pacasem** of AMS – Human Resource Management Division at telephone number **(064)-421-9968** or email at hrrmd@bangsamoro.gov.ph and **Almuhandez D. Omar** of TMS-Planning and Management Division at telephone number **(064)-442-5463** or email at tmsplanning@bangsamoro.gov.ph.
5. The Program Flow (Annex A) and the List of Participants (Annex B) are attached for reference.

For guidance and compliance.


ABDULLAH M. CUSAIN
Assistant Senior Minister
Officer-In-Charge

OCM-BARMM AMS-RD
AAA155169



Bangsamoro Autonomous Region in Muslim Mindanao
Office of the Chief Minister
OFFICE OF THE SENIOR MINISTER
RELEASED
Name: ABDUL AZIS LU ALI
Date: 28 DEC 2023 Time: 2:30 PM

Bangsamoro Autonomous Region in Muslim Mindanao
OFFICE OF THE CHIEF MINISTER
Records Division - AMS
RELEASED
BY: Bhai Elham M. Hadji Guialil
DATE: 28 DEC 2023
TIME: 2:45 PM

RECEIVED FOR ROUTING
By: Masnah K. Midtimbang
Date: 28 DEC 2023
Time: 2:41 PM

**ANNEX A
PROGRAMME**

Time	Activity	Person In-Charge
DAY 1		
8:00 AM – 9:00 AM	Assembly of participants in front of the OCM flagpole	SPMRT Secretariat
9:00 AM – 1:00 PM	Travel to the Venue	All
1:00 PM – 2:30 PM	Lunch and Hotel Check-In	All
6:00 PM – 8:00 PM	Prayer and Dinner	All
DAY 2 (Management Committee Meeting)		
6:00 AM – 8:00 AM	Breakfast	All
8:00 AM – 8:10 AM	Invocation	ALMUHANDEZ D. OMAR <i>TMS-PMD PEO III</i>
8:10 AM – 8:30 AM	National Anthem BARMH Hymn	All
8:30 AM – 9:00 AM	Opening Remarks	ABDULLAH M. CUSAIN <i>Assistant Senior Minister</i>
9:00 AM – 9:30 AM	Inspirational Message	ALVIN-YASHER ABDFULGAFAR <i>Chief of Staff</i>
9:30 AM – 9:45 AM	Overview and Rationale of the Activity	LO IVAN R. CASTILLON <i>Chief, TMS-PMD</i>
9:45 AM – 10:30 AM	Presentation of the Actions Taken on the identified Issues/Concerns/ Recommendation on the 3 rd Quarter of F.Y. 2023	ENGR. WINDEL P. DIANGCALAN <i>TMS Director</i>
10:30 AM – 12:00 NN	Discussion and Processing of the Issues and Concerns Identified during the 4 th Quarter of F.Y. 2023	<i>OCM Top Management</i>
12:00 NN – 1:30 PM	Lunch/Prayer Break	All
1:30 – 4:30 PM	Continuation	<i>OCM Top Management</i>

	Discussion and Processing of the Issues and Concerns identified during the 4 th Quarter of F.Y. 2023	
4:30 – 4:40 PM	Closing Remarks	MOHD ASNIN PENDATUN <i>Cabinet Secretary</i>
4:30 PM – Onwards	Closing Dua	BDI Representative
	Photo Opportunity	Moderator
DAY 3 (Executive Committee Meeting)		
8:00 – 5:00 PM	Closed-Door Executive Session	OCM Top Management and Service Directors
DAY 4 (Annual Performance Commitment and Review Conference)		
6:00 AM – 8:00 AM	Breakfast	All
8:00 AM – 8:15 AM	Invocation	ALMUHANDEZ D. OMAR <i>TMS-PMD PO III/SPMRT Secretariat</i>
8:15 AM – 8:45 AM	Opening Remarks	NARCISA D. MACOG <i>AMS Director/SPMRT Chairperson</i>
8:45 AM – 9:30 AM	Overview and Rationale of the Activity	MOHAMMAD NUR A. ABDULMAGUID <i>TMS-PMD PO IV SPMRT Secretariat</i>
9:30AM – 9:40 AM	Presentation of SPMS Calendar of Activities FY 2024	FARHANNA S. SANGUAN <i>Planning Officer III/SPMRT Secretariat Proper Lead</i>
9:40AM – 10:30 AM	Presentation of Summary of OCM Annual Performance	LO IVAN R. CASTILLON <i>TMS-PMD Chief/SPMRT Member</i>
	Presentation of OCM Offices' Performance	
10:30AM - 11:00 AM	Presentation of the OCM Budget Utilization Rate for F.Y. 2023	SIETTIE AMINA M. ABDULAZIS <i>FMS – Budget Division Chief</i>
10:30AM – 11:30 AM	Presentation of the Issues and Concerns on SPMS Implementation	LADY HANIFAH MINDALANO <i>AMS-HRMD Chief/SPMRT Member</i>

	Overview of PRIME HRM	
11:30 AM – 12:00NN	Workshop 1: Crafting of PCR and MOV forms	<i>Participants</i>
12:00NN – 1:30PM	Lunch break	<i>All</i>
1:30 PM – 3:00 PM	Continuation Workshop 1: Crafting of PCR and MOV forms	<i>Participants</i>
3:00 PM – 4:30 PM	Presentation of Accomplished PCR for 1 st Semester FY 2024	<i>2 Participants</i>
4:30 PM – 5:00 PM	Awarding 1. Top Compliant (5 Awardees) 2. Top Performing (10 Awardees) <ul style="list-style-type: none">• Division (3 Awardees)• Service (1 Awardee)• Executive (3 Awardees)• Attached Offices (3 Awardees)• Special Programs (3 Awardees) 3. Individual (3 Awardees)	Cabinet Secretary Assistant Senior Minister SPMRT Chairperson SPMRT Vice Chairperson SPMRT Members
4:30 PM – 5:00 PM	Closing Remarks	ENGR. WINDEL P. DIANGCALAN <i>TMS Director</i> <i>SPMRT Vice- Chairperson</i>
DAY 5		
3:00 AM	Departure from the venue to Cotabato City	All

Annex B

LIST OF PARTICIPANTS

No.	Name	Position	Office	Roles during the Activity
Male				
1	ABUNAWAS L. MASLAMAMA	Senior Minister	OSM	Presiding Officer
2	ALI B. SOLAIMAN	DCM	ODCM-Mainland	Participant
3	ALBAKIL D. JIKIRI	DCM	ODCM-Island	Participant
4	ABDULLAH M. CUSAIN	Assistant Senior Minister	OSM	Panelist
5	MOHD ASNIN K. PENDATUN	Cabinet Secretary	OCS	Panelist
6	ALVIN-YASHER K. ABDULGAFAR	Chief of Staff	OCOS	Panelist
7	ENGR. WINDEL P. DIANGCALAN	Director III	TMS	SPMRT Vice-Chairperson/Participant
8	YUSOPH A. ABDULLAH	Chief IT	ICO	Participant
9	ATTY. MACACUNA B. MACADATO	Attorney V	LLLO	SPMRT Member
10	NORON S. ANDAN	Executive Director	OOBC	Participant
11	GAFUR A. KANAIN	Director II	BLOMM	SPMRT Member/Participant
12	SOTA M. JUANDAY JR.	EA II	ISS	Participant
13	RICHARD P. SANLOCAN	Division Chief	AMS-PSD	Participant

14	MOHAMAD MURAD U. PASIGAN	Division Chief	AMS-GSD	Participant
15	ALBASHIR SAIDIN	Division Chief	OCOS-SAD	Participant
16	LO IVAN R. CASTILLON	Division Chief	TMS-PMD	SPMRT Member/Participant
17	DATU RACEL C. DATUMANONG	PEO I	TMS-PMD	Documenter
18	DATU MOHAMMAD M. BENITO	AOV	PS	Participant
19	MOHAMAD O. PASIGAN	Chairperson	BBOI	SPMRT Member/Participant
20	AMEEN ANDREW L. ALONTO	Executive Director	BIO	SPMRT Member/Participant
21	JONATHAN M. MANTIKAYAN	Executive Director II	BICTO	SPMRT Member/Participant
22	DATU HABIB SINSUAT AMBOLODITO	Board of Governor	BBOI	Participant
23	ANWAR S. ALAMADA	Director	PSRO	Participant
24	MOHAMMAD NUR A. ABDULMAGUID	PO IV/Program Manager	SLMG	Participant
25	SAJID P. NAMLA	PDO II	TABANG	Participant
26	ENGR. MOHAMMAD K. ABDULLAH	PMO	KAPYANAN	Participant
27	JOHAMIN INOK	IO II	BIO	Master of Ceremonies
28	ALMUHANDEZ D. OMAR	PEO III	TMS-PMD	SPMRT Secretariat Proper Member/ ManCom Documenter
29	HASSIM C. MASMUDI	PNP Personnel	PNP	Security

30	SALAHUDIN ALFONSO	PNP Personnel	PNP	Security
31	EMRAN G. MOHAMMAD	ED	BDI	Participant
32	MP SAID M. SHIEK	PMO	MRP	Participant
Sub-Total				31 pax
Female				
1	ATTY. ANNA TARHATA BASMAN, MP	Attorney General	BAGO	Panelist
2	MP DR. SUSANA SALVADOR ANAYATIN	Executive Director	OSC	Participant
3	NARCISA D. MACOG	Director III	AMS	SPMRT Chairperson/Participant
4	MARIAM M. DAUD	Director III	FMS	SPMRT Member/Participant
5	ASNAIFA B. BALINDONG-POLAO	Division Chief	PS	SPMRT Member/Participant
6	LADY HANIFAH R. MINDALANO	Division Chief	AMS-HRMD	SPMRT Member/Participant
7	KAMILAH S. UNDA	Division Chief	AMS-BLA	SPMRT Member/Participant
8	HASMIENE D. IBRAHIM	Division Chief	IAO	Participant
9	SAUDAH U. TAHIR	Division Chief	THE CLINIC	Participant
10	ANABELLE V. ESMAEL-ZAILON	Division Chief	TMS-RDD	Participant
11	RAYHANA M. MOKAMAD	Division Chief	AMS-RD	Participant
12	HADRIZA S. OMAR	Supervising Administrative Officer	FMS-AD	Participant

13	SIETTIE AMINA M. ABDULAZIS	Division Chief	FMS-BD	Participant
14	INDIRA I. SINSUAT	Division Chief	FMS-CD	Participant
15	SITTIE JIHANEE B. ABDULLAH	PPO I	CABSEC	Participant
16	FARHANNA S. SANGUAN	PO III	AMS-OD	SPMRT Secretariat Proper Lead
17	NUR-AISHA C. PACASEM	SAO	AMS- HRMD	SPMRT Expanded Secretariat Lead
18	CZAREENA U. PAGUITAL	EA I	AMS-OD	Secretariat
19	GRACHEL SANDAYAN	AA II	AMS-OD	Logistic Support
20	NORMA M. AMBOLODITO	AA II	AMS-OD	Secretariat
21	BESHAYER K. ANDAMEN	EA II	AMS-OD	Logistic Support
22	JENNIFER T. FERNANDEZ	PNP Personnel	PNP	Security
23	RACHELLE JOY T. TETY	PNP Personnel	PNP	Security
24	SALEMA A. MANALAO SALAKUB	AOV	IGR SEC OFFICE	Participant
25	TBD			
Sub-Total				25 pax
Total				56 pax