

March 26, 2025

MEMORANDUM ORDER

No. 122
Series of 2025

**SUBJECT: NEW COMPOSITION OF BUREAU OF PLANT INDUSTRY-
PERFORMANCE MANAGEMENT TEAM (BPI-PMT)**

In the exigency of the service, the new composition of the Bureau of Plant Industry, Performance Management Team (BPI-PMT) is hereby established to compose the following officials:

Herminigilda A. Gabertan, Ph.D.
*Assistant Director for Research, Development
and Production Support Services*

Chairperson

Ruel C. Gesmundo
OIC-Assistant Director Regulatory Services

Co-Chairperson

Members

Primary

Shereene R. Samala
OIC, Planning and Management Office

Ellaine T. Molon
OIC, Human Resources Section

Anisah C. Guro-Macalangcom
OIC, Budget Section

Samuel L. Fontanilla
President, BPI-Employees Association

Alternate

Jallyne E. Remoquillo
Agriculturist II

Manuelito E. Macapaz Jr.
Administrative Officer IV

Angela G. Arellano
Administrative Officer V

Julie Ann A. Aragones
Secretary, BPI-Employees Association

Planning and Management Office Staff
BPI-PMT Secretariat

The BPI-PMT shall therefore perform the following functions:

- Set consultation meeting of all Heads of Offices for the purpose of discussing the targets set in the office performance commitment and rating form;

- Ensures 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;
- Recommends approval of the office performance commitment and rating to the Head of Agency/SPMS Champion;
- Acts as appeals body and final arbiter for performance management issues of the agency;
- Identifies potential top performers and provides inputs to the Program On Awards And Incentives For Service Excellence (PRAISE) Committee for the grant of awards and incentives; and
- 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; and
- Conduct monthly periodic meetings for any reviews, updates and/or revisions to the BPI-Strategic Performance Management System (SPMS).

The Committee is also tasked with customizing the BPI's Performance Management Processes, required forms and other official documents per the approved Strategic Performance Management System.


BPI Divisions and Centers are also directed to create their respective BPI-PMT Sub-Committees which shall be composed of the following:

1. Division/Center Chief/Officer-In-Charge
2. In-Charge, Human Resource Management
3. In-Charge, Finance Management
4. In-Charge, Planning Officer
5. Representative of Rank and File Employees

In view thereof, they are directed to faithfully perform their duties and responsibilities inherent to their respective designation in addition to their present workload.

This Order shall take effect immediately and shall supersede all other Orders inconsistent herewith.

Done this 31st day of March 2024.


GERALD GLENN F. PANGANIBAN, Ph.D.
 Director