Department of Agriculture
BUREAU OF PLANT INDUSTRY
692 San Andres Street, Malate, Manila, Philippines
Email Address: info@buplant.da.gov.ph
Tel. No.: (02) 8525-7909, (02) 8525-2987 | Website: **buplant.da.gov.ph**

May 24, 2023

MEMORANDUM ORDER
No. 155
Series of 2023

SUBJECT: AMENDMENT OF MEMORANDUM ORDER NO. 153 SERIES OF 2022 - COMPOSITION OF BUREAU OF PLANT INDUSTRY-PERFORMANCE MANAGEMENT TEAM (BPI-PMT)

Pursuant to Memorandum Circular No. 6 series of 2012 dated 16 March 2012 and Resolution No. 1200481 dated 16 March 2012 issued by the Civil Service Commission, 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. — **Chairperson**
Assistant Director for Research, Development And Production Support Services

Ruel C. Gesmundo — **Co-chairperson**
Assistant Director for Regulatory Services

Rhoda Grace S. Pintuan — **Members**
Chief, Planning and Management Office

Ellaine T. Molon
OIC, Human Resources

Anisah C. Guro-Macalangcom
OIC, Budget Section

Elalin T. Torio
President, BPI-Employees Association

Planning and Management Office Staff
BPI-PMT Secretariat

Hazel M. Gusi
Office of the Director

The BPI-PMT shall therefore perform the following functions:

- Sets 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).

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.

GERALD GLENN F. PANGANIBAN, Ph.D.
Director