

MEMORANDUM NO. 360-A

Series of 2024

TO: **Chairperson:** **Dr. Moises Neil V. Seriño** - VPPRGAS
 Co-Chair: **Dr. Elwin Jay V. Yu** - VPAF
 Members: **Dr. Rotacio S. Gravoso** - VPAA
 Dr. Santiago T. Peña Jr. - VPREI
 Dr. Aleli A. Villocino - VPSAS
 Ms. Honey Sofia V. Colis - Director, HRMO
 Atty. Rysan C. Guinocor - Director, ASO
 Ms. Louella C. Ampac - Director, FMO
 Mr. Toni Marc L. Dargantes - Head, Planning Office
 Prof. Ernesto F. Bulayog - Representative, FA
 Ms. Chona A. Brit - Representative, AdPA
 Ms. Maria Roberta S. Miraflor - In-Charge, PBB

RE: **Designation as Chairperson, Co-Chairperson and Members of the
Performance Management Team (PMT)**

FROM: **DR. PROSE IVY. G YEPES**
 University President

DATE: **July 29, 2024**

In view of changes in assignments and retirement of some Members and by virtue of the authority vested in me by the VSU Board of Regents, you are hereby directed to compose the Performance Management Team (PMT) of the entire university system effective immediately until December 31, 2024 or unless sooner revoked or terminated by higher authorities.

As a Team, you are tasked to perform the following:

1. Sets consultation meetings with heads to discuss targets in the OPCR;
2. Ensures that office performance targets are aligned with those of the agency and work distribution of units is rationalized;
3. Calibrates and recommends approval of OPCR targets and ratings to the University President;
4. Acts as appeals body and final arbiter for performance management issues of the university;
5. Identifies potential top performers and provide inputs to the Program on Awards and Incentives for Service Excellence (PRAISE) Committee for grants of awards and incentives; and
6. Adopts its own internal rules, procedures and strategies in carrying out the above responsibilities.

This memorandum supersedes OP Memo No. 360, s 2024.

Please be guided accordingly.

OFFICE OF THE PRESIDENT

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