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Office of the President

12 September 2013

MEMORANDUM CIRCULAR NO. 49

Series of 2013

- T O: All Vice Presidents, College Deans/Directors/Department/Office Heads**
- R E: Performance Planning Review & Workshop Revisiting 2013 Targets and Presentation of January–September 2013 Accomplishments Out of 2013 Targets**

As mandated by the Civil Service Commission (CSC) per its Memorandum Circular No. 6, Series of 2012, VSU came up with its own Strategic Performance Management System which was approved by CSC on October 8, 2012. Said SPMS was even made by the Commission as a model among all SUCs in the country and can be viewed in the official CSC website. Further, the said SPMS was instrumental for VSU to be granted the PBB last year. Moreover, Memorandum Circular No. 2013-01 issued by the Inter-Agency Task Force on the Harmonization of National Government Performance Monitoring, Information and Reporting Systems per Administrative Order No. 25, s. of 2011 issued by President Aquino mandates the use of the CSC approved Strategic Performance Management System for eligibility and ranking of employees belonging to the First and Second Level for PBB purposes.

In view of this, a Performance Planning Review & Workshop Revisiting 2013 targets and presentation of January–September 2013 accomplishments will be conducted by the PMT on September 23-24, 2013 to approved OPCR of delivery units and assess partial accomplishments of the office targets. Attached is the format of the presentation. Targets agreed during the review should be indicated in the final OPCR of the unit for submission to the Planning Office. Likewise, agreed target should be used as basis by unit heads in cascading office targets to subordinates and in finalizing tasks, activities and targets of individuals in their IPCRs which must be submitted to PRPEO not later than September 30, 2013.

All heads of delivery units are therefore required to attend and present the targets of his/her unit for 2013. Partial accomplishments of said target shall also be presented to see how far said unit has accomplished its mandated targets.

For compliance.

for
JOSE L. BACUSMO
President *07C*
9/18/13

I, _____, Head of _____ commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period January to December, 2013.

Date: _____

JOSE L. BACUSMO
President

[illegible]



**Performance Planning Review & Workshop Revisiting 2013
Targets and Presentation of January – August 2013
Accomplishments Out of 2013 Targets**

1st Floor CCE, VSU Campus
September 23-24, 2013

September 23, 2013

8:00 – 8:30 Registration

8:30 – 9:00 Opening Program
Invocation
Pambansang Awit
Message

Dr. Jose L. Bacusmo
President

9:00 – 10:00 Rationale & Mechanics of the Review
& Assessment of Partial Accomplishments

Dr. Edgardo E. Tulin
*Vice President for Planning &
Resource Generation*

Presentation Proper in the following order

10:00 – 12:00 Office of the President and Units under it
12:00 – 1:00 Lunch Break
1:00 – 2:30 Office of the VP for Planning & Resource Generation and Units under it
2:30 – 5:00 Office of the VP for Administration & Finance and Units under it

September 24, 2013

8:00 – 8:30 Housekeeping Activities
8:30 – 10:30 Office of the VP for Research & Extension and units under it
10:30 – 12:00 Office of the VP for Instruction and administrative units under it
12:00 – 1:00 Lunch Break
1:00 – 5:00 All Colleges including External Campuses
5:00 – 5:30 Closing Program

Impression
Closing Remarks

2 participants
Dr. Edgardo E. Tulin
*VP for Planning & Resource
Generation*