



23 February 2023

MEMORANDUM NO. 510
Series of 2023

T O: **Dr. Daniel Leslie S. Tan** - VP for Administration & Finance and
Chairperson, PBB Focal Person
Ms. Honey Sofia V. Colis - OIC Director, HRD/Assistant Focal Person
Dr. Dilberto O. Ferraren - VP for Planning, Res. Generation & Aux. Services/
PBB Spokesperson
Dr. Beatriz S. Belonias - VP for Academic Affairs
Dr. Ma. Juliet C. Ceniza - VP for Research, Extension & Innovation
Dr. Aleli A. Villocino - VP for Student Affairs Services
Atty. Rysan C. Guinocor - Director for Administrative Services
Ms. Louella C. Ampac - Director for Financial Management
Mr. Toni Marc L. Dargantes - OIC Head, Planning Office
Prof. Ernesto F. Bulayog - Representative, Faculty Association
Dr. Elwin Jay V. Yu - Representative, Administrative Personnel Assoc.
Ms. Maria Roberta S. Miraflor - In-Charge, Grant for PBB
Ms. Miriam M. Dela Torre - In-Charge, Grant for Merit Increase
Ms. Jansel Joi C. Villas - Planning Staff

R E: **Performance Management Team (PMT)**

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, 2023.

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

- Sets consultation meetings with heads to discuss targets in the OPCR;
- Ensures that office performance targets are aligned with those of the agency and work distribution of units is rationalized;
- Calibrates and recommends approval of OPCR targets and ratings to the University President;
- Acts as appeals body and final arbiter for performance management issues of the university;
- 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
- Adopts its own internal rules, procedures and strategies in carrying out the above responsibilities.

Please be guided accordingly.



EDGARDO E. TULIN
President

cc: OHRA
ODHRM/OHRSPPR
File