



Republic of the Philippines  
**Tourism Infrastructure & Enterprise Zone Authority**

**OFFICE ORDER**

No. 111- 2021 *ndy*

In the exigency of the service, and in connection with the implementation of TIEZA's Strategic Performance Management System (SPMS), the **Performance Management Team (PMT)** is hereby reconstituted with the following members:

Chairperson : Assistant Chief Operating Officer, Administration and Finance Sector  
Members : Manager, Administrative Services Department  
Manager, Corporate Planning Department  
Manager, Financial Services Department  
OCCO Representative  
President, TIEZA Employees Association  
*For deliberation of individual performance, additional members include:*  
a. 1<sup>st</sup> Level Representative, TIEZA Employees Association - member  
b. 2<sup>nd</sup> Level Representative, TIEZA Employees Association - member  
Secretariat : Corporate Planning Department (Office-level performance)  
Human Resource Services Division, Administrative Services Department (Individual-level performance)

The PMT shall have the following functions:

1. Sets consultation meeting with Sector/Department/Office Heads to discuss the office performance commitment and rating system and tools;
2. Ensures that the office performance management targets, measures, and budget are aligned with the goals of the Authority and that work distribution of Sectors/Departments/Offices is rationalized;
3. Recommends approval of the Office Performance Commitment and Rating system and tools to the Chief Operating Officer (COO);
4. Acts as appeals body and final arbiter for performance management issues of the Authority;
5. Identifies potential top performers for awards and incentives to the PRAISE Committee;
6. Adopts its own internal rules, procedures, and strategies to carry out the above responsibilities including schedule of meetings and deliberations and delegation of authority to representatives in the absence of its members; and,
7. Performs such others functions in accordance with applicable laws, rules, and regulations such as issuances of the Administrative Order (AO) No. 25 Inter-Agency Task Force (IATF) and the Governance Commission for GOCCs (GCG).

This Office Order shall take effect immediately and will remain valid until revoked. All Office Orders inconsistent herewith are hereby superseded.

**MARK T. LAPID**

Chief Operating Officer *TS*

04 October 2021