
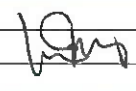


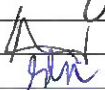
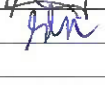




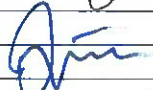




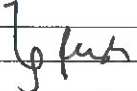






**FOR** : All Assistant Chief Operating Officers  
Department and Division Managers  
Ms. Bernadette Pangilinan

**FROM** : The Department Manager  
Corporate Planning Department

**SUBJECT** : Governance and Strategic Planning Workshop

**Date of Distribution** : 11 February 2021

OFFICE	Name	Signature	Date
Office of the Chief Operating Officer	SYMONDS		2/16
Corporate Planning Department			
- Strategic Planning Div.			
- Monitoring & Evaluation Div.			
Corporate Secretary	Winton		2/16
Internal Audit Department			
- Financial Audit Div.			
- Operations Audit Div.			
Legal Department	Mig		2/16
- Legal Services Div.			
- Litigation Div.			
Management Information Systems Department	CHA		02/16/21
Assistant C.O.O. for Assets Management	Mylene Magsino		2/16
Business Development Department	Aubrey		2/16
- Sales Division			
- Bus. Research Div.			
- Bus. Research Div.			
Operations Department	Jonathan		2/16/2021
Mylene A. Magsino (T.A.)	Magsino Mylene		2/16
Assistant C.O.O. for Architectural and Engineering Services	PROIN		2-16-21
Project Evaluation and Planning Department	ANGIE		2-16-21
- Project Planning & Design Div.			
- Project Management Div.			
Construction Management Department	JADE		02/16/2021
- Contract Supervision Div.			
- Contract Management Div.			
Nestor Domalanta Jr. (T.A.)	PRON		2-16-21
Assistant C.O.O. for Administration and Finance	MARGE d		16 FEB 21
Administrative Services Department	MARICA		16 Feb 21
- Human Resources Services Div.			
- Gen. Services Div.			
Financial Services Department	LORNA		2/16/21
- Cash Div.			
- Accounting Div.			
- Budget Div.			
Travel Tax Department	J. PUS		1:00pm 2/16/2021
- Examination Div.			
- Privilege Administration Div.			
Atty. Bumbo S. Cruz (T.A.)	MARGE		16 FEB 21
Assistant C.O.O. for Tourism Enterprise Zone Management	CAE		2/16/21
Assistance and Monitoring Department	JOURN		2-16-21
Regulation Department	18		2/16/21
Ms. Bernadette Pangilinan			



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

FOR : Assistant Chief Operating Officers  
Department and Division Managers  
Technical Assistants  
Ms. Bernadette Pangilinan

FROM : The Department Manager  
Corporate Planning Department

SUBJECT : **GOVERNANCE AND STRATEGIC PLANNING WORKSHOP**

DATE : 11 February 2021

---

COO Mark T. Lapid has instructed the conduct of a Strategic Planning Activity, as soon as possible, in his initial meeting with the Department Managers last 14 January 2021 to craft the 2022 TIEZA Budget Proposal to DBM / Congress considering the financial condition of the Authority in the coming year/s. Further, the COO formed a Task Force on Performance-Based Bonus to ensure that all compliance requirements shall be satisfied to be eligible for the Performance- Based Bonus.

As such, a Governance and Strategic Planning Workshop is scheduled this 17-18 February 2021 at the 6/F Multi-Purpose Hall with the following objectives:

- 1) Formulation and approval of the 2022 Budget Proposal and related documents for submission to DBM;
- 2) Identification of PBB & GCG Compliance Requirements including the person/s or Office primarily responsible, as well as the corresponding strategies to ensure compliance submissions.

Further, an assessment of the risks and opportunities shall be explored relative to the Mandanas Supreme Court Ruling and the ongoing COVID-19 Pandemic. Furthermore, the Proposed TIEZA Reorganization Plan shall be initially presented and revisited, as necessary, to ascertain its relevance and responsiveness for organizational agility and efficiency. Please find Annex A for the Program Flow.

Secretariat Services for the workshop shall be jointly provided by CORPLAN and Learning & Development-HRSD while Technical Support and Administrative Support shall be provided by MISD and GSD personnel respectively.

We are looking forward to your active participation during the Workshop. Thank you.

  
FRANCIS RANDY J. HORTELANO

**Annex A**

**GOVERNANCE & STRATEGIC PLANNING WORKSHOP**  
**6/F Multi Purpose Hall**  
**17-18 February 2021**

DATE /TIME	ACTIVITY	FACILITATOR	REMARKS
<b>17 Feb (Wed)</b>			
8:00-8:30	Onsite Registration	Secretariat	Multi-Purpose Hall
8:30-8:45	Preliminaries		
	<ul style="list-style-type: none"> <li>Prayer</li> </ul>	Secretariat	
	<ul style="list-style-type: none"> <li>National Anthem</li> </ul>	Secretariat	
	Welcome Remarks	COO MTL	
9:00-9:15	Intro of Participants	Secretariat	Per Sector  Group Picture taking with COO (w/ physical distancing)
9:15-9:30	Setting the Workshop Context	CORPLAN	
9:30-10:00	Our Planning Context	CORPLAN	
	<ul style="list-style-type: none"> <li>GCG approved 2020 Recalibrated Performance Scorecard</li> </ul>		
	<ul style="list-style-type: none"> <li>2021 Strategy Map</li> </ul>		
	<ul style="list-style-type: none"> <li>Proposed 2021 Performance Scorecard</li> </ul>		
	<b>HEALTH BREAK</b>		
10:00-12:00	Considerations in Crafting 2022 Budget Proposal		
	<ul style="list-style-type: none"> <li>NTDP 2016-2022</li> </ul>	CORPLAN	
	<ul style="list-style-type: none"> <li>Revised PDP 2017-2022</li> </ul>	CORPLAN	
	<ul style="list-style-type: none"> <li>CBM 43 (2022 Budget Forum)</li> <li>2022 Budget Cycle</li> </ul>	FSD-Budget / CORPLAN	
	<ul style="list-style-type: none"> <li>Mandanas Supreme Court Ruling</li> </ul>	Legal Dept CORPLAN	
	<ul style="list-style-type: none"> <li>Cash-Based Budgeting</li> </ul>	CORPLAN	
12:00-1:00	<b>LUNCH BREAK</b>		
1:00-2:00	<b>Workshop 1:</b> <ul style="list-style-type: none"> <li>Risks /Opportunities identification from COVID-19 Pandemic &amp; Mandanas Ruling</li> </ul>	CORPLAN	Workshop per Sector (Form 1) & brief presentation
	<ul style="list-style-type: none"> <li>What should TIEZA Stop, Start and Continue Doing?</li> </ul>	CORPLAN	
2:00-3:00	Presentation of Outputs	Sector/Dept CORPLAN	
3:00-5:00	<b>Workshop 2:</b> <ul style="list-style-type: none"> <li>Crafting the 2022 Budget Proposal</li> </ul>	FSD-Budget CORPLAN	

<b>18 Feb (Thurs)</b>			
8:00-8:30	<b>Preliminaries</b> <ul style="list-style-type: none"> <li>• Morning Prayer</li> <li>• Roll Call</li> <li>• Recap of Day 1</li> </ul>	Secretariat	
8:30-10:00	<b>Presentation and Critiquing of Proposals</b>	FSD-Budget CORPLAN	Per Sector
10:00-10:30	HEALTH BREAK		
10:30-12:00	<u>Continuation</u> <b>Presentation and Critiquing of Proposals</b>	CORPLAN	
	LUNCH BREAK		
1:00-2:00	PBB Compliance Requirements	TASK FORCE PBB	
	Good Governance Condition Requirements	COMPLIANCE OFFICER	
	QMS (ISO, IQA, RMT)	QMR	
2:00-2:30	Organizational Agility and Responsiveness <ul style="list-style-type: none"> <li>• Review of the Proposed TIEZA Reorganization Plan</li> </ul>	AFS-ADSD	
2:30-3:00	<b>Plenary Discussion</b> <ul style="list-style-type: none"> <li>• Strategies to Ensure Internal / External Compliances</li> </ul>	CORPLAN	
3:00-3:15	HEALTH BREAK		
3:15-3:30	Integration and Next Steps		
3:30-3:45	Strat Plan Evaluation	Secretariat	
3:45-4:00	<b>Closing Remarks</b>	ACOOs & COO	