



Republic of the Philippines
Department of Agriculture
Fertilizer and Pesticide Authority
FPA Bldg. BAI Compound, Visayas Ave. Diliman, Quezon City P.O. Box 2582, Q.C.
Tel. Nos. 8920-8573, 8441-1601, 8922-3368
E-mail add: fpacentral77@gmail.com | Website: <http://fpa.da.gov.ph>

September 21, 2020

OFFICE ORDER
NO. 13
Series of 2020

SUBJECT: RECONSTITUTION OF FPA's PERFORMANCE MANAGEMENT TEAM

In the interest of the service and in compliance with item No. 3 of the Civil Service Commission (CSC) letter dated June 10, 2015, CSC Memorandum Circular No. 8, series of 2013 and CSC-MC 24, s. 2017, the FPA-PMT is hereby reconstituted as follows:

Composition:

Chairperson : MS. ROMIROSE B. PADIN
Officer-in-Charge, Deputy Executive Director for Pesticide

Members : MS. DIGNA M. DE LEON
Planning Officer V

MS. ELIZABETH T. RAMIRO
Chief Administrative Officer

MS. JONSIE D. BAYSA
Administrative Officer V

MR. ARNULFO L. ARAUSA, JR.
Supervising Agriculturist
and Vice President, FPA Employees Association

Secretariat : MIRASOL O. BACARISAS
Planning Officer II

Functions:

1. Sets consultative meeting with all division heads for discussing the targets set;
2. Ensures that the divisions' targets and measures, as well as the budget are aligned with those of the agency and that work distribution is rationalized;

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3. Recommends approval of the divisions' commitment and rating to the Head of Agency;
4. Acts as appeals body and final arbiter for performance management issues of the agency;
5. Reviews and certifies the performance evaluation report of a probationer;
6. Identifies potential top performers and provides inputs to the PRAISE Committee for grant of awards and incentives; and
7. Adopts its own internal rules, procedures and strategies in carrying out the above responsibilities including schedule of meetings and deliberations, and delegation of authority to representatives in case of absence of its member.

In addition, the PMT shall act as the anchor/link between the agency and the Inter-Agency Task Force.

This Order shall take effect immediately and supersede previous orders inconsistent herewith and remain enforce unless otherwise revoked.



WILFREDO C. ROLDAN
Executive Director

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