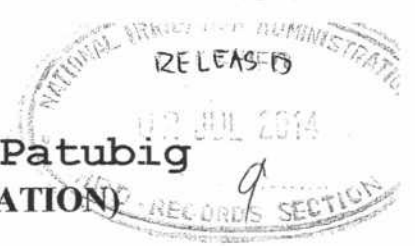




Republika ng Pilipina
Pambansang Pangasiwaan ng Patubig
(NATIONAL IRRIGATION ADMINISTRATION)
Lungsod ng Quezon



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MC. No. 25, s. 2014

MEMORANDUM CIRCULAR

TO : **ALL CONCERN**

SUBJECT : **CREATION OF TECHNICAL WORKING GROUP FOR THE NIA STRATEGIC PERFORMANCE MANAGEMENT SYSTEM**

In its letter dated June 4, 2014, the Civil Service Commission (CSC) has approved the NIA-SPMS for initial implementation (see attached). However, the approval is subject to compliance to certain concerns. The Performance Management Team - Technical Working Group (PMT-TWG) is hereby created to address these concerns:

Chairperson : Manager, Administrative Department

Members : Manager, Engineering Department
Manager, Operations Department
Manager, CORPLAN
Manager, Financial Management Department
Manager, Human Resources Division
President, NIAEASP-Central Office

Secretariat : CORPLAN and HRD

For compliance.

CLARO V. MARANAN
Administrator

Date: June 30, 2014



NATIONAL CAPITAL REGION

June 4, 2014

ADMINISTRATOR CLARO V. MARANAN

National Irrigation Administration
National Government Center
EDSA, Quezon City

Dear **Administrator Maranan**:

This refers to the Strategic Performance Management System (SPMS) of the National Irrigation Administration (NIA), which was submitted to this Office for approval.

An evaluation of the provisions shows that it substantially complies with CSC Memorandum Circular No. 6, s. 2012. However, there are certain areas that have to be addressed, as follows:

1. Most of the success indicators do not contain three (3) performance measures (effectiveness/quality, efficiency/quantity, timeliness) and which should have the following characteristics, namely: Specific, Measurable, Attainable, Realistic, and Time-bounded (SMART);
2. There is no database/summary of targets created which will serve as basis for verification of accomplishments;
3. There should be ranges of rating (in terms of percentage) for all levels of performance indicated in the rating scale which should be in accordance with those prescribed in CSC Memorandum Circular No. 13, s. 1999; and
4. The schedule for SPMS pilot test is not indicated in the agency SPMS calendar.


In view thereof, the NIA SPMS is hereby approved for initial implementation, subject to compliance with the above-enumerated observations. A copy of the NIA SPMS incorporating compliance with the above-enumerated observations and a report of implementation of this SPMS shall be submitted to CSC-NCR within three (3) months after initial implementation, together with the following sample documents:

In a Race to Serve: Responsive, Accessible, Courteous and Effective Public Service

- Communication materials
- Accomplished OPCR, DPCR and IPCR or their equivalent
- Accomplished Performance Monitoring and Coaching Forms
- Accomplished Professional Development Plan

Thank you for your support to the programs of the Commission.

Very truly yours,


LYDIA ALBA-CASTILLO
Director IV

cc: Director II Claudia A. Tan
CSCFO-SSS

nia/spms