



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
OFFICE OF THE SECRETARY
MANILA

097-13
DPWH

(11)

17 November 1999

DEPARTMENT ORDER)
No. 224)
Series of 1999)

Subject: Creation of the DPWH Performance
Evaluation Review Committee-Central
Office (PERC-CO)

Pursuant to Civil Service Commission (CSC) Memorandum Circular No. 13, s. 1999 on "Revised Policies on the Performance Evaluation System," as circularized under Department Memorandum Circular No. 118, s. 1999, the DPWH Performance Evaluation Review Committee-Central Office (PERC-CO) is hereby created.

I. Duties and Responsibilities

The Committee shall have the following duties and responsibilities:

1. Develop a Revised DPWH Performance Evaluation System for First and Second Level Positions (PES) for approval of the Secretary and for submission to CSC, in accordance with the revised policies set forth in CSC MC No. 13, s. 1999, and in consultation with DPWH offices.
2. Propose the composition and facilitate the establishment of PERC's in the Regional Offices (PERC-RO) before the full implementation of the DPWH PES. The PERC-RO shall implement the PES in the Regional and District Offices, Regional Equipment Services and Area Shops.
3. Conduct information campaign and orientation workshops for members of PERC-RO and for raters and ratees.
4. Implement the PES in the Central Office including, as prescribed by CSC, submission of performance ratings of all DPWH-CO employees to the CSC not later than three (3) months after the end of every rating period.
5. Monitor the implementation of the PES in the Department.
6. Evaluate the PES for continuous improvement to make it responsive to the needs of the Department while conforming to the requirements of CSC.

II. Composition

The PERC-CO shall be composed of the following:


- Chairman - Director BURT B. FAVORITO - AMMS
- Members - Director LINDA M. TEMPLO - Planning Service
- Director LUIS A. MAMITAG - BRS
- Ms. ARDELIZA R. MEDENILLA - Chief, Personnel Div.
- Ms. LILIA J. DE GUZMAN - AMMEX Representative
- Rank-and-File Representative (To be elected among rank-and-file representatives of Placement Committees)

III. Support Services

The Committee shall be assisted by the Human Resource Planning Division, AMMS in the development and evaluation of PES, and by the Personnel Division in its implementation in the Central Office and monitoring in the field offices.

The Committee may call for the service of other employees in the Department in order to discharge its duties and responsibilities.

This Order shall take effect immediately.


GREGORIO R. VIGILAR
Secretary