UNIVERSITY OF THE PHILIPPINES
QUEZON CITY
OFFICE OF THE VICE PRESIDENT FOR ADMINISTRATION

17 December 2014

MEMORANDUM NO. MSVA14 - 110

FOR: Chancellors
The Dean, UP Cebu
The Director, PGH

Through: Vice Chancellors for Administration
Attention: HRDO Directors/Heads

SUBJECT: **Compliance with the CSC Evaluation of the U.P. Strategic Performance Management System (SPMS)**

The Civil Service Commission (CSC) has approved the UP Strategic Performance Management System (SPMS) for initial implementation. The CSC also provided its evaluation and recommendations *(Reference: Letter from CSC NCR Regional Director Lydia Alba-Castillo, 17 November 2014).*

In this regard, the Chancellors are requested to submit the following documents:

1. Memorandum by the Chancellor/Head **reconstituting** the CU Performance Management Team (PMT);
2. Targets of the academic units based on the Major Final Output (MFOs) for PBB 2014 based on the General Appropriations Act *(Attachment: GAA FY 2014 MFOs for UP)*
3. Targets specified in the OPCRs and IPCRs for the period January – June 2015.

Please email scanned / printed signed copies to the OVPA: ovpa@up.edu.ph
Deadline: 15 January 2015

Please note the following changes in the UP SPMS:

- Adoption of the prescribed range of percentage ratings (Ref.: CSC Circular No. 13 s. 1999)
- Removal of "Part II: Critical Factors" (20% weight) in the revised IPCR (UP SPMS Form 1);
- Intervening tasks should be rated together with other regular tasks, duties or responsibilities.

Kindly disseminate to the Deans, Directors or heads of units / offices. Please be guided accordingly.

MARAGTAS S.V. AMANTE
Vice President for Administration

Cc President Alfredo E. Pascual
Vice Presidents; Secretary of the University

Attachments:

1. Letter from CSC NCR Regional Director L. A. Castillo
2. Revised UP SPMS Form 1: Individual Performance Commitment Review (IPCR)
3. Revised UP SPMS Form 2: Office Performance Commitment Review (OPCR)
4. UP MFOs based on the GAA 2014

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