



Office of the President of the Philippines  
PRESIDENTIAL MANAGEMENT STAFF  
Malacañang

**EXECUTIVE SUMMARY**

**NARRATIVE ACCOMPLISHMENT REPORT  
January to December 2016**

**I. MANDATE**

The Presidential Management Staff (PMS) is mandated under Executive Order (EO) no. 130, s. 1987 (Reorganization Act of the PMS) to provide the Presidency direct technical staff support in the overall management of the development process.

EO no. 1, s. 2016<sup>1</sup> expanded the role of PMS to include direct staff support and assistance to the Special Assistant to the President (SAP), the Executive Secretary (ES), and the Cabinet Secretary (CS).<sup>2</sup>

**II. CORE FUNCTIONS**

Over the years, the PMS' mandate evolved according to the day-to-day and long-term requirements of the Presidency. However, its operations focus on the following three core functions:

- 1. Provision of Decision Inputs for the Presidency.** The PMS provides accurate, relevant, responsive and timely inputs to support Presidential decisions, actions and engagements. It serves as the backroom for studies, information and advisory requirements of the Presidency.
- 2. Monitoring and Evaluation of, and Facilitation Work on Presidential Priorities.**<sup>3</sup> The PMS monitors and ensures implementation of Presidential priority programs, projects, and directives. It also conducts studies and environmental scanning of current and emerging issues and participates in dialogues and consultations to resolve program and policy issues and operational bottlenecks.

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<sup>1</sup> Entitled, "Reengineering the Office of the President Towards Greater Responsiveness to the Attainment of Development Goals."

<sup>2</sup> The most significant impact of said EO on PMS operations is the reversion of Major Final Output (MFO) 2 (Monitoring and Evaluation of; and Facilitation Work on Presidential Priorities), and expansion of secretariat support to cover Cabinet meetings.

<sup>3</sup> In 2012, with the issuance of EO no. 99 dated 31 October 2012 entitled, "Reconstituting the Office of the Cabinet Secretary, Defining its Powers and Functions, Providing for its Support Staff and for other Purposes", the Cabinet Secretariat (CabSec) and the Directives Consolidation Office (DCO) were transferred from PMS to Office of the Cabinet Secretary. EO no.1, s. 2016 reverted the functions of CabSec and DCO to PMS, with the return of MFO2.

3. **Management of Presidential Engagements and Provision of Secretariat Support for the Presidency.** The PMS manages the President's engagements and events and provides technical and secretariat services to small-group Cabinet-level meetings of the President.

### **III. ACTIVITIES/ACCOMPLISHMENTS UNDER MAJOR FINAL OUTPUTS (MFOs)**

#### **MFO 1: Provision of Decision Inputs for the Presidency**

The PMS prepared, reviewed, and submitted **403** Full Briefing Kits for the President's foreign and local events and engagements; **42** For Your Information (FYI) reports; and acted on **2,471** requests<sup>4</sup> from the general public addressed to the President.

The PMS crafted the Legacy Report of President Benigno S. Aquino III, which covers the accomplishments of the Aquino Administration until May 2016; prepared **13** sectoral matrices summarizing the accomplishments and proposed policy directions gathered from the different agencies, which served as technical inputs to the first State of the Nation Address (SONA) of the President; and reviewed and submitted **209** transition matrices to the Transition Committee of incoming President Rodrigo R. Duterte, upon clearance by the Executive Secretary.

The PMS prepared and submitted **397** Presidential Daily Briefers and inputs to **10** executive issuances.

#### **MFO 2: Monitoring and Evaluation of; and Facilitation Work on Presidential Priorities**

The PMS documented and continuously monitors **373** Presidential directives.

#### **MFO 3 Management of Presidential Engagements and Provision of Secretariat Support for the Presidency**

The PMS coordinated and managed **948** Presidential engagements; processed **4,295** cases for possible assistance from the President's Social Fund (now renamed as Socio-Civic Projects Fund) and other sources of financial assistance. It has processed **1,762** qualified nominees to third level positions in the government; and provided substantive and/or logistical support to **76** Cabinet and other High-Level meetings of the President.

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<sup>4</sup> Includes three (3) clearances processed for the release of foreign donations for government relief and rehabilitation programs under Memorandum Order No. 36, s. 1992.

### **III. OTHERS**

In addition to its core and regular functions, the PMS initiated the following: conduct of Cabinet Orientation Workshop; crafting of the Guidelines for the Management of Presidential Engagements, Guidelines for the Orderly Conduct of Cabinet Meetings, and Guidelines for Cabinet Presentations; and development of the Comprehensive Social Benefits Package (CSBP), which harmonizes and streamlines all forms of government assistance provided to AFP and PNP battle/duty casualties.

### **IV. INTERNAL SUPPORT SERVICES**

In the performance of the PMS' mandate, the support units provided administrative and logistical services to efficiently and effectively deliver the PMS' core functions. These include the provision of legal opinions and/or recommendations on various issues and concerns; 24/7 available information technology services; financial and logistical support; learning and development programs; and other interventions that are responsive to the needs and requirements of the agency and its personnel.