



Office of the President of the Philippines
PRESIDENTIAL MANAGEMENT STAFF
Malacañang

EXECUTIVE SUMMARY

NARRATIVE ACCOMPLISHMENT REPORT January to December 2015

I. MANDATE

The Presidential Management Staff (PMS) is mandated under 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.

II. CORE FUNCTIONS

Over the years, the PMS' mandate evolved according to the day-to-day and long-term needs of the Presidency. However, its operations focus on the following two core functions¹:

1. **Provision of Decision Inputs to 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. 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.
2. **Management of Presidential Engagements and Provision of Secretariat Support to 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 to the Presidency

From January to December 2015, the PMS prepared **414** Full Briefing Kits (FBKs) for the President's foreign and local engagements and events; **100** For Your Information (FYI) reports; acted upon **407**

¹ With the creation of the Office of the Cabinet Secretary (OCS) pursuant to Executive Order No. 99, s. 2012 and the Performance and Projects Management Office under it, the MFO on "Monitoring and evaluation of; and facilitation work on Presidential Priorities" was transferred from PMS to OCS. Clearances issued pursuant to Memorandum Order No. 36, series 1992, will be part of PMS' MFO on "Provision of Decision Inputs to the Presidency".

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requests from the general public addressed to the President; and as member of the Inter-Agency Task Force (IATF), the PMS reviewed and assessed **55** Performance-Based Bonus Form Bs of agencies implementing priority programs and projects in line with the implementation of Administrative Order (AO) 25.

MFO 2: Management of Presidential Engagements and Provision of Secretariat Support to the Presidency

The PMS coordinated and/or managed **268** Presidential engagements; evaluated and acted upon **26,475** requests/proposals; processed and recommended to the President **710** qualified nominees to third level positions in the government; and provided secretariat support to **141** small-group Cabinet-level meetings of the President.

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.

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