



Office of the President of the Philippines  
PRESIDENTIAL MANAGEMENT STAFF  
Malacañang

## EXECUTIVE SUMMARY

### NARRATIVE ACCOMPLISHMENT REPORT January to December 2014

#### 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 functions<sup>1</sup>:

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 2014, the PMS prepared **363** Full Briefing Kits (FBKs) for the President's foreign and local engagements and events; **81** For Your Information (FYI) reports; prepared the annual

<sup>1</sup> 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 for tax exemptions on foreign donations for government relief and rehabilitation will be part of PMS' MFO on "Provision of Decision Inputs to the Presidency".

**State of the Nation Address (SONA) Technical Report**, which details the points and programs laid out by the spoken address of the President; and acted upon **377** requests from the general public addressed to the President;

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

The PMS coordinated and/or managed **218** Presidential engagements; evaluated and acted upon **2,210** requests/proposals; processed and recommended to the President **601** qualified appointees to third level positions in the government; and provided secretariat support to **219** 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.

f  
4

**PHYSICAL REPORT OF OPERATION**  
As of 31 December 2014

v	Current Year Appropriations
	Supplemental Appropriations
	Continuing Appropriations
	Off-Budget Account

Department : OTHER EXECUTIVE OFFICES  
Agency/OU : PRESIDENTIAL MANAGEMENT STAFF  
Organization Code (UACS) :

PARTICULARS	UACS Code	Physical Targets				Physical Accomplishments				TOTAL	REMARKS
		1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	January to March (1st Qtr.)	April to June (2nd Qtr.)	July to September (3rd Qtr.)	October to December (4th Qtr.)		
<b>ORGANIZATIONAL OUTCOME: Responsive decision inputs and staff support to the Presidency</b>											
<b>MFO 1: Provision of decision inputs to the Presidency</b>											
Quantity Indicators											
1 Full Briefing Kits (FBKs) submitted		100%	100%	100%	100%	100% (128)	100% (131)	100% (52)	100% (52)	100% (363)	PEBO, EPO, HDEPO, SGPO, ORC
2 SONA Technical Report submitted				1		-	-	1	-	1	
3 FYI reports submitted		100%	100%	100%	100%	100% (8)	100% (17)	100% (51)	100% (5)	100% (81)	EPO, HDEPO, SGPO
4 Requests/proposals acted upon by PMS		100%	100%	100%	100%	100% (127)	100% (78)	100% (94)	100% (78)	100% (377)	EPO, HDEPO, SGPO, PCO
Quality Indicators											
1 Submitted reports accepted by the President (for items 1-3)		100%	100%	100%	100%	100%	100%	100%	100%	100%	
Timeliness Indicators											
1 Submissions within the prescribed timeframe of the President		100%	100%	100%	100%	100%	100%	100%	100%	100%	
2 Requests acted upon within the prescribed period		100%	100%	100%	100%	100%	100%	100%	100%	100%	
<b>MFO 2: Management of Presidential engagements and provision of secretariat support to the Presidency</b>											
Quantity Indicators											
1 Presidential engagements managed		100%	100%	100%	100%	100% (63)	100% (60)	100% (40)	100% (55)	100% (218)	ORC
2 Requests/proposals evaluated and acted upon		100%	100%	100%	100%	100% (598)	100% (124)	100% (866)	100% (622)	100% (2,210)	OSP
3 Appointments processed and submitted to the President, for approval		100%	100%	100%	100%	100% (104)	100% (134)	100% (187)	100% (176)	100% (601)	PPGS
4 Small group Cabinet-level meetings of the President provided secretariat support		100%	100%	100%	100%	100% (87)	100% (52)	100% (42)	100% (38)	100% (219)	EPO, HDEPO, SGPO

2  
C/A  
4

**PHYSICAL REPORT OF OPERATION**  
As of 31 December 2014

√	Current Year Appropriations
	Supplemental Appropriations
	Continuing Appropriations
	Off-Budget Account

Department : OTHER EXECUTIVE OFFICES  
Agency/OU : PRESIDENTIAL MANAGEMENT STAFF  
Organization Code (UACS) :

PARTICULARS	UACS Code	Physical Targets				Physical Accomplishments				TOTAL	REMARKS
		1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	January to March (1st Qtr.)	April to June (2nd Qtr.)	July to September (3rd Qtr.)	October to December (4th Qtr.)		
Quality Indicators 1 Submitted documents accepted by the President (for items 1 and 4)		100%	100%	100%	100%	100%	100%	100%	100%	100%	
Timeliness Indicators 1 Submissions within the prescribed timeframe of the President.		100%	100%	100%	100%	100%	100%	100%	100%	100%	
2 Requests acted upon within the prescribed period		100%	100%	100%	100%	100%	100%	100%	100%	100%	

\* Per National Budget Circular No.552, s. 2014, the PMS, in a letter dated 14 April 2014, submitted to the DBM its revised Major Final Outputs (MFOs), Performance Indicators; (PIs) and Organizational Outcomes. It may be noted that PMS, unlike other regular agencies, is a staff agency providing direct technical support to the President and has demand-driven deliverables. Hence, its targets are now expressed as 100% of the President's requirements.


Prepared by:

  
**RICKY V. BULALAKAW**  
Presidential Staff Officer V

Certified by:

  
**BRYAN JULIUS L. GABRIEL**  
Chief, Planning Division

In coordination with:

  
**MARITES N. CARILLA**  
Acting Chief, Budget Division

Reviewed by:

  
**SOCORRO Q. AYDINAN**  
Director IV,  
Financial Management and Planning Service

Recommending Approval:

  
**GUILLERMO E. FLORES**  
Assistant Secretary for Management Support

Approved by:

  
**Atty. HERMINIO C. BAGRO III**  
Undersecretary and Deputy Head