



## MEMORANDUM ORDER NO. 2016-03

### REORGANIZATION OF THE CLARK DEVELOPMENT CORPORATION

**WHEREAS**, the Governance Commission for GOCCs (GCG), is mandated to "evaluate the performance and determine the relevance of the GOCC, to ascertain whether such GOCC should be reorganized, merged, streamlined, abolished or privatized;

**WHEREAS**, the CDC Board undertook a reorganization of CDC to enable it to improve the investment viability of the Clark Freeport Zone, generate more employment for the locals, improve customer service to locators, and resolve land-banking issues and ancestral domain claims;

**WHEREAS**, the CDC has an authorized plantilla position consisting of 1,009 positions, of which 639 are filled as of 31 December 2015;

**WHEREAS**, following a series of Technical Working Group (TWG) meeting/discussions and negotiations between the authorized representatives of CDC and GCG, as well as a participatory process conducted by the CDC Board and Management, CDC officially submitted to the Governance Commission its *Revised Reorganization Plan* on 23 December 2015;

#### **NOW, BE IT-**

**RESOLVED**, the Revised Reorganization Plan of CDC with 38 organizational units and 657 positions is hereby **APPROVED** as reflected in the documents below, which form an integral part of this Memorandum Order (M.O.).

- Annex A** – Reorganization Plan;
- Annex B** – Organizational Structure;
- Annex C and C-1** – Staffing Pattern; and
- Annex D** – Functional Statement.

The highlights of the approved Reorganization Plan are as follows:

1. Net reduction in regular plantilla positions by 352 positions to 657 from the existing 1,009 positions;
2. Net reduction in organizational units to 38 from the existing units due to:
  - 2.1. Merging of:
    - a. Office of the Vice President (OVP) for Finance and OVP for Administration to Administration and Finance Group;
    - b. OVP for Business Development and OVP for Regulatory Services to Business Development and Business Enhancement Group;
    - c. Special Resources Division and Transportation office to Assets Management Division;

- d. Supply and Purchasing Department and BAC Secretariat to Purchasing Division; and
  - e. Enterprise Regulations Department and Incentive Evaluation and Import/Export Monitoring Office to Trade Facilitation Division.
- 2.2. Transferring the functions to other units and abolishing of:
- a. Office of the Executive Vice President/COO;
  - b. Office of the Assistant Vice President (OAVP) for Legal Affairs/ Chief Legal Counsel;
  - c. OAVP for Security and Technical Services;
  - d. Engineering, Construction and Maintenance Department; and
  - e. Contract Administration Office.
3. Creation of the following units:
- 3.1. Security Services Group;
  - 3.2. Legal Affairs Group/General Counsel;
  - 3.3. Information Technology Department;
  - 3.4. External Affairs Department;
  - 3.5. Construction Management Division;
  - 3.6. Building and Facilities Maintenance Division;
  - 3.7. Corporate Services Division; and
  - 3.8. Litigation Division.
4. Renaming of the following:

FROM	TO
All OVPs	Group
All OAVPs	Department
All Departments and Office	Division
Board Secretariat	Office of the Corporate Board Secretary
OVP for Operations	Engineering Services Group
OAVP for Investment Promotions	Business Development and Business Enhancement Department
OAVP for Permits, Licensing and Monitoring	Business Enhancement Department
Public Relations Department	Communication Division
Community Extension Services Office	CSR and Placement Division
Land Preservation Office	Estate Preservation Recovery Division
Building Utilities and Regulatory Department	Construction and Utility Permits Division

FROM	TO
Marketing Department	Investment Promotions Division I
Customer Service Department	Investment Promotions Division II
Environmental Management Department	Environmental Permits Division
Health Services Office	Health and Sanitation Division

**RESOLVED FURTHER**, the implementation of this order shall comply with the following conditions and guidelines:

1. Filling up of vacant positions shall be programmed to ensure the overall financial viability of agency operations relative to actual revenue collections and operating requirements;
2. Funding requirements for regular positions shall be sourced from the Corporate Operating Budget of CDC;
3. CDC shall submit to the GCG one hard copy and one digital copy in a CD of the Plantilla of Positions;
4. The Reorganization Plan shall be implemented within two (2) months after receipt of this M.O., subject to obtaining the necessary approvals from the Commission on Elections (COMELEC) during the effectivity of the election ban. A monthly progress report shall be submitted to GCG until the implementation has been completed;
5. Positions with incumbents that were abolished under the Reorganization shall be classified as Coterminous with the Incumbent (CTI), without prejudice to implementation of a separation pay system upon approval of the Compensation and Position Classification System (CPCS);
6. The pertinent civil service, budgetary, accounting, auditing and other relevant laws, rules and regulations shall be complied with; and
7. Any further modifications of the Organization Structure and Staffing Pattern (OSSP) are prohibited unless otherwise approved by the GCG.

**DONE**, in the City of Makati, this 3<sup>rd</sup> day of February, Two Thousand and Sixteen.

BY AUTHORITY OF THE COMMISSION:



**CESAR L. VILLANUEVA**

*Chairman*



**MA. ANGELA E. IGNACIO**  
*Commissioner*



**RAINIER B. BUTALID**

*Commissioner*