



MEMORANDUM ORDER NO. 2017-05

CREATION OF A PROCUREMENT MANAGEMENT DIVISION OF THE PHILIPPINE RETIREMENT AUTHORITY (PRetA)

WHEREAS, the Philippine Retirement Authority (PRetA) is primarily responsible for attracting foreign nationals and former Filipino citizens to invest, reside and retire in the Philippines with the end-view of accelerating the socio-economic development of the country, contributing to the foreign currency reserve of the economy and by providing them the best quality of life in the most attractive package;

WHEREAS, the PRetA requested for the creation of a Procurement Management Division to ensure efficiency and improvement of their procurement operations;

WHEREAS, the PRetA proposed to create seven (7) positions under the Procurement Management Division composed of the following: one (1) Division Chief III, one (1) Procurement Officer III, two (2) Procurement Officers II, and three (3) Procurement Officers I.

WHEREAS, the request was made in compliance to the DBM National Budget Circular No. 2015-558, *Guidelines in the Organization and Staffing of Procurement Units*;

WHEREAS, the Governance Commission for GOCCs (GCG) pursuant to Republic Act (R.A.) No. 10149 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, ...[and] implement the reorganization, merger or streamlining *unless otherwise directed by the President*.”;

WHEREAS, the GCG has determined that it is in the best interest to approve the creation of PRetA’s Procurement Management Division with only three (3) positions in the latter’s pursuit of its vital programs and objectives;

NOW, Be it –

RESOLVED, the creation of a Procurement Management Division is hereby **APPROVED** with the following positions:

No. of Positions	Position Title	Salary Grade
1	Division Chief III	24
1	Procurement Officer III	18
1	Procurement Officer II	15

RESOLVED FURTHER, that the authorization to create the Procurement Management Division with the aforementioned positions is **SUBJECT TO THE FOLLOWING CONDITIONS**:

- a. PRetA shall undertake the necessary workload analysis/ time and motion study for a minimum of one (1) year to determine the applicable number of staff for the Procurement Management Division;
- b. Quarterly update on the actions undertaken and the results thereof shall be submitted to the Governance Commission one (1) month after every end of the quarter;
- c. Funds for the purpose shall be taken fully from the corporate funds of the PRetA, as approved by its Governing Board, and no budgetary support will be provided by the National Government for Personal Services cost; and
- d. The pertinent budgetary, accounting, auditing, civil service and other applicable laws, rules and regulations shall be complied with.

DONE, in the City of Makati, this 24th day of October 2017.

Very truly yours,

SAMUEL G. DAGPIN, JR.
Chairman


MICHAEL P. CLORIBEL
Commissioner


MARITES CRUZ-DORAL
Commissioner