



MEMORANDUM ORDER NO. 2024-13

REQUEST FOR RETITLING OF HEADS OF DIVISIONS AND CONVERSION OF EXECUTIVE ASSISTANT IV (JG 12) UNDER THE PRESIDENT AND CEO TO SPECIAL ASSISTANT TO THE PRESIDENT AND CEO (JG14), RETITLING OF INFORMATION TECHNOLOGY OFFICERS II AND I, AND REALIGNMENT OF POSITIONS IN THE HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT DEPARTMENT (HRODD) AND CORPORATE ACCOUNTING DIVISION (CAD)

WHEREAS, the Governance Commission for GOCCs (GCG) approved the organizational structure and staffing pattern (OSSP) of PHILGUARANTEE as part of its Restructuring Plan through Memorandum Order (M.O.) No. 2019-10;

WHEREAS, PHILGUARANTEE Board of Directors in its Resolution No. 438, s. 2024, and Resolution No. 439 s. 2024, approved and confirmed the retitling of the heads of division to Division Manager and conversion of Executive Assistant IV (coterminous), Job Grade 12, under the President and CEO to the position of Special Assistant to the President and CEO (coterminous) with a rank of Vice-President (JG 14) in PHILGUARANTEE;

WHEREAS, the PHILGUARANTEE requested approval to retitle the Division Heads, Information Technology Officers II and I and realign authorized number of positions in Human Resource and Organizational Development (HRODD) and Corporate Accounting Division (CAD).

WHEREAS, the 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 determined that it is in the best interest of the State and the public to convert, retitle and realign various positions in PHILGUARANTEE;

NOW, Be it –

RESOLVED, the **CONVERSION** of the following position in PHILGUARANTEE is **APPROVED**:

FROM POSITION TITLE	JOB GRADE	To POSITION TITLE	JOB GRADE	No. OF POSITION
Executive Assistant (coterminous)	12	Special Assistant to the President and CEO (coterminous)	14	1

RESOLVED FURTHER, that the GCG hereby **APPROVED WITH MODIFICATION** the retitling of Head of Divisions, Information Technology Officers II and I and realignment of authorized number of positions in the Human Resource

and Organizational Development (HRODD) and Corporate Accounting Division (CAD) as reflected in the attached **Staffing Pattern**.

RESOLVED FINALLY, the foregoing is **SUBJECT TO THE FOLLOWING CONDITIONS** as follows:

- a. Funds for the purpose of conversion shall be taken fully from the corporate funds of PHILGUARANTEE, as approved by its Governing Board, and no budgetary support will be provided by the National Government for personal services;
- b. The pertinent civil service, budgetary, accounting, auditing, and other applicable laws, rules, and regulations shall be complied with;
- c. Any further modification/s on the PHILGUARANTEE's Organizational Structure and Staffing Pattern is/are prohibited unless otherwise approved by the GCG.

DONE, in the City of Makati, this 15 day of MAY 2024.



ATTY. MARIUS P. CORPUS
Chairperson



ATTY. BRIAN KEITH F. HOSAKA
Commissioner



ATTY. GERALDINE MARIE B. BERBERABE-MARTINEZ
Commissioner