



**MEMORANDUM ORDER NO. 2023-07**

**ISOLATED CHANGES IN THE ORGANIZATIONAL STRUCTURE AND STAFFING PATTERN (OSSP) OF THE TOURISM INFRASTRUCTURE AND ENTERPRISE ZONE AUTHORITY (TIEZA)**

**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**, TIEZA requested for the creation of a Procurement Management Division under the Administrative Services Department, reclassification of Board Secretary V, and creation of two (2) Administrative Officer III positions under the Office of the Corporate Secretary;

**WHEREAS**, the GCG determined that it is in the best interest of the State and the public to create the business units and positions and reclassify the positions mentioned hereunder;

**NOW**, Be it –

**RESOLVED**, the following isolated changes in the OSSP of TIEZA are hereby **APPROVED**:

- a. Creation of a Procurement Management Division under the Administrative Services Department;

No.	Position Title	SG	JG
1	Chief Administrative Officer V	24	12
1	Supervising Administrative Officer	22	12
1	Administrative Officer V	18	11
2	Administrative Officer IV	15	10
<b>5</b>	<b>TOTAL</b>		

- b. Reclassification of Board Secretary V (SG 24/JG 12) to Board Secretary VI (SG25/JG12); and
- c. Creation of two (2) Administrative Officer V (SG 18/JG 11) positions in the Office of the Corporate Secretary.

**RESOLVED FURTHER**, the foregoing is **SUBJECT TO THE FOLLOWING CONDITIONS**:

- a. Funds for the purpose shall be taken fully from the corporate funds of TIEZA, as approved by its Governing Board, and no budgetary support will be provided by the National Government for personal services; and

b. 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 4<sup>th</sup> day of May 2023.

  
**Justice ALEX L. QUIROZ (ret.)**  
*Chairperson*

  
**Atty. GIDEON D.V. MORTEL, D.C.L.**  
*Commissioner*

  
**Atty. GERALDINE MARIE  
BERBERABE-MARTINEZ**  
*Commissioner*