



MEMORANDUM ORDER NO. 2013-34

RATIONALIZATION OF THE PHILIPPINE RETIREMENT AUTHORITY

WHEREAS, Executive Order (E.O.) No. 366, s. 2004, directed a strategic review of the operations and organizations of the Executive Branch including Government-Owned or -Controlled Corporations (GOCCs), and provided options and incentives for government employees who may be affected by the rationalization of functions and agencies of the Executive Branch;

WHEREAS, the Governance Commission for GOCCs (GCG), pursuant to Section 5(a) of the "GOCC Governance Act of 2011" (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, in consultation with the department or agency to which a GOCC is attached;"

WHEREAS, the Philippine Retirement Authority (PRetA) plantilla consisting of 57 positions, of which 36 are filled, was approved in 1985 and is no longer suited to meet current conditions;

WHEREAS, the PRetA Board of Trustees approved the Rationalization Plan (RP) under Resolution No. 08, s. 2006 and Resolution No. 011, s. 2011, for the approval of GCG;

WHEREAS, following a discussion during the 15 May 2013 Technical Working Group meeting between the representatives from the PRetA Change Management Team (CMT) and the GCG, PRetA officially revised its RP and submitted the same to the Commission on 17 May 2013;

NOW, BE IT—

RESOLVED, the said Revised RP of PRetA is hereby **APPROVED** with 20 organizational units and 96 positions as reflected in the documents below which form as an integral part of this Memorandum Order (M.O.).

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

The highlights of the approved RP are as follows:

1. The RP increased the existing regular plantilla positions by 39 positions from 57 to 96;

2. Creation of Internal Audit Division under the Board of Trustees and four (4) Satellite Offices under the Servicing Division;
3. Transfer of functions of the legal unit from the Office of the Board Secretary to the Office of the General Manager;
4. Creation of Retiree Assistance Officer I (SG 11) as additional unique position;
5. Upgrading of the heads of different units, as follows; and:

FROM	TO
Management Service Office <i>Department Manager II (SG 25)</i>	Management Services Department <i>Department Manager III (SG 26)</i>
Management Information System Division <i>Division Chief II (SG 23)</i>	Information and Communications Technology Division <i>Information Technology Officer III (SG 24)</i>
Corporate Planning Division <i>Division Chief II (SG 23)</i>	Corporate Planning Division <i>Planning Officer V (SG 24)</i>
Finance & Administration Department <i>Department Manager II (SG 25)</i>	Administrative Services Department <i>Department Manager III (SG 26)</i>
Administrative Division <i>Division Chief II (SG 23)</i>	Administrative Support Division <i>Chief Administrative Officer (SG 24)</i>
Financial Planning and Control Division <i>Division Chief II (SG 23)</i>	Financial Management Division <i>Division Chief III (SG 24)</i>

6. Renaming of the following units:

FROM	TO
Office of the Corporate Secretary and Legal Counsel	Office of the Corporate Secretary
Management Service Office	Management Services Department
Management Information System Division	Information and Communications Technology Division
Resident Retiree Servicing Center	Resident Retiree Servicing Department
Finance and Administration Department	Administrative Services Department
Administrative Division	Administrative Support Division
Financial Planning and Control Division	Financial Management Division
Client Relations Division	Client Relations and Program Development Division

RESOLVED FURTHER, that 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 included in the Corporate Operating Budget of the Corporation;
3. PRetA shall adopt and offer the retirement and separation package for personnel affected by the Rationalization Plan using the incentives provided under the Executive Order (E.O.) No. 366, s. 2004, as amended by E.O. No. 77, s. 2012;