



MEMORANDUM ORDER NO. 2013 - 45

REORGANIZATION OF THE JOHN HAY MANAGEMENT CORPORATION

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 John Hay Management Corporation's (JHMC) 28 August 2012 Table of Organization as approved by its Board under Resolution No. 2012-0828-124 as approved and ratified by its parent corporation, the Bases Conversion Development Authority, under Board Resolution No. 2013-05-077 dated 23 May 2013, has a total plantilla of 53 positions, of which 46 are filled;

WHEREAS, following the discussions during the 03 and 09 July 2013 Technical Working Group (TWG) meetings between the representatives from the JHMC and the GCG, the 28 August 2012 JHMC and BCDA-approved Table of Organization requires amendments of the same;

NOW, BE IT—

RESOLVED, the Revised Reorganization Plan of JHMC with 17 organizational units and 57 positions is hereby **APPROVED WITH MODIFICATIONS** as reflected in the documents below, which form as an integral part of this Memorandum Order (M.O.).

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

The highlights of the approved Reorganization Plan are as follows:

1. Increase of existing regular plantilla positions by 4 positions from 53 to 57;
2. Decrease of existing organizational units from 23 to 17 due to the following:
 - a. Abolition of the three (3) divisions under the Finance Department and 3 divisions under the Business and Land and Assets Development Department and the Corporate Planning Office;
 - b. Upgrading of Security and Safety Division into Safety and Security Department under the Office of the President and CEO;
 - c. Creation of the Business Development Department;

3. Renaming of the following units:

FROM	TO
Legal Services Department	Legal Department
Administrative Department	Administrative Services Department
Finance Department	Finance Services Department
Environment and Project Services Department	Environment and Asset Management Department
Business and Land and Assets Development Department	Business Development Department
Human Resource Management and General Service Division	Human Resource Services Division
Property and Procurement Division	General Services Division

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

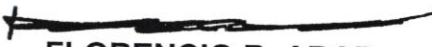
1. Filling up of vacant positions shall be programmed to ensure the overall financial viability of agency operations relative to actual revenue collections and operating requirements;
2. Funding requirements for regular positions shall be sourced from the Corporate Operating Budget of JHMC;
3. JHMC shall adopt and offer the retirement and separation package for personnel affected by the Reorganization Plan using the incentives provided under the Executive Order (E.O.) No. 366, s. 2004, as amended by E.O. No. 77, s. 2012;
4. The Board of Directors through the President and CEO shall be accountable for the payment of separation benefits to the retirees/separatees pursuant to the pertinent provisions of E.O. No. 366;
5. JHMC shall submit to the GCG one hard copy and one digital copy in a CD of the Plantilla of Positions;
6. The Reorganization Plan shall be implemented within two (2) months after receipt of this M.O. and a monthly progress report shall be submitted until such has been completed;
7. The pertinent civil service, budgetary, accounting, auditing and other relevant laws, rules and regulations shall be complied with; and
8. Any further modification/s on the GCG-Approved Organization Structure and Staffing Pattern (OSSP) is/are prohibited unless otherwise approved by the GCG.

DONE, in the City of Makati, this 14th day of November, Two Thousand and Thirteen.


CESAR L. VILLANUEVA
Chairman


CESAR V. PURISIMA
DOF Secretary
009643


MA. ANGELA E. IGNACIO
Commissioner


FLORENCIO B. ABAD
DBM Secretary


RAINIER B. BUTALID
Commissioner