



Republic of the Philippines
North Eastern Mindanao State University

NORTH EASTERN MINDANAO STATE UNIVERSITY
TANDAG CAMPUS
RECORDS OFFICE

MEMORANDUM FROM THE OFFICE OF THE PRESIDENT
No. 0329, s. 2025

RELEASED

DATE: 9-10-25
TIME: 10:41 AM
BY: [Signature]

TO: Performance Management Team
-Vice President for Administration and Finance
-Vice President for Planning and Strategic Initiatives
-Chief Administrative Officer for Finance
-Planning Officer III
-Accountant III
-HRMO III
-FU President or his/her duly authorized representative
-NTPA President or his/her duly authorized representative

DATE: September 8, 2025

SUBJECT: MEETING ON THE DELEGATION OF AUTHORITY TO CAMPUS
DIRECTORS TO SIGN INDIVIDUAL PERFORMANCE COMMITMENT
AND REVIEW (IPCR) FORMS OF PERSONNEL ASSIGNED TO THEIR
RESPECTIVE CAMPUSES

Greetings of peace and solidarity.

As approved during the last Special Administrative Council meeting held on August 19, 2025 via Zoom, the Performance Management Team (PMT) shall convene to review the Strategic Performance Management System (SPMS), specifically regarding the scope of the President's signatory function, to ensure alignment with the approved SPMS, and further seek approval of the Civil Service Commission (CSC) prior to presentation to the Board of Regents (ACo Res. No. 069, s. 2025).

Reviewing the 2022 Revised SPMS is necessary to give clarity to a broad function of the SPMS Champion. The focus will be on the signatory provisions in the SPMS rather than the entire system. While the existing SPMS is in force, there is urgency in addressing signatory concerns of those in the campus level to expedite transactions and avoid liability. The meeting shall also discuss the establishment of Campus PMTs to review the IPCR's of all personnel in the campus, except those with University-level designations.

The meeting will be on September 11, 2025 at 9:00 AM. Venue will be at the University Board Room, Administration Building, Tandag Campus. The PMT shall apprise the undersigned of the outcomes of the meeting.

For your compliance. Padayon sa pag-ALPAS NEMSU!

For the grassroots and in the spirit of vibrant leadership,


Digitally signed
by Loayon
Nemesio Gallardo
Date: 2025.09.10
10:38:45 +0800
NEMESIO G. LOAYON
SUC President III

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