

## II. OFFICE OF THE PRESIDENT

## A. THE PRESIDENT'S OFFICES

## STRATEGIC OBJECTIVES

## MANDATE

To provide administrative, advisory, consultative and other support services to the President in the latter's exercise of his/her powers and functions as Head of State and the Executive Branch.

## VISION

As the premier office of the land, the Office of the President shall be an exemplary, leading and dynamic organization in the civil service, composed of dedicated, concerned and caring professional public servants consistently committed to provide high quality staff support services to the President, and to render prompt, efficient and effective service towards achieving national goals.

## MISSION

The Office of the President shall provide the President with administrative, advisory, consultative, research and fact-finding support services with utmost dedication, professionalism, efficiency, effectiveness, honesty, integrity, dynamism, accountability and transparency in the exercise of the President's functions as Head of State and Head of Government by possessing sufficient knowledge of existing rules and regulations and the skills to apply the same, including the adoption of international operations standard without compromising national interest and general welfare of the public.

## KEY RESULT AREAS

Anti-Corruption/transparent, accountable and participatory governance

## SECTOR OUTCOME

Good governance

## ORGANIZATIONAL OUTCOME

Responsive support services to the Presidency

## PERFORMANCE INFORMATION

KEY STRATEGIES

1. Strengthening of the management, executive and technical services to support the policy development and monitoring activities necessary to achieve the President's outcome-based key priorities under the Social Contract with the Filipino people;
2. Strengthening and ensuring the provision of timely policy advice and recommendation relative to the needed intervention of the President on priority areas of governance;
3. Enhancing the performance of complete staff work on legal decisions and related actions pertaining to cases brought to the attention of the President;
4. Efficient and effective management of official, ceremonial and diplomatic affairs of the President, including the conduct of state visits locally and abroad; and
5. Prudent utilization and optimization of resources, and mobilization of competent and professional staff to support the President's overall governance agenda within the principles of accountability, transparency, and responsiveness to the concerns of citizens and other stakeholders.

ORGANIZATIONAL OUTCOMES (Oos) / PERFORMANCE INDICATORS (PIs)BASELINE2016 TARGETS

Responsive support services to the Presidency

Percentage of responsive support services to the Presidency

100% of the President's  
requirementsMAJOR FINAL OUTPUTS (MFOs) / PERFORMANCE INDICATORS (PIs)2016 Targets**MFO 1: EXECUTIVE, TECHNICAL AND MANAGEMENT SERVICES**

Action documents and instruments submitted to the Executive Secretary

No. of action documents/instruments processed

5,695

Compliance of Memorandum Circular No. 68, s. 2004 on Complete Staff Work

100%

Action documents processed within fifteen (15) working days (as required by RA 6713)

5,695

Policy papers/instruments and issuances submitted to the President

No. of policy papers/instruments and issuances submitted to the President thru the Executive Secretary

1,315

Compliance to Memorandum Circular No. 68, s. 2004 on Complete Staff Work

100%

Policy papers/instruments and issuances submitted within set deadline

100%

Government offices engaged/consulted on various policy directives/good governance initiatives/internal control systems

Percentage of government offices engaged /consulted as required

100%

Percentage of target Government Offices engaged/consulted on various policy directives/good governance initiatives/internal control systems

100%

Submission of feedback reports within set deadline

100%

**MFO 2: ADVISORY SERVICES**

Policy recommendations translated to Presidential directive

No. of policy recommendations translated to Presidential directives

201

Policy recommendations translated into Presidential directive

100%

Policy recommendations translated to Presidential directives within set deadline

201

Publication of Presidential Issuances

Number of Presidential Issuances published

48

Accuracy of published Presidential Issuances

100%

Publication of Presidential Issuances in less than ten (10) days from date of signing by the President

48

**MFO 3: LEGAL SERVICES**

Orders/Decisions/Resolutions (ODRs) submitted to the Deputy Executive Secretary for Legal Affairs (DESLA)/Executive Secretary

No. of appealed cases resolved

1,144

Rate of approval of ODRs submitted to DESLA/ES

100%

Disposal rate of appealed cases targeted for the year

100%

Legal opinions and legal actions

Percentage of legal opinions and legal actions released

100%

Percentage of internal client satisfaction

100%

Disposal of action documents within fifteen (15) working days (as required by RA 6713)

100%

Resolutions on Disciplinary actions involving Presidential appointees

No. of resolutions submitted to DESLA / ES

200

Rate of approval on recommended resolutions

100%

Resolution of cases within the set deadline

100%

**MFO 4: PRESIDENTIAL EXECUTIVE STAFF SERVICES**

Presidential Events managed

No. of Presidential Events managed

710

Percentage of internal customer satisfaction

100%

Event requirements in place thirty (30) minutes before scheduled start

100%

Documents managed for the President

No. of documents managed for the President

4,720

Percentage of documents acted upon

100%

Action on documents within fifteen (15) days as per RA 6713

100%

Coverage of Presidential Events

No. of Presidential Events covered

1,102

Archiving and documentation of Presidential Events

100%

Dissemination of Presidential photos within the set deadline

8,500