



CENTRAL LUZON STATE UNIVERSITY

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Office of the University President

Memorandum No.: 02-02-2017 (09)

TO: DR. EMMANUEL V. SICAT, Chair
DR. EDGAR A. ORDEN, Co-Chair
DR. CHERYL G. RAMOS, Member
DR. ARNEL T. PANUYAS, Member
DIR. EVELYN Y. HILARIO, Member
ENGR. JOSE A. MATUTINO, JR., Member
MR. JONATHAN T. GURION, Member
UNIVERSITY INSPECTORATE TEAM FOR INFRASTRUCTURES, Member
MR. RONNIE L. GUTIERREZ, Secretary

From: The University President

Date: February 2, 2017

SUBJECT: RECONSTITUTION OF THE PROGRAM AND PROJECT MONITORING
AND EVALUATION TEAM (PAP-MET)

With Dr. Emmanuel V. Sicat as Chair, you are hereby reconstituted as a Team directly under the University President to monitor program and project implementation of Capital Outlays funded from the General Appropriations Act pursuant to the provisions of Administrative Order No. 46 on the Measures to Facilitate Budget Execution.

Your specific functions, duties and responsibilities are as follows:

1. Ensure execution and delivery of services, outputs, and outcomes according to the program implementation;
2. Identify agency programs and projects with historical trends of low disbursement rates and those with anticipated delays;
3. Come up with an agency delivery and execution strategy to troubleshoot the anticipated bottlenecks and delays of those programs and projects;
4. Work closely with the Department of Budget and Management (DBM) in quarterly monitoring and evaluation of project execution to facilitate remedial measures; and
5. Submit quarterly reports on the:
 - a. Progress of program and project implementation against targets and implementation plans;
 - b. Problems/issues encountered and measures adopted to address the same; and
 - c. Catch-up plans and alternative modes of implementation, if applicable, to enable the university to meet its programmed implementation.

The quarterly reports shall be submitted to the undersigned within 5 days after the end of each quarter.

Please be guided accordingly.


TERESO A. ABELLA
University President