



26 January 2022

MR. CEASAR G. ORACION

Acting Chairperson

MR. ALLAN R. GARCIA

President and CEO (PCEO)

JOHN HAY MANAGEMENT CORPORATION (JHMC)

John Hay Special Economic Zone,
 Camp John Hay, Baguio City

RE: AUTHORIZATION TO IMPLEMENT THE CPCS UNDER E.O. No. 150

Dear Acting Chairperson Oracion and PCEO Garcia,

In accordance with Section 8 of Executive Order (E.O.) No. 150, s. 2021¹ and Section 4 of the Compensation and Position Classification System (CPCS) Implementing Guidelines No. 2021-01,² the Governance Commission hereby authorizes the **JOHN HAY MANAGEMENT CORPORATION (JHMC)** to implement the CPCS under E.O. No. 150.

Based on JHMC's nature of operations, financials, and full-time equivalent (FTE) positions, below is the summary of its CPCS classification and tier:

JHMC	
Category	3
GOCC Grade³	17
Tier⁴	CPCS financials fall below the cut-off for the lowest Tier for Category 2 and 3 GOCCs
Applicable CPCS Salary Structure	Category 1 Salary Structure ⁵

Upon receipt of this authorization, JHMC shall adopt the Category 1 Salary Structure based on the scheme that will be approved by its Governing Board, with due consideration of the Corporation's affordability and sustainability to continually implement the CPCS rates for its officers and employees.⁶ JHMC shall use the CPCS Job Grade equivalent of its positions provided in **Annex A**.⁷

¹ *Approving the Compensation and Position Classification System (CPCS) and Index of Occupational Services, Position Titles, and Job Grades for GOCCs (IOS-G) Framework, Repealing Executive Order No. 203 (s. 2016), and for Other Purposes.*

² *Implementing Guidelines of Executive Order No. 150, s. 2021. Published in the Official Gazette on 14 January 2022.*

³ Based on 2017-2019 financials in accordance with Section 4.1 of the CPCS Implementing Guidelines.

⁴ Based on 2018-2020 financials in accordance with Section 4.3 of the CPCS Implementing Guidelines.

⁵ Section 1.1.2. Part A, Chapter VI of the E.O. 150 attachment provides that: "All GOCCs under Categories 2 and 3 with financials falling at 1.98B below will automatically follow the pay structure for a Category 1 GOCC."

⁶ Chapter I(2) of CPCS Implementing Guidelines.

⁷ The listing of positions in *Annex A* does not revise nor modify the approved staffing pattern of JHMC.

The final Job Evaluation (JE) results with the career bands of each position shall be provided once the same has been validated.⁸ In the meantime, JHMC may already adopt the CPCS salary structure as provided above. For allowances, benefits and incentives that require the determination of the career band of the positions entitled thereto, the same shall be granted in accordance with existing DBM and CSC issuances pursuant to Chapter XI of the CPCS, until such time that the GCG has issued the final JE results of the GOCCs.

Further, considering that JHMC has fully complied with the CPCS requirements upon the approval of E.O. No. 150, it may retroactively apply the appropriate salary structure, and the allowances, benefits and incentives under the CPCS effective 05 October 2021 in accordance with Chapter I(1) of the CPCS Implementing Guidelines.

In the implementation of the CPCS, JHMC Governing Board is hereby enjoined to ensure faithful compliance with the provisions of E.O. No. 150 and CPCS Implementing Guidelines No. 2021-01, as well as all existing budgeting, accounting, and auditing rules and regulations.

Finally, it must be stressed that pursuant to Section 12 of E.O. No. 150, in relation to Section 5(h) of Republic Act No. 10149,⁹ failure or refusal to implement the CPCS rates, or the lower amounts provided under Section 11 thereof when applicable, shall cause the GOCC to undergo a mandatory action and be reorganized, merged, streamlined, abolished or privatized, upon recommendation of its Supervising Agency, without prejudice to the imposition of other penalties as sanctioned by other applicable laws, rules and regulations.

FOR YOUR GUIDANCE AND COMPLIANCE.

Very truly yours,



Digitally signed by:

CHAIRMAN SAMUEL G. DAGPIN, JR.



MICHAEL P. CLORIBEL
Commissioner



MARITES C. DORAL
Commissioner

Cc: COA Resident Auditor – JHMC

⁸ The CPCS Consultant, Willis Towers Watson (WTW), conducts the initial JE of the positions in the GOCCs based on the Job Descriptions submitted by the GOCCs. The JE results are then being validated by the GCG.

⁹ GOCC Governance Act of 2011.

Annex A

CPCS JOB GRADE EQUIVALENT OF THE POSITIONS OF JHMC

John Hay Management Corporation (JHMC)			
No.	Units	Current Salary Grade	CPCS Job Grade
	Office of the Board of Directors		
	Internal Audit Office		
1	Internal Audit Manager	24	12
1	Internal Auditor Assistant	18	11
	Office of the Corporate Secretary		
1	Board Secretary	20	12
1	Assistant Board Secretary	17	10
	Office of the President and Chief Executive Officer		
1	President and CEO	29	17
1	Corporate Planning Manager	22	12
1	Community Relations Officer	21	11
1	Executive Assistant	20	11
1	Clerk - Corporate Planning Officer	14	9
1	Driver	9	7
	Business Development Department		
1	Business Development Manager	24	12
1	Business Development and Marketing Officer	20	11
1	Business Development and Marketing Assistant	16	10
	Legal Department		
1	Legal Manager	24	12
1	Assistant Legal Manager	22	12

John Hay Management Corporation (JHMC)			
No.	Units	Current Salary Grade	CPCS Job Grade
1	Legal Research and Investigation Specialist	18	11
	Safety and Security Department		
1	Safety and Security Manager	24	12
1	Safety and Security Officer	18	11
	Office of the Vice President and Chief Operations Officer		
1	Vice President and Chief Operations Manager	27	16
1	Executive Assistant	17	10
	Administrative Services Department		
1	Administrative Services Manager	24	12
	General Service Division		
1	General Services Manager	22	12
1	Procurement Officer	19	11
1	Property Custodian	18	11
1	Supply Assistant	15	10
1	Cottage Attendant I	11	8
1	Facilities and Maintenance Staff	11	8
2	Driver	9	7
	Human Resource Division		
1	Human Resource Manager	22	12
1	Human Resource Officer	19	11
1	Human Resource Assistant	18	11
	Information and Communication Technology Division		
1	Information and Communications Technology Manager	22	12
1	Information and Communications Technology Officer	19	11
1	Information and Communications Technology Specialist	18	11
1	Records Management Specialist	18	11
	Environment and Asset Management Department		
1	Environment and Asset Management Manager	24	12

John Hay Management Corporation (JHMC)			
No.	Units	Current Salary Grade	CPCS Job Grade
	Environment Management Division		
1	Environment Manager	22	12
1	Environment Officer	21	11
1	Plant Nursery Assistant II	10	7
	Land and Asset Management Division		
1	Land and Asset Development Manager	22	12
1	Land and Asset Development Officer	21	11
	Project Management Division		
1	Project Manager	22	12
1	Project Management Officer/Electrical Engineer	21	11
1	Senior Quantity Surveyor	21	11
	Finance Services Department		
1	Finance Manager	24	12
1	Accountant	22	12
1	Budget Officer	21	11
1	Treasury and Investment Officer	21	11
1	Cashier	18	11
1	Financial Analyst	18	11
1	Ticketing Clerk	13	9
	Special Economic Zone Administration Department		
1	Special Economic Zone Administration Department Manager	24	12
1	Customs Compliance Officer	21	11
1	Customs Compliance Assistant	16	10
1	Labor Center Processor	15	10
1	One Stop Action Center Processor	14	9
57	Grand Total		