

**QUARTERLY PHYSICAL REPORT OF OPERATION**  
For the Quarter Ending June 2014

Department : Legislative-Executive Development Advisory Council (LEDAC)  
Agency/OU : LEDAC Secretariat  
Fund : LEDAC Secretariat

Program / Activity / Project	Performance Measures	Physical Target	Accomplishment	Variance	Remarks
A. PROGRAMS I. GAAS II. STO III. Operations <b>Provision of Secretariat Support to the LEDAC</b>	<b>Meetings:</b> <ul style="list-style-type: none"> <li>• Number of meetings facilitated</li> <li>• % of participants who rate the secretariat services as good or better</li> <li>• % of participants who consider minutes of meetings as accurate</li> <li>• % meeting minutes that are distributed to participants for verification within 1 day of meeting</li> <li>• % of agenda and meeting documentation distributed to meeting participants at 48 hours prior to scheduled meeting time</li> </ul>	<ul style="list-style-type: none"> <li>• Quarterly or as necessary</li> <li>• 90%</li> <li>• 90%</li> <li>• 90%</li> <li>• 90%</li> </ul>	1 pre-LEDAC meeting (comprising of the Office of the Executive Secretary or OES, Office of the Executive Secretary for Legal Affairs or ODESLA, and NEDA-LEDAC Secretariat) on April 4, 2014 where a consolidated and updated list of proposed 16 <sup>th</sup> Congress priority legislative measures and criteria for vetting thereto were finalized.	<ul style="list-style-type: none"> <li>• 1 (executive level)</li> <li>• 90%</li> <li>• 90%</li> <li>• 90%</li> <li>• 90%</li> </ul>	Agenda folders, presentation materials, summary of agreements/ highlights of the meeting, matters arising prepared and/or distributed within set deadline


	<b>Reports and other administrative matters:</b> <ul style="list-style-type: none"> <li>• Frequency of reports on the status of/legislative alerts on priority measures</li> <li>• % of reports submitted to ODG/DBM/COA/OP/ other requesting agency within the prescribed period</li> <li>• # of studies/research on legislative and operational concerns</li> </ul>	<ul style="list-style-type: none"> <li>• Monthly/ quarterly reports/updates on the status of/ legislative alerts on priority measures submitted</li> <li>• 100%</li> <li>• 2 for CY 2014 or as directed/ necessary</li> </ul>	<p>Updated and submitted the list of proposed 16<sup>th</sup> Congress priority legislative measures as part of the agenda of the pre-meeting held on April 4, 2014.</p> <p>Prepared/submitted the Refined Organizational Outcome (OO) with corresponding Performance Indicators (PIs)</p> <p>Completed and submitted to the Office of the Executive Secretary (OES), the study on the status of implementation and assessment on the outcome of 15<sup>th</sup> Congress priority legislations (LEDAC CLA/PDP legislative agenda enacted into laws).</p>	<p>1</p> <p>100%</p>	<p>Also reviewed the list of proposed 16<sup>th</sup> Congress legislative measures vis-à-vis consistency with PDP legislative agenda.</p>
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Prepared by:

  
**CELESTE GOMEZ**  
SVEDS

Date: 7/25/14

Certified Correct:

  
**Atty. JOCELYN P. REYES**  
Director IV

Date: 7/25/14

Approved by:

  
**NESTOR R. MIJARES IV**  
Deputy Director-General

Date: \_\_\_\_\_