



REPUBLIC OF THE PHILIPPINES
OFFICE OF THE PRESIDENT

DANGEROUS DRUGS BOARD

**BOARD RESOLUTION NO. 11
Series of 2020**

SUBJECT: ELEVATION OF THE MANAGEMENT INFORMATION SYSTEMS UNIT (MISU) OF THE DANGEROUS DRUGS BOARD SECRETARIAT TO MANAGEMENT INFORMATION SYSTEMS DIVISION (MISD), AND OTHER RELATED MATTERS

WHEREAS, the Dangerous Drugs Board Secretariat (DDBS) currently maintains Management Information Systems Unit (MISU), which is tasked to handle the development, installation and upkeep of the Board's Information and Communications Technology (ICT) Systems, databases, and applications including the provision of the requisite ICT services;

WHEREAS, pursuant to the proposed Staffing Modification for the creation of new plantilla positions, and the re-classification and retitling of existing ones made in CY 2017, the Department of Budget and Management (DBM), on 3 February 2020, granted the creation of thirty-one (31) new plantilla positions to augment the existing staff of the Board, as well as the provision of the requisite administrative, financial and other general support services to the DDBS' units/personnel;

WHEREAS, of the said number of newly-created plantilla positions, four (4) are under the MISU, which would be in addition to its present complement of four (4) Regular Employees, six (6) under Contract of Service, and two (2) Consultants;

WHEREAS, the four (4) newly-created plantilla positions with their respective Salary Grade under the MISU are as follows: Information Technology Officer III (SG 24); Information Technology Officer II (SG 22); Information System Analyst II (SG 16); and Information System Analyst I (SG 12);

WHEREAS, aside from the grant of the thirty-one (31) newly-created plantilla positions, the DBM has also expressed favorably for the elevation of the MISU into a Division;

WHEREAS, in view of the above-stated developments, it has been recommended that the Board approve the elevation of the Management Information Systems Unit to Management Information Systems Division.


NOW, THEREFORE, BE IT RESOLVED, as it is hereby **RESOLVED**, to approve the elevation of the MISU to MISD. It is also **RESOLVED** further that the DBM be duly informed of this decision of the Board so that they can reflect the necessary and appropriate changes in the Organizational Structure and Staffing of the DDBS, insofar as the MISD is concerned, in their official records.

APPROVED and **ADOPTED** this 24th day of September in the year of Our Lord, 2020, in Quezon City.



Secretary CATALINO S. CUY, CEO VI
Chairman

Attested by:



Undersecretary EARL P. SAAVEDRA, CESE
Secretary of the Board