

# **GUIDELINES/MECHANICS IN RANKING OF DELIVERY UNITS FOR THE GRANT OF PERFORMANCE-BASED BONUS (PBB) FY 2017**

## **1. Legal Basis**

The criteria and ranking system herein provided for CY 2017 are pursuant to IATF Memorandum Circular No. 2017-1 dated March 9, 2017 titled "Guidelines on the Grant of the Performance-Based Bonus for Fiscal Year 2017 under Executive Order No. 80 and Executive Order No. 201 s. 2016".

## **2. Criteria in Ranking Delivery Units**

PhilRice Performance Management Group (PMG) sets the criteria and ranks *all* the delivery units based on their contributions towards the over-all attainment of the Institute's Major Final Outputs (MFOs) and the respective targets of Support-to-Operations (STOs) and General Administrative and Support Services (GASS). Ranking was done based on the following criteria:

- Division/Officer Performance Commitment and Review (D/OPCR) rating
- Timely submission of reports (Accomplishment reports, IPCR and DPCR)
- Statement of Assets and Liabilities (SALN) submission
- Attendance to institutional activities
- Compliance to financial requirement and guidelines
- Housekeeping and safety

## **3. Ranking of Delivery Units**

The PMG shall force rank all Delivery Units accordingly by sector:

- a. Research
- b. Development
- c. General Administrative and Support Services
- d. Station

These will then be rank as follows:

Ranking	Performance Category
Top 10% (from each sector)	Best Delivery Unit
Next 25% (from each sector)	Better Delivery Unit
Next 65% (from each sector)	Good Delivery Unit

6. Rates of the FY 2017 PBB:

The PBB rates of individual employees shall depend on the performance ranking of the department/delivery unit where they belong, based on the individual's monthly basic salary as of December 31, 2017, as follows:

Performance	PBB as % of Monthly Basic Salary
Best Delivery Unit	65%
Better Delivery Unit	57.5%
Good Delivery Unit	50%

  
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