

Government Arsenal System of Division/Office Rating and Ranking

1. In compliance to Memorandum Circular No. 2017-1 dated March 9, 2017 of the Inter-Agency Task Force (AO 25) re: Guidelines on the Grant of the Performance-Based Bonus for Fiscal Year 2017 under Executive Order No. 80 s. 2012 and Executive Order No. 201 s. 2016 , the Government Arsenal-Performance Management Team (PMT) and Technical Working Group (TWG) established the system that will be used in rating and ranking of division/office under the following performance category:

<u>Ranking</u>	<u>Performance Category</u>
Top 10%	Best Performer
Next 25%	Better Performer
Next 65%	Good Performer

2. The approved criteria set by the GA PMT/TWG in rating and ranking the division/office are as follows:

Criteria	Description	%	Responsible Office
Division Accomplishment	This will be based on physical accomplishment of target by MFO (70%)	70	PLD/AD
Timeliness/Completeness of submission of documents/reports	This will be measured through the timeliness and completeness of submission of IPCR, Annual Budget Proposal, APP, SALN, DTR	30	PLD, AD, FMD
	TOTAL	100	

STANDARD	% WEIGHT
Physical Accomplishment (per annual target)	70
100% accomplishment - 70	
95-99% accomplishment - 68	
90-94% accomplishment - 66	

Timeliness/completeness of submission of documents/reports	30
a. IPCR (AD)	- 7%
b. Annual Budget Proposal (FMD)	- 7%
c. PPMP/APP (PLD)	- 7%
d. SALN (AD)	- 5%
e. Daily Time Record (AD)	- 4%

3. Ranking distribution of division/office shall be based on the performance category as follows:

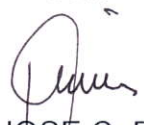
<u>Performance Category</u>	<u>Allocation</u>
Best Division/Office (10%)	1
Better Division/Office (25%)	2
Good Division/Office (65%)	6

4. The resulting ranking by the division/office shall be indicated in Form 1.0 for submission to Inter-Agency Task Force (AO25).

5. In case of tie, attendance shall be the basis in breaking the deadlocks.

6. The PBB rates for individual shall be based on the performance ranking of the division where they belong based on the individual monthly basic salary as follows:

<u>Performance Category</u>	<u>PBB as % of Monthly Basic Salary</u>
Best Division/Office (10%)	65%
Better Division/Office (25%)	57.50%
Good Division/Office (65%)	50%


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