

GUIDELINES/MECHANICS IN RANKING OFFICES/DELIVERY UNITS FOR THE GRANT OF PERFORMANCE-BASED BONUS (PBB) FY 2016

In compliance with the requirements, the Optical Media Board hereby adopts the following System of Ranking Delivery Units and Rates of PBB, adhere to what is required as stated in Memorandum Circular No. 2016-1, dated May 12, 2016.

I. The agency must satisfy the following conditions:

Achieve agency performance targets under their respective Major Final Outputs (MFOs) under the Performance Informed Budget (PIB) of the FY 2016 GAA, and the targets for Support to Operations (STO) and General Administration and Support Services (GASS).

- a. Satisfy 100% of the Good Governance Conditions set by the AO 25 Inter-Agency Task Force (IATF) for 2016.

- b. Use the CSC approved Strategic Performance Management System (SPMS) in rating the performance of first and Second level Officials and employees of this Board.

II. Ranking of Delivery Units

Delivery units eligible to the PBB shall be forced ranked according to the following categories:

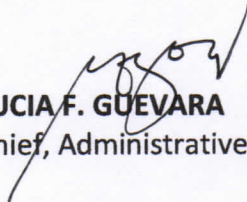
Ranking	Performance Category
Top 10%	Best Bureau/Office/Delivery Unit
Next 25%	Better Bureau/Office Delivery Unit
Next 65%	Good Bureau/Office/Delivery Unit

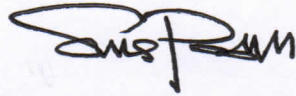
III. Rates of the FY 2016 PBB

The PBB rates of individual employees shall depend on the performance ranking of the bureau/delivery unit where they belong based on the individual's monthly basic salary as of December 31, 2016 as follows, but not lower than P5,000.00

Performance Category	PBB as % of Monthly Basic Salary
Best Bureau/Office/Delivery Unit (10%)	65%
Better Bureau/Office Delivery Unit (25%)	57.5%
Good Bureau/Office/Delivery Unit (65%)	50%

Officers and staff are informed thru the issuance of office memorandum as to the development of the PBB.


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Chief, Administrative and Finance Division


ATTY. ANSELMO B. ADRIANO
Chairman and Chief Executive Officer
JAN 31 2017