	RUSH	1 st F	Priority	2 nd Pri	ority 5	N	ormal
DIRECT	ORATE			NING AI	ND M	AN	AGEMENT
то	FROM	DATE	TIME	SIGNATURE	Target Date to Comply	(/)	REQUESTED ACTION
C, ICTD	D, DPM	03 -Sept- 2020	4	PADIERNOS		/	Appropriate Action
							For Comment/ Reco
							Signature
							Concurrence
							For Information
							For Records/File

Amplifying Remarks:

Reference: IATF Memo Circular no. 2020-1 dated June 02, 2020

In compliance with the Memo Circular no. 2020-1 dated June 02, 2020 specifically under Good Governance Conditions - Maintain /update the Agency Transparency Seal, submitting herewith are the following required documents of BUREAU OF CORRECTIONS GUIDELINES AND MECHANICS IN RANKING OF DELIVERY UNITS FOR FY 2020 PBB to be posted in the transparency seal:

- Bureau of Corrections Guidelines and Mechanics in Ranking of delivery units for FY 2020 PBB (IATF Format)
- Documents of Cascading to BuCor employees and Officials:
 - Memorandum dated July 28, 2020 re: Bureau of Corrections Guidelines and Mechanics in Ranking of delivery units for FY 2020 PBB
 - BuCor PMT Resolution No. 02 s.. 2020
 - Certificates of Cascading of different offices under Bureau Of Corrections
 - ODDGO
- Directorate for Finance and Logistics

- Work and Livelihood Div
- Directorate for Planning and
- o IPPF

- Internal Affairs Services
- Management o ITCD

Medium

- IDPD
- o Directorate for External Affairs
- Directorate for Reformation
- Assessment and Program Monitoring Division
- Directorate for Admin
- o NBP



Republic of the Philippines DEPARTMENT OF JUSTICE BUREAUOF CORRECTIONS



NBP Reservation, Muntinlupa City, Philippines, 1776 Telefax: +632-809-80-73

MEMORANDUM

TO

Directors of Different Directorates

Superintendent, OPPFs

Chiefs of Divisions, Sections and Units

Chiefs of Offices under ODG

All Concerned

SUBJECT:

BUREAU OF CORRECTIONS GUIDELINES AND MECHANICS IN

RANKING DELIVERY UNITS FOR THE GRANT OF FY 2020

PERFORMANCE BASED-BONUS

DATE

28 July 2020

Reference: Approved BuCor PMT Resolution No. 02s .2020

To heighten the transparency in ranking and rating delivery units for the Grant of FY 2020 PBB in compliance with the Memo Circular No. 2020-1 dated 02 June 2020 re: Guidelines on the Grant of the Performance-Based Bonus (PBB) for FY 2020, the BuCor Performance Management Team (PMT) consistent with the approved PMT Resolution No. 02 s.. 2020 had determined the **Guidelines and Mechanics in Ranking Delivery Units for the Grant of FY 2020 Performance Based-Bonus (PBB), to wit:**

- The BuCor Performance Management Team (PMT) shall conform with Strategic Performance Management System guidelines as far as measuring the performance of the delivery units.
- To maintain integrity and objectivity and prevent any suspicion of bias in scoring, PMT members shall inhibit themselves in the scoring of their respective AORs.
- In compliance with R.A 11469 or the "Bayanihan to Heal as One Act", PMT will not conduct onsite validation to the respective Operating Prison and Penal Farms to check their OPCR accomplishments, hence, the basis of their OPCR final rating will be based on PAPER VALIDATION through submitted monthly accomplishment reports.
- For delivery units under NHQ, the PMT shall conduct onsite validation to respective offices and shall observe safety measures while conducting validation.
- On scoring the Support to Operations/Directorates, the PMT agreed on the following guidelines:

 The PMT shall facilitate the ranking of delivery units and recommend to the Director General for final approval. The BuCor shall be grouped or clustered into 16 delivery units based on BuCor's Interim Organizational Structure on the implementation of RA 10575 pursuant to Special Order No. 410 s. 2018 dated 25 July 2018. The 16 delivery units shall be forced ranked according to the following categories:

Rank	Performance Category	No. of Delivery Units
Top 10%	Best Delivery Units	2
Next 25%	Better Delivery Units	4
Next 65%	Good Delivery Units	10

 The rates of the PBB for each individual shall be based on the performance ranking of the individual's delivery units with the rate of incentive as a multiple of one's monthly basic salary as of December 31, 2020, based on the table below:

Performance Category	Multiple of basic salary
Best Delivery Units	0.65
Better Delivery Units	0.575
Good Delivery Units	0.50

All heads of offices are advised to cascade and disseminate to all personnel under his AOR the abovementioned guidelines. Submit to the PMT Secretariat thru the Management Division the **Certificate of Cascading** (attached sample form) with signatures of all personnel **NLT August 17, 2020.** Failure to submit shall be ground for non entitlement of the Grant of FY 2020 PBB.

For your information and compliance.

CICSUPTIONN PAUL O. SANTOS

BuCor Performance Management Team (PMT)

- Rating will be based on accomplishments of each success indicators committed by the heads of the delivery units during the start of the rating period (see Annex A).
- The percentage weight allocation in performance rating shall be 70% for the core functions while 30% for the support functions. The combined score of the core and support functions will be the final score of the office.
- The Directors of the Directorates will not be validated, the total average score of line divisions will be the final rating of the same.
- On scoring the Operating Prison and Penal Farms (OPPFs), the success indicators will be standard to all OPPFs and will be distributed as follows;

			Success Indicator	Standard Weight Percentage	SPRE/DRRE/ SRRRE/SPRE/ LRP	NEP/CIA
Core	1	inmate	s safeguarded	20%	20%	20%
unctio		1.1	Escapes	10%	10%	20%
ns	4	1.2	Guard to inmate ratio	ADDITIONAL ROWTS	ASSISTEDAM. PORUTS	ADPACIONA FORSTS
70%)		1.3	Retrieval Rate (CY)	5%	5%	N/A
	-	1.4	No. of months conducted	5%	5%	N/A
	2	Peace a	nd Order Maintained			
	-	2.1	Prison Violence	10%	10%	10%
	Character and a	2.2	Consistion Rate	ADDITIONAL POWTE	ADDITIONAL POINTS	ACCITIONS POINTS
	3	Morteli	Fig.	5%	5%	5%
	-	3.1	Natural Cause	1%	196	1%
	-	3.2	Urnatural Cause	4%	496	4%
	5	The second second second	of Disaster Preparadness	5%	5%	5%
	6	The second second second	ation Programs - 20%		-	20.75
		6.1	Participation rate in Reformation Programs	20%	20%	20%
		-		ACCITICALAL.	ACCOMONAL	ADENTHINA
		6.2	Reformation Officer to PDL Ratio	PO1975	POINTS 5%	TORON.
	7	CONTRACTOR (SPEC	ration Program - Qualified Immate Participation	5%	A THEORY OF THE PARTY OF THE PA	5%
	8	RDC Fur		5%	5%	5%
s index-deffycation		8.1	No. of admission transferred to prison camps in 60 days	1.25%	1,25%	1.25%
	-	8.2	No. of admission oriented , diagricised and classified in 90 days	1.25%	1.25%	1.25%
		8.3	Conduct of Monitoring, assessments activities of immate rehabilitation	1.25%	1.25%	1.25%
Support	9.	8.4 Submiss Director	Submitted evaluation/assessment report sion of Compliance Reports to the Policies/Directives issued by the lates	1.25%	3%	1.25% 4.57%
ns (30%)	10.	1	erization of PDL Medical records maintained and updated (will not be of for FY 2020)	N/A	N/A	N/A
20701	11.	Rehabili	itation Clearance Processed	4%	4%	5.57%
	12.	Carloma los	mission of Monthly Reintegration Reports		3%	4.57%
	E MARKET I	39000003	And the second of the second o	3%		
	13.	meligenia interesse	sion of Monthly Accomplishments Reports	3%	3%	4.57%
	Salary and Control and	Submiss		Contract of the last of	3% 4%	4.57%
	13.	Submiss Submiss	sion of Monthly Accomplishments Reports	3%	Commence of the last of the la	
	13. 14.	Submiss Submiss Budget	tion of Monthly Accomplishments Reports tion of Monthly Financial Reports	3% 4%	4%	N/A
	13. 14. 15.	Submiss Submiss Budget	sion of Monthly Accomplishments Reports sion of Monthly Financial Reports Utilization (to be validated on the 2 th rating period) syances Equidation	3% 4% N/A	4% N/A	N/A
	13. 14. 15. 16.	Submiss Submiss Budget Cash Ad	sion of Monthly Accomplishments Reports sion of Monthly Financial Reports Utilization (to be validated on the 2 th rating period) syances Equidation	3% 4% N/A 3%	4% N/A 3%	N/A
	13. 14. 15. 16.	Submiss Submiss Budget Cash Ad PHILGER	tion of Monthly Accomplishments Reports sion of Monthly Financial Reports Utilization (to be validated on the 2 rd rating period) vances Liquidation PS	3% 4% N/A 3% 4%	4% N/A 3% 4%	N/A
	13. 14. 15. 16.	Submiss Submiss Budget Cash Ad PHILGER 17.1	sion of Monthly Accomplishments Reports sion of Monthly Financial Reports Utilization (to be validated on the 2 nd rating period) svances Liquidation PS Posting of Procurement Activities	3% 4% N/A 3% 4% 2%	4% N/A 3% 4% 2%	N/A
	13. 14. 15. 16.	Submiss Submiss Budget Cash Ad PHILGER 17.1 17.2	sion of Monthly Accomplishments Reports sion of Monthly Financial Reports Utilization (to be validated on the 2 rd rating period) vances Liquidation P3 Posting of Procurement Activities Posting of Notice of Award	3% 4% N/A 3% 4% 2% 1%	4% N/A 3% 4% 2% 1%	N/A
	13. 14. 15. 16. 17.	Submiss Submiss Budget Cash Ad PHILGES 17.1 17.2 17.3	sion of Monthly Accomplishments Reports sion of Monthly Financial Reports Utilization (to be validated on the 2 rd rating period) vances Liquidation P3 Posting of Procurement Activities Posting of Notice of Award	3% 4% N/A 3% 4% 2% 1% 1%	456 N/A 376 456 256 176 186	N/A {-11%}
	13. 14. 15. 16. 17.	Submiss Submiss Budget Cash Ad PHEGE 17.1 17.2 17.3 ARTA	sion of Monthly Accomplishments Reports sion of Monthly Financial Reports Utilization (to be validated on the 2 th rating period) vances Liquidation P5 Posting of Procurement Activities Posting of Notice of Award Posting of Notice to Procoed and Contract	3% 4% N/A 3% 4% 2% 1% 1% 2%	456 N/A 3% 456 256 1% 1% 296	N/A {-11%} 3.57% 1.785%
	13. 14. 15. 16. 17.	Submiss Submiss Budget Cash Ad PHILGES 17.1 17.2 17.3 ARTA 18.1	sion of Monthly Accomplishments Reports sion of Monthly Financial Reports Utilization (to be validated on the 2 th rating period) vances Liquidation P5 Posting of Procurement Activities Posting of Notice of Award Posting of Notice to Proceed and Contract ARTA Requests attended / acted	3% 4% N/A 3% 4% 2% 1% 1% 2%	4% N/A 3% 4% 2% 1% 1% 1% 1% 2% 1% 1% 1% 1% 1% 1% 1% 1% 1% 1% 1% 1% 1%	N/A {-11%} 3.57% 1.785%
	13. 14. 15. 16. 17.	Submiss Budget Cash Ad PHILGEF 17.1 17.2 17.3 ARTA 18.1 18.2	sion of Monthly Accomplishments Reports sion of Monthly Financial Reports Utilization (to be validated on the 2 th rating period) vances Liquidation P5 Posting of Procurement Activities Posting of Notice of Award Posting of Notice to Proceed and Contract ARTA Requests attended / acted	3% 4% N/A 3% 4% 2% 1% 1% 2% 1% 2%	4% N/A 3% 4% 2% 1% 1% 1% 2% 1% 1% 1% 1% 1% 1% 1% 1% 1% 1% 1% 1% 1%	N/A {-11%} 3.57% 1.785% 1.785%
	13. 14. 15. 16. 17.	Submiss Submiss Budget Cash Ad PHILGET 17.1 17.2 17.3 ARTA 18.1 18.2 GAD	sion of Monthly Accomplishments Reports sion of Monthly Financial Reports Utilization (to be validated on the 2 th rating period) vances Liquidation P5 Posting of Procurement Activities Posting of Notice of Award Posting of Notice to Proceed and Contract ARTA Requests attended / acted Frontline Services	3% 4% N/A 3% 4% 2% 1% 1% 2% 1% 2% 1%	4% N/A 3% 4% 2% 1% 1% 1% 1% 1% 2%	N/A (-11%) 3.57% 1.785% 1.785% 3.57%
	13. 14. 15. 16. 17.	Submiss Submiss Budget Cash Ad PHILGES 17.1 17.2 17.3 ARTA 18.1 18.2 GAD 19.1 19.3	sion of Monthly Accomplishments Reports sion of Monthly Financial Reports Utilization (to be validated on the 2 rd rating period) vances Liquidation PS Posting of Procurement Activities Posting of Notice of Award Posting of Notice to Proceed and Contract ARTA Requests attended / acted Frontline Services Organization Focused Participation Rate (SAD PAPs projects/activities/programs for clients implemented	3% 4% N/A 3% 4% 4% 4% 2% 1% 1% 2% 1% 1% 1% 1% 1% 1% 1% 1% 1%	4% N/A 3% 4% 2% 1% 1% 1% 2% 0.50% 0.50% 1%	N/A (-11%) 3.57% 1.785% 1.785% 3.57% 1.19% 1.19%
	13. 14. 15. 16. 17.	Submiss Submiss Budget Cash Ad PHILGES 17.1 17.2 17.3 ARTA 18.1 18.2 GAD 19.1 19.2 19.3 SPARS Re	sion of Monthly Accomplishments Reports sion of Monthly Financial Reports Utilization (to be validated on the 2 rd rating period) vances Liquidation PS Posting of Procurement Activities Posting of Notice of Award Posting of Notice to Proceed and Contract ARTA Requests attended / acted Frontline Services Organization Focused Participation Rate GAD PAPs projects/activities/programs for clients implemented equirements	3% 4% N/A 3% 4% 4% 4% 2% 1% 1% 2% 1% 1% 2% 1% 1% 2% 1% 1% 2% 1% 2% 2% 2% 2% 2% 2% 2% 2% 2% 2% 2% 3% 3% 3% 3% 3% 3% 3% 3% 3% 3% 3% 3% 3%	456 N/A 3% 4% 2% 1% 1% 1% 2% 1% 1% 2% 1% 1% 2% 0.50% 0.50% 1% 2%	N/A {-11%} 3.57% 1.785% 1.785% 3.57% 1.19% 1.19% 2.57%
	13. 14. 15. 16. 17.	Submiss Submiss Budget Cash Ad PHIGEF 17.1 17.2 17.3 ARTA 18.1 18.2 GAD 19.1 19.2 19.3 5PMS R 20.1	sion of Monthly Accomplishments Reports sion of Monthly Financial Reports Utilization (to be validated on the 2 rd rating period) vances Liquidation PS Posting of Procurement Activities Posting of Notice of Award Posting of Notice to Proceed and Contract ARTA Requests attended / acted Frontline Services Organization Focused Participation Rate (SAD PAPs projects/activities/programs for clients implemented	3% 4% N/A 3% 4% 4% 4% 2% 1% 1% 2% 1% 1% 1% 1% 1% 1% 1% 1% 1%	4% N/A 3% 4% 2% 1% 1% 1% 2% 0.50% 0.50% 1%	N/A (-11%) 3.57% 1.785% 1.785% 3.57% 1.19% 1.19%



Republic of the Philippines DEPARTMENT OF JUSTICE BUREAUOF CORRECTIONS NBP Reservation, Muntinhupa City, Philippines, 1776 Telefax: +632-809-80-73



BUREAU OF CORRECTIONS

GUIDELINES/MECHANICS IN RANKING DELIVERY UNITS FOR THE GRANT OF FY 2020 PERFORMANCE BASED BONUS

The Bureau of Corrections adapts the following Guidelines and Processes in Ranking and Evaluating the Performance of BuCor delivery units:

- The BuCor Performance Management Team (PMT) shall conform with Strategic Performance Management System guidelines as far as measuring the performance of the delivery units.
- To maintain integrity and objectivity and prevent any suspicion of bias in scoring, PMT members shall inhibit themselves in the scoring of their respective AORs.
- In compliance with R.A 11469 or the "Bayanihan to Heal as One Act", PMT will not conduct onsite validation to the respective Operating Prison and Penal Farms to check their OPCR accomplishments, hence, the basis of their OPCR final rating will be based on PAPER VALIDATION through submitted monthly accomplishment reports.
- For delivery units under NHQ, the PMT shall conduct onsite validation to respective offices and shall observe safety measures while conducting validation.
- On scoring the Support to Operations/Directorates, the PMT agreed on the following guidelines:
 - Rating will be based on accomplishments of each success indicators committed by the heads of the delivery units during the start of the rating period (see Annex A).
 - The percentage weight allocation in performance rating shall be 70% for the core functions while 30% for the support functions. The combined score of the core and support functions will be the final score of the office.
 - The Director of the Directorate will not be validated, the total average score of its line divisions will be the final rating of his Directorate.

 On scoring the Operating Prison and Penal Farms (OPPFs), the success indicators will be standard to all OPPFs and will be distributed as follows;

	ALONS COLUMN	And the Control of th	OPPF Weight Percentage Distri	T	T	1	
		Su	ccess Indicator	Standard Weight Percentage	IPPF/DPPF/ SRPPF/SPPF/ LRP	NBP/CIW	
Core	1	Inmate	es safeguarded	20%	20%	20%	
Functions		1.1	Escapes	10%	10%	20%	
(70%)		1.2	Guard to inmate ratio	ADDITIONAL	ADDITIONAL	ADDITIONAL	
	-	1.3	Retrieval Rate (CY)	POINTS 5%	POINTS 5%	POINTS N/A	
	-	1.4	No. of months conducted	5%	5%	N/A	
	2	-	and Order Maintained				
	-	2.1	Prison Violence	10%	10%	10%	
		2.2	Congestion Rate	ADDITIONAL	ADDITIONAL.	ADDITIONAL	
	3	Mortal		5%	5%	90INTS	
		WHITE SHAPE					
	-	3.1		1%	1%	1%	
	5	3.2	Unnatural Cause ct of Disaster Preparedness	4% 5%	5%	5%	
	6	THE RESERVE THE PERSON NAMED IN	nation Programs - 20%	370	3/6	3/6	
		6.1	Participation rate in Reformation	20%	20%	20%	
			Programs				
		6.2	Reformation Officer to PDL Ratio	ADDITIONAL POINTS	ADDITIONAL POINTS	ADDITIONAL POINTS	
	7	Reinter Particit	gration Program – Qualified Inmate	5%	5%	5%	
	8	-	inctions	5%	5%	5%	
	The County of Street,	8.1	No. of admission transferred to prison camps in 60 days	1.25%	1.25%	1.25%	
		8.2	No. of admission oriented , diagnosed and classified in 60 days	1.25%	1.25%	1.25%	
		8.3	Conduct of Monitoring, assessments activities of inmate rehabilitation	1.25%	1.25%	1.25%	
		8.4	Submitted evaluation/assessment report	1.25%	1.25%	1.25%	
Support	9.		sion of Compliance Reports to the s/Directives issued by the Directorates	3%	3%	4.57%	
(30%)	10.	10.00	terization of PDL Medical records ined and updated (will not be validated for	N/A	N/A	N/A	
	11.	THE RESERVE OF THE PERSON NAMED IN	litation Clearance Processed	4%	4%	5.57%	
	12.	Submis	sion of Monthly Reintegration Reports	3%	3%	4.57%	
	13.	Submis Reports	sion of Monthly Accomplishments	3%	3%	4.57%	
	14.	Submis	sion of Monthly Financial Reports	4%	4%		
	15.	period)	Utilization (to be validated on the 2 nd rating	N/A	N/A	N/A	
	16.	Cash A	dvances Liquidation	3%	3%	(-11%)	
	17.	PHILGE		4%	4%		
		17.1	Posting of Procurement Activities	2%	2%	- Control of the Cont	
		17.2	Posting of Notice of Award	1%	1%	- April - Apri	
	-	17.3	Posting of Notice to Proceed and	1%	1%	POR COLOR	
	18.	ARTA	Contract	2%	2%	3.57%	
		18.1	ARTA Requests attended / acted	1%	1%	1.785%	
		18.2	Frontline Services	1%	1%	1.785%	

 19.	GAD	The state of the s	2%	2%	3.57%
	19.1	Organization Focused	0.50%	0.50%	1.19%
-	19.2	Participation Rate	0.50%	0.50%	1.19%
	19.3	GAD PAPs projects/activities/programs for clients implemented	1%	1%	1.19%
20.	SPMS I	Requirements	2%	2%	3.57%
processor to the second	20.1	Submission of Performance Monitoring and Coaching Journal	1%	1%	1.785%
	20.2	Conduct of Feedback Session Recorded thru Minutes of Meeting	1%	1%	1.785%
 -		TOTAL	100%	100%	100%

 The PMT shall facilitate the ranking of delivery units and recommend to the Director General for final approval. The BuCor shall be grouped or clustered into 16 delivery units based on BuCor's Interim Organizational Structure on the implementation of RA 10575 pursuant to Special Order No. 410 s. 2018 dated 25 July 2018. The 16 delivery units shall be forced ranked according to the following categories:

Rank	Performance Category	No. of Delivery Units
Top 10%	Best Delivery Units	2
Next 25%	Better Delivery Units	4
Next 65%	Good Delivery Units	10

 The rates of the PBB for each individual shall be based on the performance ranking of the individual's delivery units with the rate of incentive as a multiple of one's monthly basic salary as of December 31, 2020, based on the table below:

Performance Category	Multiple of basic salary
Best Delivery Units	0.65
Better Delivery Units	0.575
Good Delivery Units	0.50

Mr. Theodore R. Perez

Chief, Human Resource Division

Date: July 17, 2020

SEC Gerald O. Banta Director General

Bureau of Corrections

Date: July 17, 2020



BUCOR PERFORMANCE MANAGEMENT TEAM

Resolution No. 02 s. 2020

WHEREAS, the BuCor Performance Management Team (PMT), after conducting a meeting last July 15, 2020, has unanimously agreed and concurred on the following Guidelines and Mechanics in Ranking and Evaluating the Performance of BuCor Delivery Units for the Grant of FY 2020 Performance Based-Bonus, to wit:

- The BuCor Performance Management Team (PMT) shall conform with Strategic Performance Management System guidelines as far as measuring the performance of the delivery units.
- To maintain integrity and objectivity and prevent any suspicion of bias in scoring, PMT members shall inhibit themselves in the scoring of their respective AORs.
- In compliance with R.A 11469 or the "Bayanihan to Heal as One Act", PMT will not conduct onsite validation to the respective Operating Prison and Penal Farms to check their OPCR accomplishments, hence, the basis of their OPCR final rating will be based on PAPER VALIDATION through submitted monthly accomplishment reports.
- For delivery units under NHQ, the PMT shall conduct onsite validation to respective offices and shall observe safety measures while conducting validation.
- The PMT shall facilitate the ranking of delivery units and recommend to the Director General for final approval. The BuCor shall be grouped or clustered into 16 delivery units based on BuCor's Interim Organizational Structure on the implementation of RA 10575 pursuant to Special Order No. 410 s. 2018 dated 25 July 2018.

WHEREAS, the PMT likewise agreed on the following guidelines in scoring the Support to Operations/Directorates:

Rating will be based on accomplishments of each success indicators committed by the heads of the delivery units during the start of the rating period (see Annex A).

- The percentage weight allocation in performance rating shall be 70% for the core functions while 30% for the support functions. The combined score of the core and support functions will be the final score of the office.
- > The Director of the Directorate will not be validated, the total average score of its line divisions will be the final rating of his Directorate.

In scoring the **Operating Prison and Penal Farms (OPPFs)**, the success indicators will be standard to all OPPFs and will be distributed as follows;

			OPPF Weight Percentage Distributio	11	1	1
		:	Success Indicator	Standard Weight Percentage	IPPF/DPPF/ SRPPF/SPPF/ LRP	NBP/CIV
Core Functions	1	Inma	tes safeguarded	20%	20%	20%
(70%)		1.1	Escapes	10%	10%	20%
		1.2	Guard to inmate ratio	ADDITIONAL POINTS	ADDITIONAL POINTS	ADDITIONA POINTS
		1.3	Retrieval Rate (CY)	5%	5%	N/A
	-	1.4	No. of months conducted	5%	5%	N/A
	2	-	and Order Maintained			
	-	2.1	Prison Violence	10%	10%	10%
		2.2	Congestion Rate	ADDITIONAL.	ADDITIONAL.	ADERTYDINA
	3	Morte		POINTS 5%	POINTS 5%	POINTS 5%
	-	-				
		3.1	Natural Cause Unnatural Cause	1%	1%	1%
	5		uct of Disaster Preparedness	5%	5%	5%
	6		mation Programs - 20%	374	376	376
	-	6.1	Participation rate in Reformation Programs	20%	20%	20%
		6.2	Reformation Officer to PDL Ratio	ADDITIONAL POINTS	ADENTIONAL POINTS	ADENTHONA POINTS
	7	Reinte	egration Program – Qualified Inmate	5%	5%	5%
		Participation				
	8			5%	5%	5%
		8.1	No. of admission transferred to prison camps in 60 days	125%	1.25%	1.25%
		8.2	No. of admission oriented , diagnosed and classified in 60 days	1.25%	1.25%	1.25%
		8.3	Conduct of Monitoring, assessments activities of inmate rehabilitation	1.25%	1.25%	1.25%
		8.4	Submitted evaluation/assessment report	1.25%	1.25%	1.25%
Support unctions (30%)	9.		ission of Compliance Reports to the es/Directives issued by the Directorates	3%	3%	4.57%
	10.		Computerization of PDL Medical records maintained and updated (will not be validated for FY 2020)		N/A	N/A
	11.	Rehab	ilitation Clearance Processed	4%	4%	5.57%
	12.	Submi	ission of Monthly Reintegration Reports	3%	3%	4.57%
	13.	Submission of Monthly Accomplishments Reports		3%	3%	4.57%
	14.	Submi	ission of Monthly Financial Reports	4%	4%	E 4 s NO VIII A LIVELINE EL SEN SEL MANONE EL SE
	15.	Budge	t Utilization (to be validated on the 2 nd rating period)	N/A	N/A	
	16.	Cash A	Advances Liquidation	3%	3%	N/A
	17.	PHILG	EPS	4%	4%	(-11%)
		17.1	Posting of Procurement Activities	2%	2%	
		17.2	Posting of Notice of Award	1%	1%	
		17.3	Posting of Notice to Proceed and Contract	1%	1%	

	18.	ARTA		2%	2%	3.57%
		18.1	ARTA Requests attended / acted	1%	1%	1.785%
		18.2	Frontline Services	1%	1%	1.785%
	19.	GAD		2%	2%	3.57%
		19.1	Organization Focused	0.50%	0.50%	1.19%
		19.2	Participation Rate	0.50%	0.50%	1.19%
		19.3	GAD PAPs projects/activities/programs for clients implemented	1%	1%	1.19%
	20.	SPMS Requirements		2%	2%	3.57%
		20.1	Submission of Performance Monitoring and Coaching Journal	1%	1%	1.785%
		20.2	Conduct of Feedback Session Recorded thru Minutes of Meeting	1%	1%	1.785%
VALUE OF THE PARTY			TOTAL	100%	100%	100%

WHEREAS, pursuant to AO25 IATF Memorandum Circular No. 2020-1 dated 02 June 2020 on Guidelines on the Grant of Performance-Based Bonus for FY 2020, item no. 7.7 states that offices/delivery units eligible to PBB shall be forced ranked according to the following categories:

Rank	Performance Category
Top 10%	Best Delivery Units
Next 25%	Better Delivery Units
Next 65%	Good Delivery Units

WHEREAS, the rates of the PBB for each individual shall be based on the performance ranking of the individual's delivery units with the rate of incentive as a multiple of one's monthly basic salary as of December 31, 2020, based on the table below:

Performance Category	Multiple of basic salary
Best Delivery Units	0.65
Better Delivery Units	0.575
Good Delivery Units	0.50

NOW, THEREFORE, WE, the Chairman and Members of the Team, hereby RESOLVE as it is hereby RESOLVED, to RECOMMEND the APPROVAL of the above GUIDELINES and MECHANICS IN RANKING DELIVERY UNITS FOR THE GRANT OF FY 2020 PERFORMANCE BASED BONUS in compliance with the AO25 IATF Memorandum Circular No. 2020-1 dated 02 June 2020 on Guidelines on the Grant of Performance-Based Bonus for FY 2020.

RESOLVED at Muntinlupa City this 15th of July 2020.

Recommending Approval:

CPCSUPT JOHN PAUL O. SANTOS

Chairman

Nora CORAZON T. PADIERNOS

Member

MARIA CIELO OL MONSALUD

Member

CSUPT ROBERT A. VENERACION

Member

THEODORE R. PEREZ

Member

MARITES C. MAGTALAS

BuCorea Employees Representative

APPROVED/DISAPPROVED: 0000

USEÇ GERALID Q. BANTAG

Director General

CO20MOrásãa PMD/PMT