



## SYSTEM OF RANKING OF OFFICES/DELIVERY UNITS AND INDIVIDUALS FY 2021

The Civil Service Commission (CSC)-approved Strategic Performance Management System (SPMSP) of the Guinayangan Water District (GWD) will be the basis for the ranking of offices/delivery units and of individuals.

GWD will adopt the Memorandum Circular No. 2021-1 dated June 3, 2021 issued by the Inter-Agency Task Force (IATF) on the Harmonization of National Government Performance Monitoring Information and Reporting Systems (AO 25 s. 2011) to determine the agency's eligibility.

The GWD accomplishments for each of the following criteria shall be rated using a scale of 1 to 5 (where 5 is the highest). Each criterion has an assigned weight as shown in the Table. To be eligible, the agency must attain a total score of at least 70 points. In such case, while the agency may be eligible, the unit most responsible for the criteria with a performance rating of below 4 will be isolated from the grant of the Performance Based Bonus (PBB). Likewise, the unit/s most responsible (including its head) for the non-compliance with the Agency Accountabilities will also be isolated.

CRITERIA AND CONDITIONS	WEIGHT	PERFORMANCE RATING				
		1	2	3	4	5
Performance Results	5	5pts	10pts	15pts	20pts	25pts
Process Results	5	5pts	10pts	15pts	20pts	25pts
Financial Results	5	5pts	10pts	15pts	20pts	25pts
Citizen/Client Satisfaction Results	5	5pts	10pts	15pts	20 pts	25pts
<b>TOTAL SCORE</b>		<b>MAXIMUM = 100 POINTS</b>				

Subsequently, the PBB rates of individual employees shall depend on the performance ranking of the agency unit where they belong, based on the individual's basic salary as of December 31, 2021. The total score of the agency shall be the basis in determining the amount of the PBB an employee is eligible for. The maximum rate of the PBB is as show below:

TOTAL SCORE	PBB RATES
100 points	<b>65%</b> (100% of the 65% monthly basic salary)
95 points	<b>61.75%</b> (95% of the 65% monthly basic salary)
90 points	<b>58.5%</b> (90% of the 65% monthly basic salary)
85 points	<b>55.25%</b> (85% of the 65% monthly basic salary)
80 points	<b>52%</b> (80% of the 65% monthly basic salary)
75 points	<b>48.75%</b> (75% of the 65% monthly basic salary)
70 points	<b>45.5%</b> (70% of the 65% monthly basic salary)

APPROVED:

  
**CARMELO ALEJANDRO. C. PUJALTE**  
General Manager