

GUIDELINES/MECHANISMS IN RANKING OFFICE/DELIVERY UNITS AND INDIVIDUAL FOR THE GRANT OF PERFORMANCE-BASED BONUS (PBB) FY 2014

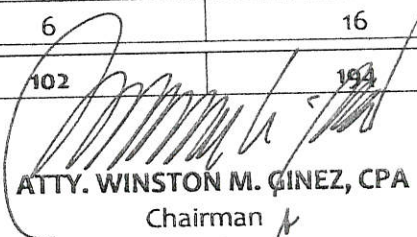
RECOMMENDATION:

The submitted accomplishment report of all Regional Offices of the Board and the individual employees performance evaluation report, were evaluated by the Central Office to come up with the basis for the granting of Performance Bonus. The Major Final Output submitted for 2014 were also considered for the ranking and computation of the PBB. For CY 2014 the Board projected a target of 89% for Franchising as performance indicator and the actual accomplishment is 93% which is more than the set target. To fairly classify the delivery units and individual employees as Best, Better and good performer, an assessment of the performance accomplishment report per region and individual performance of the employee was made; the actual performance and revenue was compared to the actual report of last year, as well as the percentage adjudicated cases over the filed cases were derived. The percentage results of the comparative filed and adjudicated performance were added to the comparative revenue. The total percentage of performance and revenue result of every region were ranked. The top one (1) delivery units which is 10% of the total fourteen (14) delivery units will be ranked as best performer, the 25% of the total delivery units which are the top four regions will be ranked as better performer and the remaining regions will be ranked as good performer. Other criteria were also considered such as, recognition from other agencies and exceptional activities of the Regional Offices.

REGION / DELIVERY UNIT	BEST PERFORMER			
	NUMBER OF EMPLOYEES	BEST PERFORMER EMPLOYEES (20%) P35,000	BETTER PERFORMER EMPLOYEES (35%) P20,000	GOOD PERFORMER EMPLOYEES (45%) P10,000
CENTRAL OFFICE	132	27	46	59

REGION / DELIVERY UNIT	BETTER PERFORMER			
	NUMBER OF EMPLOYEES	BEST PERFORMER EMPLOYEES (15%) P25,000	BETTER PERFORMER EMPLOYEES (30%) P13,500	GOOD PERFORMER EMPLOYEES (55%) P7,000
REGION 4	16	2	5	9
REGION 9	14	2	4	8
REGION 10	16	2	5	9
REGION 12	15	2	5	8

REGION / DELIVERY UNIT	GOOD PERFORMER			
	NUMBER OF EMPLOYEES	BEST PERFORMER EMPLOYEES (10%) P15,000	BETTER PERFORMER EMPLOYEES (25%) P10,000	GOOD PERFORMER EMPLOYEES (65%) P5,000
REGION 1	18	2	4	12
REGION 2	18	2	4	12
REGION 3	17	2	4	11
REGION 5	17	2	4	11
REGION 6	17	2	4	11
REGION 7	15	1	4	10
REGION 8	15	1	4	10
REGION 11	12	1	3	8
NCR	24	2	6	16
TOTAL	346	50	102	194


ATTY. WINSTON M. GINEZ, CPA
 Chairman

Date Submitted _____