



Republic of the Philippines

DEPARTMENT OF SCIENCE AND TECHNOLOGY

OFFICE OF THE SECRETARY

MAY 12 2015

DOST Administrative Order No. 006
Series of 2015

SUBJECT : ADOPTION OF A STEP-WISE PERFORMANCE MANAGEMENT SYSTEM (PMS)

1.0 RATIONALE

The DOST adopts a step-wise approach in establishing its Performance Management System (PMS). This PMS shall serve as guide for the 2014 Performance-Based Bonus (PBB) implementation and shall be applied in full in the 2015 PBB implementation.

2.0 PERFORMANCE RANKING OF DOST AGENCIES

The DOST is comprised of thirty-six (36) offices/delivery units, namely the Central Office, nineteen (19) attached agencies, and sixteen (16) Regional Offices.

Consistent with Sec. 5.3 of Memorandum Circular No. 2012-03, the forced ranking of DOST agencies shall be done as follows:

Performance Category	Ranking	No. of DOST Agencies
Best	Top 10%	4
Better	Next 25%	9
Good	Next 65%	23
	Total	36

3.0 THE STEP-WISE PERFORMANCE MANAGEMENT SYSTEM

The step-wise approach in performance management system follows a four-step performance assessment. For each step, a DOST agency has to hurdle and comply with a set of criteria to qualify for the next higher step.

3.1 STEP 1: PBB ELIGIBILITY

For a DOST agency to become PBB eligible, it must satisfy the following conditions:

- At least 90% of its officially submitted Major Final Output (MFO) targets to the Inter-agency Task Force (A.O. 25, series of 2011) achieved

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