



Republic of the Philippines

DEPARTMENT OF SCIENCE AND TECHNOLOGY

CENTRAL OFFICE

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DOST Administrative Order No. Series of 2019

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SUBJECT: Guidelines on the System of Rating and Ranking of DOST-Office of the Secretary (OSEC), Executive Offices, Services and Regional Offices for FY 2019 Performance-Based Bonus (PBB)

In line with the Inter-Agency Task Force (IATF) on the Harmonization of National Government Performance Monitoring, Information and Reporting System (Administrative Order No. 25 series of 2011) Memorandum Circular Nos. 2019-1 dated September 3, 2019 titled "Guidelines on the Grant of the Performance-Based Bonus for Fiscal Year 2019" under Executive Order (EO) No. 80 S. 2012 and EO No. 201 S. 2016, and the Government Quality Management Committee (GQMC) Memorandum Circular No. 2018-1 dated August 17, 2018 titled "Guidelines on the Validation of the ISO 9001:2015 Quality Management System (QMS) Certification as a Requirement for the Grant of the FY 2018 Performance-Based Bonus (PBB)", the following guidelines shall be observed in the rating and ranking of delivery units in the DOST-OSEC, Executive Offices, Services and Regional Offices for 2018 PBB entitlement.

I. Per Section 7.1 of the AO 25 IATF issued Memorandum Circular (MC) No. 2019-1, bureaus, offices or delivery units eligible to the PBB shall be force-ranked according to the following categories:

Table with 3 columns: Ranking, Performance Category, No. of Delivery Units/ Offices. Rows include Top 10%, Next 25%, Next 65%, and a TOTAL row.

II. Delivery Units/Offices will be ranked and rated by the following:

Table with 5 columns: Delivery Unit, Offices, No. of DUs, Initial Rater, Validation. Rows list categories 1, 2, 3, and a Total row.

III. Eligible Delivery Units shall be rated using the following rating system:

Table with 2 columns: Particular, OSEC, EOs, Services and Regional Offices. Lists performance metrics like OPCR, BARs, and Financial Performance with corresponding points.

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