



BAYUGAN WATER DISTRICT

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SYSTEM OF RANKING DELIVERY UNITS FOR CY 2021

Being cognizant of the basic guidelines stipulated in different issuances harmonized for the attainment of goals and effective delivery of basic services in the government, formulated its System of Ranking Delivery Units (SRDU) as one of the requirements for the grant of PBB.

For a clearer understanding of the Byg-WD SRDU, the same was anchored and concretized its rationale to the provision of the MC No. 2018-1 specifically on Section 1, to quote in toto:

“1.1 In his 2017 State of the Nation Address, President Rodrigo Duterte called for a government equipped with political will and braced by a concerned citizenry to be able to overcome the problems facing the country through collective purpose and collaborative actions. He emphasized the need for heightened transparency and deeper accountability to the Filipino people to fight corruption and cleanse the bureaucracy.

1.2 Hence, among his priorities is to ensure citizen-centric public service to bring the government closer to people with the citizenry empowered to evaluate and give feedback on public services and the bureaucracy, specifically on frontline transactions. He reiterated his directive to all government offices to quickly respond and yield meaningful results in streamlining processes, working more efficiently, and providing high quality and genuine public service that Filipinos deserve without delay and bureaucratic red tape. He underscored the responsibility of each public servant to act with commitment and urgency in protecting and serving the values, welfare and well-being of every Filipino.

1.3 Moreover, in his Veto Message in the Fiscal Year (FY) 2018 National Budget, President Duterte declared confidence in strengthening the country’s foundation for a *matatag, maginhawa, at panatag na buhay* that Filipinos aspire for. The FY 2018 National Budget represents the sound priorities and programs aimed at fostering the golden age of infrastructure, secure peace and order, and accelerate human capital development for sustained and inclusive growth. To this goal, he called for efficient, responsible and disciplined utilization of the National Budget.

1.4 To tighten the advocacy for intensified public accountability, heightened transparency, stronger fiscal discipline, and more efficient government processes, the government is leveraging the priorities of its Results-Based Performance Management System (RBPMS) and its people-centered Performance-Based Incentive System (PBIS) through requirements and conditions aiming to fight corruption, achieve higher citizen satisfaction and implement a firmer validation process to recognize outstanding performance in government service.

Adherence to the principle of performance-based security of tenure, Byg-WD SRDU provides motivation and basis for incentive to performers and applies sanctions to non-performers.

Rating System shall be in accordance to the approved SPMS of Byg-WD:

1. For FY 2021 PBB, the delivery units (DUs) of eligible agencies shall no longer be ranked. However, the unit/s most responsible for deficiencies shall be isolated.
 - 1.1. Based on Table 1, to be eligible for the FY 2021 PBB, the agency must attain a total score of at least 70 points. To be able to attain at least 70 points, the agency should achieved a performance rating of 4 in at least three (3) criteria. In such case, while the agency will be eligible, the unit/s most responsible (including its head) for the criteria stated in Section 3.0 with a performance rating of below 4 will be isolated from the grant of the FY 2021 PBB.
 - 1.2. The unit/s most responsible (including its head) for the non-compliance with the Agency Accountabilities provided in Section 5.0 will also be isolated from the grant of the FY 2021 PBB.
2. Eligible DUs shall be granted FY 2021 PBB at uniform rates across the agency, including its officials and employees. The corresponding rates of the PBB shall be based on the agency's achieved total score.
 - 2.1. To be eligible for FY 2021 PBB, employees belonging to the First, Second and Third Levels should receive a rating of at least "Very Satisfactory" based on the agency's CSC-approved Strategic Performance Management System (SPMS) or the requirement prescribed by the CESB.
3. Approved DPCR shall be the basis/primary document reflecting the PPA/Targets for the current year funded under the approved Corporate Budget that is "Budget with outcomes"
 - 3.1. The Performance Management Team (PMT) shall convene for the evaluation of Accomplishment versus Target subject for the approval of the General Manager (GM);
 - 3.2. All employees are required to submit IPCR which will be use for their performance evaluation following the herein illustrated Weight Allocations;

WEIGHT ALLOCATIONS

Division Managers

Strategic Objectives/Priorities (SO/SP)	-	45%
Core Functions	-	45%
Support Functions	-	<u>10%</u>
		100%

- 3.3. General Manager shall not be required to accomplish DPCR being primarily responsible and accountable for the accomplishment of the commitments in the OPCR. The rating thereto shall be the individual rating of the respective Divisions. However, all other personnel shall be required to accomplish respective IPCR which will be used for Learning and Development purposes.

SAMPLE COMPUTATION:

45% Strategic Priorities, 45% Core Functions, and 10% Support Functions

Category	MFO	Rating
SP/SO	2	$4+3=7/2=3.5 \times 45\%=1.575$
Core Function	4	$3+4+3+2=12/4=3 \times 45\%=1.35$
Support Function	1	$3 \times 10\%=.3$
Total/Final Overall Rating		$1.575+1.35+.3=3.225$
Adjectival Rating		Satisfactory

FOR EFFICIENCY

Numerical	Description
5	130% and above of the targeted quantity acted
4	115% to 129.99% of the targeted quantity acted
3	100% to 114.99% of the targeted quantity acted
2	51% to 99.99% of the targeted quantity acted
1	50% and below of the targeted quantity acted

FOR TIMELINESS

Numerical	Description
5	Task completed ahead of the planned time by 30%
4	Task completed ahead of the planned time by 15-29.99%
3	Task completed on deadline or planned time or earlier but not more than 14.99% of the planned time
2	Task completed after the deadline or planned time by 51% to 99.99% of the planned time
1	Task not completed after the deadline or planned time by 50.99% or more

QUALITY OF WRITTEN WORKS

Numerical	Description
5	No mistakes or deficiency; every aspect of work assignment well covered; clearly presented; well organized; no lapse in grammar or error in content
4	One or two minor error or deficiency; work in accordance with instructions; clearly presented; well organized; one or two errors in grammar or errors in content
3	More than two minor errors or deficiencies; partial minor revision needed; three lapses in grammar or error in content
2	One or two major errors or deficiencies; major revision needed; four or five lapses in grammar or errors in content
1	Works not acceptable; needs total revision; six or more lapses in grammar or error in content

QUALITY OF NON-WRITTEN WORKS

Numerical	Description
5	Excellent result; all aspect in work assignment thoroughly covered; no mistakes in performing the duty
4	One or two minor errors in the execution of work assignment; result is still very good; one or two mistakes in performing the duty
3	More than two minor errors or deficiencies in the execution of work assignment; results are acceptable; three mistakes in performing the duty
2	One major error or deficiency that can be overcome with the help from supervisor; four or five mistakes in performing the duty
1	Haphazard or careless execution of work assignment; unacceptable result; six or more mistakes in performing the duty

In determining the final equivalent adjectival rating of employee, the range of over-all point scores is converted as follows:

GENERAL RATING SCALE

Rating		
Numerical	Adjectival	Description
5	Outstanding	Performance exceeding targets by 30% and above of the planned targets.
4 (4-4.99)	Very Satisfactory	Performance exceeding targets by 15% to 29 % of the planned targets
3 (3-3.99)	Satisfactory	Performance of 100% to 114 % of the planned targets. For accomplishments requiring 100% of the targets such as those pertaining to money or accuracy or those which may no longer be exceeded, the usual rating of 5 points for those who met targets or 2 points for those who failed or fell short of the targets applies
2 (2-2.99)	Unsatisfactory	Performance of 51% to 99% of the planned targets
1 (1-1.99)	Poor	Performance failing to meet the planned targets by 50% or below.

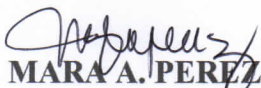
4. Rates of the FY 2021 PBB:

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

OTHER CONDITIONS TO COMPLY PER EXECUTIVE ORDER No. 80

1. Achieve the MFOs and IPs identified under Memorandum Circular 2021-1 dated June 3, 2021, as updated, shall be used as basis in assessing LWD performance and determining their eligibility for the PBB.
2. Satisfy 100% of the Good Governance Conditions set by the AO 25 Inter-Agency Task Force (IATF) for FY 2021; and
3. Use the CSC-approved Strategic Performance Management System (SPMS) specifically the Division Performance Commitment Review (DPCR) in rating the performance of each Divisions.

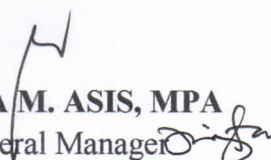
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