



September 25, 2020

OFFICE ORDER

No. 17

Series of 2020

**SUBJECT: GUIDELINES IN RANKING DELIVERY UNITS FOR THE
GRANT OF FY 2020 PERFORMANCE-BASED BONUS**

In addition to Memorandum Circular No. 2020-1 dated June 2, 2020 issued by the Inter-Agency Task Force on the Harmonization of National Government Performance Monitoring, Information and Reporting Systems, the following guidelines in ranking the FPA's delivery units for the grant of Performance-Based Bonus (PBB) for FY 2020 shall be implemented.

I - Delivery units to be ranked

Pursuant to Annex 1 of the above-mentioned Circular, the FPA delivery units are composed of the following:

Delivery Units	Number
Office of the Executive Director (OED) including the Offices of the Deputy Directors, support staff, Field Operations Coordinating Unit (FOCU) and Field Units	1
Fertilizer Regulations Division	1
Pesticide Regulations Division	1
Finance and Administrative Division	1
Laboratory Services Division	1
Planning, Management and Information Division	1
Total number of delivery units	6

II - Rates of PBB:

Ranking	Performance Category	Multiple of Basic Salary	Number of Delivery Unit(s)
Top 10%	Best Delivery Unit	0.65	1
Next 25%	Better Delivery Unit	0.575	2
Next 65%	Good Delivery Unit	0.50	3
Total			6

III - Guidelines in ranking delivery units

- a. The delivery units except for OED shall be ranked based on the assessed and approved DPCR rating since it is the consolidation of all IPCRs under the jurisdiction of the Division Head.
- b. The OED (delivery unit) shall be ranked based on the average of the ratings of OED (Deputy Directors and support staff), FOCU Head and all Regional Officers.
- c. The Executive Director is not included in the ranking since his PBB rate is automatically equivalent to 65% of his monthly basic salary if the FPA becomes eligible.
- d. In case needed, a toss coin may be used as tie breaker.

This Order takes effect immediately.


WILFREDO C. ROLDAN
Executive Director

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with prosperous farmers and fisherfolk

