

GENERAL HEADQUARTERS
ARMED FORCES OF THE PHILIPPINES
OFFICE OF THE INSPECTOR GENERAL
Camp General Emilio Aguinaldo, Quezon City

OCT 25 2017

SUBJECT: Performance-Based Bonus Rating System (PBBRS) for FY 2017

TO: Commanders, Unified Commands
Commanders, AFPWSSUs
Chief of Offices, JPS Staffs

1. References:

- a. Executive Order Nr 80 Directing the Adoption of a Performance-Based Incentive System for Government Employees dtd 20 Jul 2012.
- b. DND Department Order Nr 253 dtd 21 Nov 2012 with Subject: Creation of a Performance Management Group and Performance Management Teams (PMTs) for the DND Proper, Civilian Bureaus and the AFP to administer the Force Ranking Scheme in connection with the grant of Performance-Based Bonus (PBB) for CY2012.
- c. Letter Directive, GHQ AFP dtd 03 Oct 2013, Subject: Guidelines on the Grant of Performance-Based Incentives for FY 2013 under EO Nr. 80.
- d. Memorandum Circular No. 2017-01, AO 25 IATF dtd 09 Mar 2017, Subject: Guidelines on the Grant of Performance-Based Bonus (PBB) for Fiscal Year 2017.

2. Background:

The National Government will continue to implement the Performance-Based Incentive System (PBIS) for Fiscal Year (FY) 2017. The AO 25 Inter-agency Task Force (IATF) published Memorandum Circular Nr 2017-01, which prescribed the criteria and conditions for the grant of PBB for FY 2017 performance to be given in FY 2018.

The ranking of units and offices under Program 4 shall be in accordance with the approved PBB Ranking System (PBBRS) of the Office of the The Inspector General (OTIG), AFP as provided for in GHQ Letter Directive dated 03 October 2013 with subject: Guidelines on the Grant of Performance-Based Incentives for FY 2013 under EO Nr 80.

In line with these, OTIG, AFP developed a PBBRS for FY 2017 by conducting a workshop participated by representatives from JPS staffs, Unified Commands and AFPWSSUs on 09-10 October 2017.

Purpose:

This directive is issued to publish the approved Performance-Based Bonus Rating System, which will be used by Office of The Inspector General, AFP in ranking the performance of Program 4 Units and Offices for the Performance-Based Bonus for CY 2017.

3. **Objectives:**

The Performance-Based Bonus (PBB) Rating System shall be used for the forced ranking of Program 4 units in order to:

- a. Come-up with ratings system that are reflective of the actual performance of AFP Program 4 units;
- b. Provide an impartial and rational evaluation of unit's performance in the management of resources and accomplishment of their target goals; and
- c. Assess the efficiency and effectiveness of the delivery of the unit's MFOs.

4. **Scope:**

This directive applies in forced ranking all Program 4 units and offices for the Performance-Based Bonus for CY 2017.

5. **Definition of Terms:**

- a. Performance-Based Bonus (PBB). A merit-based incentive program that recognizes and rewards exemplary performance in the government service.
- b. Rating. The standing or classification as a result of an evaluation.
- c. Performance-Based Bonus (PBB) Rating. The standing or classification as a result of an evaluation on the performance of a unit or individual that is used to link the appraisal process to specific reward and incentive outcomes.
- d. Performance-Based Bonus (PBB) Parameters. The standardized quantitative method of evaluation of the unit's or office's performance consists of two key areas of performance:
 - 1) Management of Resources; and
 - 2) Targets Accomplishment.

6. **Policies and Guidelines:**

- a. Program 4 units and offices will be clustered into four (4) groups:

Cluster 1 – Unified Commands and Combat Units (8)

NOLCOM	EASTMINCOM
SOLCOM	WESTMINCOM
WESCOM	JTF NCR
CENTCOM	JSOG

Cluster 2 – AFPWSSUs with Units Nationwide (8)

AFPCES	CEISSAFP
AFPRESKOM	CRSAFP
ISAFP	AFPPS
AFPFC	AFP Accounting Center

Cluster 3 – AFPWSSUs Located in Single Station (9)

AFPPKOC	AFPDCC
AFPMC	AFPMCC
PSG	PMA
AFPCGSC	AFPDSC
AFPPGMC	

Cluster 4 – GHQ Offices and GHQ & HSC units (41)

OTCSAFP	AFPREO	OJ5
OTVCS	OTCDS	OJ6
OTDCS	OTCN	OJ7
OSJS	OTSG	OJ8
AFPPDO	OTCS	OJ9
OAFPSM	OTCE	Motor Pool
OESPA	OTJAG	Supply Division
OTIG	OTAG	JUSMAG Support
OLA	OTPMG	General Service Division
OSSSM	OTQMG	11CED
AFPEBSO	OJ1	1301 st Dental Dispensary
AFPHRO	OJ2	CGEASH
AFPPAO	OJ3	AFPCOC
AFPMMO	OJ4	

b. Each unit or office shall be evaluated and rated on Resource Management, which is 30% of the total rating and on Targets Accomplishment, which is 70% of the total rating (See attached PBBRS Rating Sheet).

c. In case of a tie in the average of PBB Rating, the unit with the higher Targets Accomplishment Rating will be ranked higher.

d. Period covered for PBB Rating is from 01 January to 30 September 2017.

e. Validation period of OTIG, AFP will be from 01 November to 31 December 2017.

f. Late submission of PBB Rating requirements will automatically be rated with Good status rating.

7. Effectivity:

This letter directive will take effect upon publication.

8. Rescission / Amendments:

All policies and directives inconsistent with this directive are hereby rescinded and/or amended.

BY COMMAND OF GENERAL AÑO:


RAFAEL VALENCIA
Lieutenant General AFP
The Inspector General

Incl:

PBBRS Worksheets

Distribution:

Unified Commands

AFPWSSUs

Joint, Personal and Special Staff