



# **Performance-Based Bonus (PBB) Parameters and Rating System CY2019**



# Areas of Performance and Point Allocation

AREAS OF PERFORMANCE		POINTS ALLOCATION	% ALLOCATION
<b>Resource Management (30%)</b>	Financial	50	10%
	Logistics	50	10%
	Human Resource	50	10%
<b>Targets Accomplishment (70%)</b>	Operations	200	40%
	Reports	150	30%
<b>TOTAL POINTS</b>		<b>500</b>	<b>100 %</b>



# Resource Management

**A. FINANCIAL (50)**

**B. LOGISTICS (50)**

**C. HUMAN RESOURCE (50)**



## A. FINANCIAL

OBJECTIVES/ TASKS	PARAMETERS	STANDARD FORMULA	POINTS ALLOCATION	REMARKS
1. To evaluate the proper utilization of MOOE.	A) Funds received per approved Annual Plan & Budget (APB) for the period covered are obligated.	Proportionate	16	Period Covered 01 Jan – 30 Sep 19  (AAR 20 UCs & Offices less than 20 take all)
	B) Obligated funds are liquidated on time.	Proportionate	8	
	C) Funds received are properly utilized.	PROPSTAR	16	
	<b>Sub-total</b>		<b>40</b>	



## A. FINANCIAL

OBJECTIVES/ TASKS	PARAMETERS	STANDARD FORMULA	POINTS ALLOCATION	REMARKS
2. To evaluate the proper utilization of Special Releases.	A) Special Releases received are obligated.	Proportionate	3	<b>Period Covered</b> <b>01 Jan – 30 Sep 19</b>  <b>(AAR 20 UCs &amp; Offices less than 20 take all)</b>
	B) Obligated funds are liquidated on time.	Proportionate	3	
	C) Funds are utilized according to intended purpose.	Proportionate	4	
	<b>Sub-total</b>		<b>10</b>	
	<b>TOTAL</b>		<b>50</b>	



## B. LOGISTICS

OBJECTIVES/ TASKS	PARAMETERS	STANDARD FORMULA	POINTS ALLOCATION	REMARKS
1. To evaluate adherence to the government procurement law. (RA 9184).	A) Unit Annual Procurement Plan (APP) is submitted on time.	Y/N	5	<b>Period Covered</b> <b>01 Jan –</b> <b>30 Sep 19</b> <b>(CO for UCs &amp; GHQPC for Offices)</b>
	B) All Unit procurements are in accordance with approved APP/SPP/PPMP.  - Bidding (2) - Direct Contracting (2) - Shopping (2) - Nego Proc (2)	Proportionate	8	



## B. LOGISTICS

OBJECTIVES/ TASKS	PARAMETERS	STANDARD FORMULA	POINTS ALLOCATION	REMARKS
2.To evaluate the serviceability of unit's properties.	A) Serviceability of vehicles.	Proportionate	10	<b>Actual Vs Serviceable</b>
	B) Serviceability of firearms.	Proportionate	4	
	C) Serviceability of communication equipment.	Proportionate	6	
3. To ensure that all AFP vehicles are owned and registered under the concerned AFP unit.	All vehicles are registered under the name of concerned unit/AFP.	Proportionate	5	<b>Registered in Units/AFP name Vs On Hand</b>
4. To ensure that the POL is properly managed by the unit.	POL consumption is monitored and recorded.	Y/N	(2)	<b>POL Consumption Report</b>



## B. LOGISTICS

OBJECTIVES/ TASKS	PARAMETERS	STANDARD FORMULA	POINTS ALLOCATION	REMARKS
5. To ensure proper accounting, monitoring and disposition of Property, Plant & Equipment (PPEs).	A) PPE records of SAO/RSO of the unit is reconciled with Accounting Center	Proportionate	2	Actual PPE SAO-RSO Actg ctr reconciled (PPE CY2018)
	B) Unserviceable and Beyond Economical Repair and Obsolete Assets were properly turned-in by RSO/SAO.	Proportionate	2	Full Points if there are no UNSVC (PTIS)
	C) All buildings are insured.	Proportionate	2	For Offices Building Insurance (OJ4/GHQ&HSC) (CY2019)
<b>TOTAL</b>			<b>50</b>	





## C. HUMAN RESOURCES

OBJECTIVES/ TASKS	PARAMETERS	STANDARD FORMULA	POINTS ALLOCATION	REMARKS
1. To ensure proper programming and implementation of unit training.	A) The unit conducts GAD training/seminar.	Y/N	3	
	B) Marksmanship Training is included in unit's training program. (The unit conducts Marksmanship Training as required)	Y/N	3	OJ8 Schedule Marksmanship
	C) All programmed trainings are conducted.	Proportionate	10	Consider if re-programmed to 4 <sup>th</sup> Qtr (Unit and Individual Training)
	D) All programmed trainings are conducted on time.	Proportionate	4	



## C. HUMAN RESOURCES

OBJECTIVES/ TASKS	PARAMETERS	STANDARD FORMULA	POINTS ALLOCATION	REMARKS
2. To ensure proper implementation of promotion system	A) Unit ensures that all promotable military personnel satisfy the mandatory requirements (PROMEX, Career Course) and Qualification Standard for CE.	Y/N	5	
	B) All recommendations for promotion are endorsed by the unit's promotion board.	Y/N	5	



## C. HUMAN RESOURCES

OBJECTIVES/ TASKS	PARAMETERS	STANDARD FORMULA	POINTS ALLOCATION	REMARKS
3. To validate the Discipline, Law, and Order (DLO) of the unit.	A) The personnel of the unit has no complaint/cases filed with OESPA, PM, IG, and JAGO as the case maybe.			
	1) No complaint	Y/N	2.5	If no complaint, full points (CY2019)
	2) Pending Case/s	Y/N	2.5	If no pending case, full points (CY2019)



## C. HUMAN RESOURCES

OBJECTIVES/ TASKS	PARAMETERS	STANDARD FORMULA	POINTS ALLOCATION	REMARKS
3. To validate the Discipline, Law, and Order (DLO) of the unit.	B) Complaint/ Cases resolution rate.	Proportionate	5	1). If there is no case, full points  2) If there is/are case/s but resolved full points



## C. HUMAN RESOURCES

OBJECTIVES/ TASKS	PARAMETERS	STANDARD FORMULA	POINTS ALLOCATION	REMARKS
4. To ensure that the unit has a program for morale and welfare.	A) R&R/ Leave program	Y/N	4	
	B) Conducted Socials/Team Building regularly	Y/N	2	
	C) Unit facilitated claims for RHE of personnel	Y/N	1	Endorsement Letter to Major Services
	D) Physical and Health program	Y/N	2	
	E) Sports Facilities	Y/N	1	
<b>TOTAL</b>			<b>50</b>	



# Targets Accomplishment



- A. OPERATIONS (200)**
- B. REPORTS (150)**



## A. OPERATIONS

OBJECTIVES/ TASKS	PARAMETERS	STANDARD FORMULA	POINTS ALLOCATION	REMARKS
1. To evaluate unit's performance on intelligence.	A) The unit has intelligence action plan	Y/N	10	
	B) The unit has regular intelligence products - Daily Intel Brief (5) - Weekly Intel Assessment Report (5) - Monthly INTSUM (5) - Quarterly Periodic Status Report (5)	Proportionate	20	(Jan – Sep) Daily/Weekly 10 Samples each Monthly – 9 ea Qtrly – 3 ea  (UCs & Selected AFPWSSUs)
	C) The COPLAN targets were attained.	Y/N	10	If Unit has COPLANS, Full Points, If not needed, N/A, If no COPLANS, No Point



## A. OPERATIONS

OBJECTIVES/ TASKS	PARAMETERS	STANDARD FORMULA	POINTS ALLOCATION	REMARKS
1. To evaluate unit's performance on intelligence.	D) The unit's key personnel has security clearance.	Proportionate	5	Top 3, SM & Admin/Opns
	E) The unit has a security system or policy.	Y/N	5	(GHQ&HSC Policy)
	<b>Sub-total</b>		<b>50</b>	





## A. OPERATIONS

OBJECTIVES/ TASKS	PARAMETERS	STANDARD FORMULA	POINTS ALLOCATION	REMARKS
2. To evaluate unit's performance on operation.	A) The unit has campaign/action plan	Y/N	10	Only one (1) Action Plan or Camplan
	B) The unit accomplished its targets based on APB	PROPSTAR	25	Target vs Actual (AAR 20 UCs & Offices less than 20 take all)
	C) The unit accomplished its targets based on campaign/action plan	PROPSTAR	25	Target vs Actual (10 AAR APB & 10 AAR Campaign/Action Plan UCs & Offices less than 10 take all)
	D) The unit has contingency plans	Y/N	10	Contingency plans UCs & Offices Fire Evac Plan
	<b>Sub-total</b>		<b>70</b>	



## A. OPERATIONS

OBJECTIVES/ TASKS	PARAMETERS	STANDARD FORMULA	POINTS ALLOCATION	REMARKS
3. To evaluate unit's performance on plans and program.	A) The unit has a Transformation Roadmap for base camp 2017-2022	Y/N	10	Compliance
	B) The Unit/ Office/ Command has attained its 2019 performance targets based on MFOs.	PROPSTAR	20	Target vs Actual 10 Samples  (10 UCs & Offices less than 10 take all) (POM or APB)
	<b>Sub-total</b>		<b>30</b>	



## A. OPERATIONS

OBJECTIVES/ TASKS	PARAMETERS	STANDARD FORMULA	POINTS ALLOCATION	REMARKS
4. To evaluate unit's performance on civil military operation.	A) The unit has CMO action plan	Y/N	10	If Operational Unit only, if not, N/A
	B) The unit accomplished its targets based on APB	PROPSTAR	10	10 Samples only
	C) The unit accomplished its targets based on CMO action plan	PROPSTAR	30	If Operational Unit only, if not, N/A
	<b>Sub-total</b>		<b>50</b>	
	<b>TOTAL</b>		<b>200</b>	



## A. OPERATIONS

OBJECTIVES/ TASKS	PARAMETERS	STANDARD FORMULA	POINTS ALLOCATION	REMARKS
To evaluate if the unit is submitting duly accomplished substantial reports as required by higher headquarters on time.	<p>Reports submitted by the unit as required by the Joint, Personal, Special Staff and AFPWSSUs.</p> <ol style="list-style-type: none"> <li>1) Daily</li> <li>2) Weekly</li> <li>3) Monthly</li> <li>4) Quarterly</li> <li>5) Semi-annually</li> <li>6) Annually</li> </ol>	Proportionate	150	<p>For Daily &amp; weekly: select 10 each in random,</p> <p>For monthly: 9 reports</p> <p>Quarterly: 3 reports</p> <p>Semi-annual: 1 report only</p> <p>Annually: Previous year's report</p>
<b>TOTAL</b>			<b>150</b>	