



## MEMORANDUM

**TO: ALL HEADS OF BUREAUS, SERVICES, ROs and POLOs**

**SUBJECT: SYSTEM OF RANKING OF DOLE DELIVERY UNITS FOR 2018 PBB**

**DATE: 25 SEPTEMBER 2018**

Pursuant to DBM Memorandum Circular 2018-1 (Guidelines on the Grant of the Performance-Based Bonus for Fiscal Year 2018), the system of ranking for DOLE Delivery Units is hereby issued:

**A. Rating of DOLE Delivery Units.** The following will be the basis for the performance rating of DOLE Delivery Units.

Basis	Weight Allocation (%)
1. 2018 OPCR Accomplishments Rating	80
2. Cluster Head's Rating	10
3. Secretary's Rating	10
<b>Overall Rating</b>	<b>100</b>

The weight allocation for the core and non-core deliverables is **80%** and **20%**, respectively.

- Core Deliverables** - Agency Programs, Activities, and Projects (PAPs) or Organizational Outcomes (OOs) under the 2018 Program Expenditure Classification (PREXC).
- Non-Core Deliverables** - Agency PAPs under the Support to Operations (STO) and General Administration and Support Services (GASS).
  - **Support to Operations:** Monitoring of Programs; Communication Program; Statistical Performance Reporting System (SPRS); Performance Accountability Report (PAR); Gender and Development (GAD); Implementation of Quality Management System (QMS) aligned with International Organization for Standardization (ISO); and Citizens' Charter/Anti-Red Tape Act (ARTA)/ 8888 Hotline.

- **General Administration and Support Services (GASS):** Integrity Development Program; Strategic Performance Management System; Financial Management; Compliance HRD Interventions; Freedom of Information; Data Privacy Act; Green Our DOLE Program (GODP); PhilGEPs; Transparency Seal; and Annual Procurement Plan.

**B. Ranking of DOLE Delivery Units**

1. To facilitate the ranking, the ROs are grouped into three (3) Clusters based on identified external and internal criteria.

ROs Cluster	Category	Criteria	
		External*	Internal
Cluster 1	<b>High</b>	<ul style="list-style-type: none"> <li>○ Gross Regional Domestic Product</li> <li>○ No. of Establishments</li> <li>○ Proportion of Vulnerable Employment</li> <li>○ Proportion of wage and salary employment</li> </ul>	<ul style="list-style-type: none"> <li>○ Total Personnel</li> <li>○ Budget Allocation</li> </ul>
Cluster 2	<b>Average</b>		
Cluster 3	<b>Low</b>		

*\*latest data available in Current Labor Statistics (CLS)*

2. The DOLE Delivery Units will be ranked based on their overall rating. The Distribution of Slots for PBB Ranking of 66 DOLE Delivery Units is as follows:

Delivery Units	Best (10%)	Better (25%)	Good (65%)
<b>SLOTS</b>	<b>7</b>	<b>17</b>	<b>42</b>
<b>52 Frontline RUs</b>	<b>5</b>	<b>13</b>	<b>34</b>
<b>16 ROs</b>	3	4	9
Cluster 1	1	2	3
Cluster 2	1	1	3
Cluster 3	1	1	3
<b>36 POLOs</b>	2	9	25
<b>14 Support RUs</b>	<b>2</b>	<b>4</b>	<b>8</b>
<b>8 Services (including OSEC)</b>	1	2	5
<b>6 Bureaus</b>	1	2	3

For your information and compliance.

  
**SILVESTRE H. BELLO III**  
 Secretary



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		o Proportion of wage and salary employment	

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