



Republic of the Philippines
TANDAG CITY WATER DISTRICT
Brgy. Mabua, Tandag City, Surigao del Sur
tandagwd.gov.ph/ (086)-211-3258 or 4600

SYSTEM OF RANKING OF DELIVERY UNITS AND INDIVIDUAL PERSONNEL PURSUANT TO THE GRANT OF PERFORMANCE BASED BONUS FOR FISCAL YEAR 2020, UNDER EXECUTIVE ORDER NO. 80, s. 2012 and EXECUTIVE ORDER NO. 201 s. 2016 PER DBM MEMORANDUM CIRCULAR 2020-I

Eligibility of Individuals

All officers and employees of the Tandag City Water District who rendered a minimum of nine (9) months of service with Satisfactory rating may be eligible to the full grant of PBB.

An employee who rendered less than a minimum of nine (9) months but a minimum of three (3) months of service and with at least Satisfactory rating shall be eligible to the grant of PBB on a pro-rata basis corresponding to the actual length of service rendered, as follows:

Length of Service	% of PBB
8 months but less than 9 months	90%
7 months but less than 8 months	80%
6 months but less than 7 months	70%
5 months but less than 6 months	60%
4 months but less than 5 months	50%
3 months but less than 4 months	40%

Ranking of Individual and Delivery Units

Delivery units eligible to the PBB shall be forced ranked according to the following categories:

Ranking	Performance Category
Top 10%	Best Delivery Unit
Next 25%	Better Delivery Unit
Next 65%	Good Delivery Unit

Agency Head/General Manager

The general manager will be eligible only if the TCWD is eligible. The maximum rate of PBB to be granted shall be equivalent to 65% of his monthly basic salary as of 31 December 2020. He should not be included in the Form I – Report on Ranking of Delivery Units/Division.

Board of Directors

The non-ex-officio Board of Directors may be eligible to the 65% of the monthly basic salary subject to the following conditions:

- a. TCWD has qualified for the grant of the FY 2020 PBB;
- b. The Board has 90% attendance to the duly called board meetings and committee meetings as certified by the Board Secretary;
- c. The Board Member has eleven (11) months aggregate service in the position;

- d. The TCWD has submitted the FY 2020 Corporate Operating Budget to DBM within the set deadline;
- e. Submission of BOD FY 2020 accomplishments (policies or resolutions that will help address the operations as well as the guidelines of the TCWD).

Rank and File

The rates of individual employees shall depend on the performance ranking of the delivery unit/division where they belong, with the rate of incentive as a multiple of one's monthly basic salary as of 31 December 2020:

Performance Category	Multiple of Basic Salary
Best Delivery Unit or Division	.65
Better Delivery Unit or Division	.575

Note: The TCWD has only two (2) divisions which are Administrative Division and Engineering Division

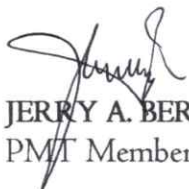
Strategic Performance Management System Rating

The SPMS-OPCR, DPCR and IPCR of the employees based on their actual performance as verified by the concerned employee shall be submitted to the Performance Management Team and shall be approved by the General Manager, subject to the PBB guidelines.

Funding Source

The Funding to support the grant of PBB shall be charged against the TCWD corporate funds.

Submitted by:


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 PMT Member


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 PMT Member


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Approved by:


EULOGIO D. MILLA, CE, ASEAN Eng
 PMT Chair/General Manager