



INTER-AGENCY TASK FORCE ON THE HARMONIZATION OF
NATIONAL GOVERNMENT PERFORMANCE MONITORING, INFORMATION AND REPORTING SYSTEMS
(Administrative Order No. 25 S. 2011)

March 1, 2023

LEVY B. ARAGO

President
Mindoro State University
Alcate, Victoria, Oriental Mindoro

ATTENTION: Ms. Joelene C. Leynes
PBB Focal Person

Dear President Arago:

We regret to inform you that the Mindoro State University (MinSU) is **ineligible** for the grant of the FY 2021 Performance-Based Bonus (PBB), as the agency obtained **35 points** for the PBB Criteria and Conditions as provided in Section 4.0 of the AO25 Inter-Agency Task Force Memorandum Circular No. 2021-1; and the agency was found non-compliant in six (6) of the Agency Accountabilities under Section 5.0. The FY 2021 Final Eligibility Assessment is attached for your reference.

To complete the PBB process, may we remind your office to publish the **FY 2021 Agency Scorecard** on your website or official publication.

We wish to reiterate the responsibility of the Head of the Agency and the Performance Management Team to communicate the information to your employees, as well as to address comments and concerns they may raise.

We hope for your continued participation and support of the PBB implementation. Thank you very much.

Sincerely yours,

ACHILLES GERARD C. BRAVO
Assistant Secretary, DBM and
Chair, AO25 IATF TWG



**development academy
of the philippines**

Technical Secretariat and Resource Institution



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FY 2021 PERFORMANCE-BASED BONUS FINAL ELIGIBILITY ASSESSMENT

MINDORO STATE UNIVERSITY



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FY 2021 PERFORMANCE-BASED BONUS ELIGIBILITY CRITERIA AND CONDITIONS
per the AO 25 Memorandum Circular (MC) No. 2021-1 and 2021-2

To be eligible for the FY 2021 PBB, the agency must attain a total score of at least 70 points.

TABLE 1: FY 2021 PBB SCORING SYSTEM						
CRITERIA AND CONDITIONS	WEIGHT	PERFORMANCE RATING				
		1	2	3	4	5
Performance Results	5	5pts	10pts	15pts	20pts	25pts
Process Results	5	5pts	10pts	15pts	20pts	25pts
Financial Results	5	5pts	10pts	15pts	20pts	25pts
Citizen/Client Satisfaction Results	5	5pts	10pts	15pts	20 pts	25pts
TOTAL SCORE		MAXIMUM = 100 POINTS				

TABLE 2: RATING SCALE FOR PERFORMANCE RESULTS				
1	2	3	4	5
Met less than 80% of performance indicators of the Congress-approved performance targets for FY 2021; deficiencies due to controllable factors	Met less than 80% of performance indicators of the Congress-approved performance targets for FY 2021; deficiencies due to uncontrollable factors	Met at least 80% of performance indicators of the Congress-approved performance targets for FY 2021; deficiencies due to controllable factors	Met at least 80% of performance indicators of the Congress-approved performance targets for FY 2021; deficiencies due to uncontrollable factors	Met each one of the Congress-approved performance targets for FY 2021 (all performance indicators)

TABLE 3: RATING SCALE FOR PROCESS RESULTS				
1	2	3	4	5
a. For departments/agencies and GOCCs covered by the DBM				
No demonstrated ease of transaction	Achieved targets to ease transaction (streamlining, digitization, standardization) only for non-frontline services	Achieved targets to ease transaction (streamlining, digitization, standardization) in less than 80% of frontline services	Achieved targets to ease transaction (streamlining, digitization, standardization) in at least 80% of frontline services	Achieved targets to ease transaction (streamlining, digitization, standardization) in all frontline services
b. For SUCs				
No demonstrated standardization/quality assurance	Achieved ISO-certification or its equivalent certification only for non-frontline services	Achieved ISO-certification or its equivalent certification for less than 80% of frontline services	Achieved ISO-certification or its equivalent certification for at least 80% of frontline services	Achieved ISO-certification or its equivalent certification for all frontline services

TABLE 4: RATING SCALE FOR FINANCIAL RESULTS				
1	2	3	4	5
1-19% Disbursement BUR	20-39% Disbursement BUR	40-59% Disbursement BUR	60-79% Disbursement BUR	80-100% Disbursement BUR

TABLE 5: RATING SCALE FOR CITIZEN/CLIENT SATISFACTION RESULTS				
1	2	3	4	5
No submission/Did not conduct CCSS	Low satisfaction rate with unresolved #8888/CCB complaints	Average to high satisfaction rate with unresolved #8888/CCB complaints	Average satisfaction rate with 100% #8888/CCB complaints resolved	High satisfaction rate with 100% #8888/CCB complaints resolved

FINAL ELIGIBILITY ASSESSMENT FOR FY 2021 PERFORMANCE-BASED BONUS

MINDORO STATE UNIVERSITY

Overall Assessment: The Mindoro State University (MinSU) achieved **35 points** and is **not eligible** for the grant of FY 2021 PBB.

A. Physical Accomplishments

Criteria	Score	Points	Remarks
1. Performance Results Achieved 72.73% (8 out of 11) of the Congress-approved performance targets for FY 2021; failure to meet the target for 3 indicators are due to controllable factors .	1	5	The MinSU did not meet three (3) performance indicators . <ol style="list-style-type: none"> MFO1:Higher Education Program PI3: Percentage of the undergraduate student population enrolled in CHed-identified and RDC-identified priority programs. The actual accomplishment was 70% of the targeted 100% (or 70% rate of accomplishment). MFO1:Higher Education Program PI3:Percentage of undergraduate programs with accreditation. The actual accomplishment was 64.29% of the targeted 82.14% (or 78% rate of accomplishment). MFO3:Technical Advisory Extension Program PI2: Number of trainees weighted by the length of training. The actual accomplishment was 7,079 of the targeted 16,220 (or 44% rate of accomplishment). The Commission on Higher Education (CHED) considered the non-attainment of the targets to be due to controllable factors based on the CHED report dated January 25, 2023.
2. Process Results No Submission of agency process result report.	1	5	The MinSU did not submit evidence and/or documents of ISO-certified QMS or its equivalent certification of frontline services based on the CHED report dated August 16, 2022.
3. Financial Results Achieved an average of 33.93% Disbursements and Earmarked Income BUR.	2	10	The actual accomplishment of the MinSU for Disbursements and Earmarked Income Budget Utilization Rate (BUR) was 33.93% based on the Department of Budget and Management - Region 4B report dated April 29, 2022.
4. Citizen/Client Satisfaction Results Achieved an average of 4.39 overall satisfaction rating, with 0% resolution of #8888 complaints and did not receive	3	15	The MinSU did not receive any complaints through the Contact Center ng Bayan (CCB) platform for the period of January 1, 2021 to December 31, 2021 based on the Civil Service Commission (CSC) report dated February 24, 2022. The agency was not able to resolve the one (1) complaint received through the #8888 platform for the period of January 1, 2021 to December 31, 2021 based on the Office of the President (OP) report dated December 21, 2022.

A. Physical Accomplishments			
Criteria	Score	Points	Remarks
complaints from the CCB platform.			In addition, the MinSU reported an overall satisfaction rating of 4.39 and observed the procedures for conducting the Citizen/Client Satisfaction Survey (CCSS) pursuant to Annex 4 of the AO 25 MC 2021-1.
Total	7	35	

B. Agency Accountabilities	Compliance Status
• Transparency Seal	Non-Compliant
• Freedom of Information	Non-Compliant
• Updating of Citizen's Charter	Compliant
• Compliance to Audit Findings	Compliant
• Posting of Agency Review and Compliance Procedure (ARCP) of SALN	Compliant
• PhilGEPS Posting	Non-Compliant
• Submission of FY 2022 Annual Procurement Plan-Common Use Supplies and Equipment (APP-CSE)	Compliant
• Submission of FY 2021 Non-Common Use Supplies and Equipment (APP non-CSE)	Non-Compliant
• Posting of Indicative FY 2022 APP non-CSE	Compliant
• Submission of FY 2020 Agency Procurement Compliance and Performance Indicators (APCPI)	Non-Compliant
• Undertaking of Early Procurement Activities (EPA) covering FY 2022 Procurement Projects	Non-Compliant

C. Eligibility of Delivery Units and Individuals/Rates

To be eligible for the FY 2021 PBB, the agency must attain a total score of at least 70 points. To be able to attain at least 70 points, the agency should achieve a performance rating of 4 in at least three (3) criteria. In such a case, while the agency will be eligible, the unit/s most responsible (including its head) for the criteria stated in Section 3.0 of MC 2021-1 with a performance rating of below 4 will be isolated from the grant of the FY 2021 PBB.

The unit/s most responsible (including its head) for the non-compliance with the Agency Accountabilities provided in Section 5.0 of MC 2021-1 will also be isolated from the grant of the FY 2021 PBB.

To be eligible for FY 2021 PBB, employees belonging to the First, Second, and Third Levels should receive a rating of at least "Very Satisfactory" based on the agency's CSC-approved Strategic Performance Management System (SPMS) or the requirement prescribed by the CESB.

For additional information, please refer to Section 6.0 (Eligibility of Delivery Units and Individuals) and Section 7.0 (Rates of the PBB) of MC 2021-01.