



Republic of the Philippines

NATIONAL COUNCIL ON DISABILITY AFFAIRS

February 22, 2016

MEMORANDUM:

FOR: CARMEN REYES-ZUBIAGA
Acting Executive Director III

FROM: THE PERFORMANCE GOVERNANCE SYSTEM (PGS)
CHAIRPERSON

SUBJECT: NCDA SYSTEM OF RANKING THE DELIVERY UNITS FOR THE
GRANT OF THE PERFORMANCE-BASED BONUS (PBB) FY 2015

May we respectfully submit the following criteria as the basis for ranking the Division's performance for the grant of Performance-Based Bonus (PBB) for CY 2015: (formulated by the Management)

I. Conditions to Qualify for the PBB

The Agency and its delivery units must meet the conditions and criteria set by Memorandum Circular No. 2015-1 to qualify for the grant of the PBB for FY 2015 as follows:

- A. Achieve at least 90% of each one of the Congress-approved performance targets for the delivery of Major Final Output (MFOs) under the Performance Informed Budget (PIB) of the FY 2015 GAA, and the targets for Support to Operations (STO) and General Administration and Support Services (GASS);
- B. Achieve at least 90% of each one of the priority program/project targets agreed with the President under the five Key Result Area of Executive Order (EO) no. 43;
- C. Satisfy 100% of the good governance conditions set by the AO 25 Inter-Agency Task Force (IATF) for FY 2015
- D. To be eligible for a higher percentage distribution in the ranking of delivery units, the whole Department/Agency must achieve at least 90% of each one of the additional; targets of the Secretary/Head of Agency as reflected in the OP Planning Tool Form 1.

II. Basis of the Computation of the rating of the Delivery Units formulated by the Management in accordance with the abovemention requirements.

A. Eligibility Criteria

1. Operations

NCDA Major Final Output Accomplishment – Accomplishment of the Policy Advisory Services on Disability Affairs shall be the basis of assessing performance of the delivery units with its Performance Indicators, Strategic Goals and Budget Utilization as the Key Result Areas (KRA) with 20% designated weight value for each KRA.

➤ Performance Indicator PI 1 (No. of national policies, plans and programs updated, issued, and disseminated.) (20% is the highest accomplishment value based on the target set of the Division's commitment in the Office Performance Contract and Review (OPCR))	- 20%
➤ Performance Indicator PI 2 (Average percentage of stakeholders who rate the policy, plan and program as good or better) (20% is the highest rating of the Division rated by Stakeholders based on the evaluation form submitted by the delivery units.)	- 20%
➤ Performance Indicator PI 3 (Percentage of national policies and plans updated, issued and disseminated in the last three years)	- 20%
Sub-total	60%
➤ Strategic Goal 3 (SG 3 – Lead in the organization of functional disability-related structures in cities and municipalities) (20% is the highest rating of accomplishment targeted by the delivery units in the OPCR.)	- 20%
➤ Budget Utilization for 2015 (20% is the highest rating of delivery units utilizing 100% of the budget allocated for the project.)	- 20%
Sub-total	40%
Over-all Total	100%

A. General Administration and Support Services (GASS)

The GASS Key Result Areas are:

1. Budget Section	25%
a. Submission of Budget Requirements to DBM	
a.1. Obligation Budget Utilization Rate (BUR) computed as obligations against all allotments issued for FY 2015, including those released under the "GAA as a release documents" policy;	
a.2. Disbursement BUR which is measured by the ratio of total disbursement (cash and non-cash, excluding personnel services) to total obligations for maintenance and other operating expenses (MOOE) and capital outlays (CO) in FY 2015.	
a.3. Budget and Financial Accountability Reports (BFAR)	
2. Accounting Section Requirements	25%
b. Compliance to Public Finance Management (PFM) reporting requirements of the Commission on Audit (COA) and Department of Budget and Management (DBM) in accordance with the prescribed content and period of submission under existing laws, rules and regulations. This includes the following:	
b.1. Report on Ageing of Cash Advances	