



SOUTHERN LUZON STATE UNIVERSITY PBB 2020 GUIDELINES AND RANKING PROCEDURES

I. Background

The Inter-Agency Task Force (IATF) requires that each agency creates their system and procedures in ranking of delivery units, hence this document prescribes the University's guidelines and procedures according to offices' performances in pursuant to the Inter-Agency Task Force (IATF) Memorandum Circular 2020-1, "Guidelines on the Grant of Performance-Based Bonus for Fiscal Year 2020" under Executive Order No. 80, s.2012 and Executive Order No. 201, s.2016.

II. Purpose

These guidelines seek to provide system of identifying the eligibility of the University's delivery units and individuals for the grant of the Performance-Based Bonus (PBB) for FY 2020 pursuant to IATF Memorandum Circular No. 2020-1 dated June 2, 2020.

III. Delivery Units

The University shall be divided into the following categories of delivery units:

a. Academic/Instruction

1. College of Agriculture
2. College of Allied Medicine
3. College of Administration, Business, Hospitality and Accountancy
4. College of Arts and Sciences
5. College of Engineering
6. College of Industrial Technology
7. College of Teacher Education
8. Alabat Campus
9. Catanauan Campus
10. Infanta Campus
11. Gumaca Campus
12. Lucena Campus
13. Polillo Campus
14. Tayabas Campus
15. Tagkawayan Campus
16. Tiaong Campus

b. Support to Operations

1. Office of the University Registrar
2. International & Alumni Affairs
3. Office of the Student Affairs
4. Records/University Board Secretary
5. Internal Audit Office
6. Instruction & Quality Assurance
7. Library Services

8. Office of Extension Services
9. Office of Research Services/PPAS
10. Production Office
11. Planning & Development Office/MIS
12. Health Services Unit
13. Civil Safety and Security Office

- c. General Administrative and Support Services
 1. Accounting Office
 2. Budget Office
 3. Cashier Office
 4. Supply & Property Office
 5. Procurement Office
 6. Physical Plant and Facilities
 7. Human Resource Management Office
 8. Business Affairs Office

IV. Ranking of Delivery Units

- a. Ranking of colleges/campuses shall be based on their contribution to the Program Expenditure Classification (PREXC) targets. The SLSU-identified performance indicators under PREXC1(Higher Education Program), PREXC (Advanced Education Program), PREXC3 (Research Program) and PREXC4 (Extension and Technical Advisory) are the criteria to be used.
- b. The colleges/campuses shall be ranked based on their contribution to total score of PREXC targets, as follows:

Ranking	Score
1-2	5
3-4	4
5-7	3
8-10	2
Below 10 and no contribution	1

It shall have the following weights:

Indicator	Weights
PREXC 1 (Higher Education)	50%
PREXC2 (Advanced Education)	15%
PREXC3 (Research)	20%
PREXC4 (Extension)	15%

- c. Ranking of the Offices/STO/GASS shall be based on the ratings obtained by their respective Office Performance Commitment and Reviews (OPCRs), which were rated using the SLSU Strategic Performance Management System (SPMS) as approved by the Civil Service Commission (CSC) in 2015.

- d. The delivery units shall be ranked based on their contribution to the total score of their targets, as follows:

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

V. Eligibility of Individuals

Individual eligibility for PBB 2020 shall be in line with Memorandum Circular No. 2020-1 as issued by the Inter-agency Task Force on the Harmonization of National Government Performance Monitoring, Information and Reporting Systems (Administrative Order No. 25 s. 2011) as released on June 2, 2020.

VI. Rates of the PBB

The delivery unit where the personnel has been designated shall be the basis of each individual's PBB rate whether he/she will be best, better or good. The PBB of eligible individual shall be based on the monthly basic salary as of December 31, 2020, but not lower than P5,000, as follows:

Performance Category	Multiple of Monthly Basic Salary
Best Delivery Unit	65%
Better Delivery Unit	57.5%
Good Delivery Unit	50%

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