

## MEMORANDUM

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

**SUBJECT: SYSTEM OF RANKING OF DOLE DELIVERY UNITS FOR 2020 PBB**

**DATE: 25 SEPTEMBER 2020**

Pursuant to DBM Memorandum Circular 2020-1 (Guidelines on the Grant of the Performance-Based Bonus for Fiscal Year 2020), the System of Ranking of 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 (%)
a. 2020 OPCR Rating	80
b. Cluster Head's Rating	10
c. Secretary's Rating	10
<b>Overall Rating</b>	<b>100</b>

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

- 1. Core Deliverables** – Agency's Programs, Activities, and Projects (PAPs) or Organizational Outcomes (OOs) under the 2020 Program Expenditure Classification (PREXC).
- 2. Non-Core Deliverables** – Agency's 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); 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):** Strategic Performance Management System (SPMS); Financial Management; HRD Interventions; Compliance to COA Observations; Ease of Doing Business and Efficient Government Delivery Service; Freedom of Information; Transparency Seal; Preventive Maintenance of Information and Technology Equipment and Annual Procurement Plan (APP).

## 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
Cluster 1	<b>High</b>	• Gross Regional Domestic Product (GDP)
Cluster 2	<b>Average</b>	• No. of Establishments • Proportion of Vulnerable Employment
Cluster 3	<b>Low</b>	• Proportion of Wage and Salary Employment

*\*Latest data available in the Current Labor Statistics (CLS), PSA*

2. The DOLE Delivery Units will be ranked based on their overall rating. The Distribution of Slots for PBB Ranking of 67 DOLE Delivery Units is as follows:

Delivery Units	Best (10%)	Better (25%)	Good (65%)
<b>NUMBER OF SLOTS</b>	<b>7</b>	<b>17</b>	<b>43</b>
<b>54 Frontline RUs</b>	<b>5</b>	<b>13</b>	<b>36</b>
• <b>ROs</b>	3	4	9
Cluster 1	1	2	3
Cluster 2	1	1	3
Cluster 3	1	1	3
• <b>POLOs</b>	2	9	27
<b>13 Support RUs</b>	<b>2</b>	<b>4</b>	<b>7</b>
• <b>Services (including OSEC)</b>	1	2	5
• <b>Bureaus</b>	1	2	2

For your information and compliance.

  
SILVESTRE H. BELLO III  
Secretary