

GUIDELINES/MECHANICS IN RANKING OFFICES/DELIVERY UNITS FOR THE G PERFORMANCE-BASED BONUS (PBB) FY 2017

Rating the Performance and Ranking of the Delivery Unit

The Carlos Hilado Memorial State College has four campuses: Talisay (main), Binalbagan, Alijis and Fortune Town. The Performance Management Team identified six (6) delivery bureaus/units namely: College of Education, College of Industry, College of Arts and Sciences, Institute of Information Technology, College of Business Management and Accounting, and

The performance of the delivery units is evaluated based on how well they have accomplished the agency's Major Functions (MFO's). The MFOs are Higher Education Services, Research Services, and Extension Services. The result of their performance will determine rank of the college/delivery unit whether Best, Better or Good.

Rating the Performance of Individual Employee

The institution is using the CSC approved Strategic Performance Management System (SPMS) in evaluating the performance of faculty and staff. There will be no forced ranking in the performance of the faculty and staff. The amount to be received for 2017 PBB will be based on the individual's basic salary as of December 31, 2017 and shall depend on the performance rating of the delivery unit where they belong. All employees under the best bureau/delivery unit will receive 65% of their salary, employees under the second best bureau/delivery unit will receive 57.5% of their salary and employees under good bureau/delivery unit/s will receive 50% of their salary as stated in Section 9.1 of the Memorandum Circular No. 2017-1 dated May 9, 2017.



MRS. VIOLA D. MONGCAL
Human Resource Management Officer
September 1, 2017



RENATO M. SOROLLA, PhD
SUC President II
September 1, 2017

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