



MEMORANDUM

**TO: ALL HEADS OF OFFICES
THIS AGENCY**

SUBJECT: SYSTEMS OF RANKING DELIVERY UNITS AND EMPLOYEES

DATE: 30 OCTOBER 2015

To facilitate the FY 2015 PBB ranking, the following criteria are hereby issued:

A. Criteria in Ranking OWWA Delivery Units

| Criteria | Percent Allocation | |
|--|--------------------|------------|
| 1. 2015 OPCR Accomplishment Overall Rating | | 90 |
| - Core Indicators | 70 | |
| - Non-core indicators | 30 | |
| 2. Executive Committee's Rating | | 10 |
| Total Rating | | 100 |

1. **2015 OPCR Accomplishment (90%).** The OPCR is composed of Core Deliverables and Non-Core Deliverables performance measures.

1.1. **Core Deliverables with weight allocation of 70 percent.**

Agency's major PAPs, specifically those enrolled in the Planning Tool and the Major Final Output (MFO).

Accomplishments for unprogrammed activities/undertakings shall be rated on the following conditions:

- Supported by documented instructions from the Administrator or the Secretary
- Responsive to unforeseen events either manmade or economic, natural calamities/disaster
- Recognized by the Administrator as an accomplishment, or must be published or posted in the OWWA website.

- 1.2. Non-Core Deliverables with weight allocation of 30 percent**
 Agency's PAPs under Support to Operation (STO) and General Administration and Support Services (GASS).

Support to Operations: Support to Policy Development; Communication Program; Performance Accountability Report (PAR); Gender and Development (GAD); Maintenance/Improvement on the Processes enrolled in the Quality Management System (QMS); Citizens Charter/Anti-Red Tape Act (ARTA).

General Administration and Support Services (GASS): Integrity Development Program; Strategic Performance Management System, Financial Management; HRD Interventions; Green Our DOLE Program (GODP); Transparency Seal.

- 2. Executive Committee's Rating (10%).** This rating is based on special citations and awards received within and outside OWWA. Awards outside OWWA will be considered if it its given by the Civil Service Commission (CSC) and/or other similar reputable bodies in relation to OWWA's Performance.

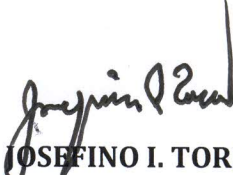
B. Criteria in Ranking OWWA Employees

| Criteria | Percent Allocation | |
|-----------------------------|--------------------|------------|
| 1. 2015 IPCR Accomplishment | | 90 |
| - Core Indicators | 70 | |
| - Non-core indicators | 30 | |
| 2. Behavior and Attendance | | 5 |
| 3. Office PMT's Rating | | 5 |
| Total Rating | | 100 |

C. Distribution of Slots for PBB Ranking of 52 Delivery Units

| Delivery Units | 15% | 30% | 55% |
|----------------|------|--------|------|
| | Best | Better | Good |
| SLOTS | 8 | 16 | 28 |

For your information and compliance.


JOSEFINO I. TORRES
 Deputy Administrator and
 OWWA-PMT Chairperson