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**Office of the President**

**GUIDELINES IN THE RANKING OF DELIVERY UNITS  
FOR THE GRANT OF THE 2018 PERFORMANCE BASED BONUS (PBB)**

1. The grant of the 2018 Performance Based Bonus shall be in accordance with Memorandum Circular No. 2016-2 issued by AO 25 Inter-Agency Task Force.
2. There will be no change in the number and identity of delivery units. The same delivery units used in 2017 PBB will be adopted for 2018 PBB.
3. The delivery units will be evaluated based on the major final outputs (MFOs)
4. The delivery units must have achieved an overall satisfactory rating in the OPCR.
5. The delivery unit must have satisfied 100% of the Good Governance Conditions:
  - a. Delivery units with cash advance/s must have full settled their cash advances within the prescribed period;
  - b. All employees under a delivery unit must have complied with the submission of SALN per RA 6713.
6. Each of the delivery units will compete among themselves. The delivery unit that gets the highest percentage in its accomplishment as against the target will be adjudged as the best, the next highest as the better, and the remaining shall be only good.
7. Only delivery units that submit an approved OPCR will be eligible to receive PBB for rating period.
8. The delivery units are clustered based on the similarities of functions & responsibilities.
9. The Best, Better and Good delivery units from each group shall be determined following the hereunder categories:

RANKING	PERFORMANCE CATEGORY
Top 10%	Best Delivery Unit
Top 25%	Better Delivery Unit
Next 65%	Good Delivery Unit

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