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**INTER-AGENCY TASK FORCE ON THE HARMONIZATION OF  
NATIONAL GOVERNMENT PERFORMANCE MONITORING, INFORMATION AND REPORTING SYSTEMS**  
(Administrative Order No. 25 S. 2011)

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March 29, 2023

**JAIME I. MANUEL**

President

Don Mariano Marcos Memorial State University

Sapilang, Bacnotan, La Union

ATTENTION: Ms. Kate Potingan-Licay  
PBB Focal Person

Dear President Manuel:

We are pleased to inform you that the Don Mariano Marcos Memorial State University (DMMMSU) is **eligible** for the grant of the FY 2021 Performance-Based Bonus (PBB), as the agency obtained **90 points** for the PBB Criteria and Conditions as provided in Section 4.0 of the AO25 Inter-Agency Task Force Memorandum Circular No. 2021-1. The FY 2021 Final Eligibility Assessment is attached for your reference.

Since the agency achieved a performance rating of below 4 in one (1) out of four (4) PBB Criteria and Conditions and was found non-compliant in four (4) of the Agency Accountabilities under Section 5.0, the unit/s most responsible (including its head) for the non-compliances with the Agency Accountabilities will be isolated from the grant of the FY 2021 PBB. Further, to be eligible for FY 2021 PBB, employees belonging to the First, Second, and Third Levels should receive a rating of at least "Very Satisfactory" based on the agency's Strategic Performance Management System approved by the Civil Service Commission, or the requirement prescribed by the Career Executive Service Board.

To complete the PBB process, may we remind your office to publish the **FY 2021 Agency Scorecard** on your website or official publication. The agency is given thirty (30) working days to submit **Annex 2 (Form 1.0: Report on Ranking of Offices/Delivery Units)** for the processing and release of your agency's FY 2021 PBB.

Again, we commend the DMMMSU management and staff, and we hope for your continued participation and support of the PBB implementation. Thank you very much.

Sincerely yours,

**ACHILLES GERARD C. BRAVO**

Assistant Secretary, DBM and  
Chair, AO25 IATF TWG



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# **FY 2021 PERFORMANCE-BASED BONUS FINAL ELIGIBILITY ASSESSMENT**

**DON MARIANO MARCOS MEMORIAL STATE  
UNIVERSITY**



**development academy  
of the philippines**

Technical Secretariat and Resource Institution

**FY 2021 PERFORMANCE-BASED BONUS ELIGIBILITY CRITERIA AND CONDITIONS**  
per the AO 25 Memorandum Circular (MC) No. 2021-1 and 2021-2

To be eligible for the FY 2021 PBB, the agency must attain a total score of at least 70 points.

TABLE 1: FY 2021 PBB SCORING SYSTEM						
CRITERIA AND CONDITIONS	WEIGHT	PERFORMANCE RATING				
		1	2	3	4	5
Performance Results	5	5pts	10pts	15pts	20pts	25pts
Process Results	5	5pts	10pts	15pts	20pts	25pts
Financial Results	5	5pts	10pts	15pts	20pts	25pts
Citizen/Client Satisfaction Results	5	5pts	10pts	15pts	20 pts	25pts
<b>TOTAL SCORE</b>	<b>MAXIMUM = 100 POINTS</b>					

TABLE 2: RATING SCALE FOR PERFORMANCE RESULTS				
1	2	3	4	5
Met less than 80% of performance indicators of the Congress-approved performance targets for FY 2021; <b>deficiencies due to controllable factors</b>	Met less than 80% of performance indicators of the Congress-approved performance targets for FY 2021; <b>deficiencies due to uncontrollable factors</b>	Met at least 80% of performance indicators of the Congress-approved performance targets for FY 2021; <b>deficiencies due to controllable factors</b>	Met at least 80% of performance indicators of the Congress-approved performance targets for FY 2021; <b>deficiencies due to uncontrollable factors</b>	Met each one of the Congress-approved performance targets for FY 2021 (all performance indicators)

TABLE 3: RATING SCALE FOR PROCESS RESULTS				
1	2	3	4	5
<b>a. For departments/agencies and GOCCs covered by the DBM</b>				
No demonstrated ease of transaction	Achieved targets to ease transaction (streamlining, digitization, standardization) only for <b>non-frontline services</b>	Achieved targets to ease transaction (streamlining, digitization, standardization) in <b>less than 80% of frontline services</b>	Achieved targets to ease transaction (streamlining, digitization, standardization) in <b>at least 80% of frontline services</b>	Achieved targets to ease transaction (streamlining, digitization, standardization) in <b>all frontline services</b>
<b>b. For SUCs</b>				
No demonstrated standardization/ quality assurance	Achieved ISO-certification or its equivalent certification only for <b>non-frontline services</b>	Achieved ISO-certification or its equivalent certification for <b>less than 80% of frontline services</b>	Achieved ISO-certification or its equivalent certification for <b>at least 80% of frontline services</b>	Achieved ISO-certification or its equivalent certification for <b>all frontline services</b>

TABLE 4: RATING SCALE FOR FINANCIAL RESULTS				
1	2	3	4	5
1-19% Disbursement BUR	20-39% Disbursement BUR	40-59% Disbursement BUR	60-79% Disbursement BUR	80-100% Disbursement BUR

TABLE 5: RATING SCALE FOR CITIZEN/CLIENT SATISFACTION RESULTS				
1	2	3	4	5
No submission/Did not conduct CCSS	Low satisfaction rate with unresolved #8888/CCB complaints	Average to high satisfaction rate with unresolved #8888/CCB complaints	Average satisfaction rate with 100% #8888/CCB complaints resolved	High satisfaction rate with 100% #8888/CCB complaints resolved

## FINAL ELIGIBILITY ASSESSMENT FOR FY 2021 PERFORMANCE-BASED BONUS

### DON MARIANO MARCOS MEMORIAL STATE UNIVERSITY

**Overall Assessment:** The Don Mariano Marcos Memorial State University (DMMMSU) achieved **90 points** and is **eligible for the grant** of FY 2021 PBB.

<b>A. Physical Accomplishments</b>			
Criteria	Score	Points	Remarks
<p><b>1. Performance Results</b></p> <p>Achieved 88.24% (15 out of 17) of the Congress-approved performance targets for FY 2021; failure to meet the targets for 2 indicators are due to <b>controllable factors</b>.</p>	3	15	<p>The DMMMSU did not meet <b>two (2) performance indicators</b>.</p> <ol style="list-style-type: none"> <li>1. <b>MFO1:Higher Education Program PI3:Percentage of the undergraduate student population enrolled in CHED-identified and RDC-identified priority programs.</b> The actual accomplishment was 68% of the targeted 92.50% (or 73% rate of accomplishment).</li> <li>2. <b>MFO3:Research Program PI3:Percentage of research outputs published in internationally refereed or CHED-recognized journal within the year under.</b> The actual accomplishment was 9% of the targeted 26% (or 35% rate of accomplishment).</li> </ol> <p>The Commission on Higher Education (CHED) considered the non-attainment of the targets to be due to <b>controllable factors</b> based on the CHED report dated September 7, 2022.</p>
<p><b>2. Process Results</b></p> <p>Achieved ISO certification or its equivalent certification for <b>all frontline services</b>.</p>	5	25	<p>The DMMMSU provided an ISO 9001:2015 certification for the provision of instruction, research, extension, and support services, certified by the ACS World Wide Works Solutionz, valid until November 18, 2023.</p> <p>The SUC's ISO QMS certification covers 4 out of 4 Major Final Outputs (MFOs) - higher education, advanced education, research, and extension programs.</p>
<p><b>3. Financial Results</b></p> <p>Achieved an average of 81.13% Disbursements and Earmarked Income BUR.</p>	5	25	<p>The actual accomplishment of the DMMMSU for Disbursements and Earmarked Income BUR was 81.13% based on the Department of Budget and Management - Region 1 report dated April 5, 2022.</p>
<p><b>4. Citizen/Client Satisfaction Results</b></p> <p>Achieved a 4.84 overall satisfaction rating, with 100% resolution of #8888 and CCB complaints.</p>	5	25	<p>The DMMMSU resolved 2 out of 2 (100% resolution rate) complaints received through the #8888 platform for the period of January 1, 2021 to December 31, 2021 based on the Office of the President (OP) report dated December 21, 2022.</p> <p>The agency also resolved all complaints (1 out of 1) received through the Contact Center ng Bayan (CCB) platform for the period of January 1, 2021 to December 31, 2021 based on the</p>

<b>A. Physical Accomplishments</b>			
<b>Criteria</b>	<b>Score</b>	<b>Points</b>	<b>Remarks</b>
			Civil Service Commission (CSC) report dated February 24, 2022.  In addition, the DMMMSU reported an overall satisfaction rating of 4.84 and observed the procedures for conducting the Citizen/Client Satisfaction Survey (CCSS) pursuant to Annex 4 of the AO 25 MC 2021-1.
<b>Total</b>	<b>18</b>	<b>90</b>	

<b>B. Agency Accountabilities</b>	<b>Compliance Status</b>
• Transparency Seal	Compliant
• Freedom of Information	Non-Compliant
• Updating of Citizen's Charter	Compliant
• Compliance to Audit Findings	Compliant
• Posting of Agency Review and Compliance Procedure (ARCP) of SALN	Compliant
• PhilGEPS Posting	Non-Compliant
• Submission of FY 2022 Annual Procurement Plan-Common Use Supplies and Equipment (APP-CSE)	Compliant
• Submission of FY 2021 Non-Common Use Supplies and Equipment (APP non-CSE)	Compliant
• Posting of Indicative FY 2022 APP non-CSE	Compliant
• Submission of FY 2020 Agency Procurement Compliance and Performance Indicators (APCPI)	Non-Compliant
• Undertaking of Early Procurement Activities (EPA) covering FY 2022 Procurement Projects	Non-Compliant

**C. Eligibility of Delivery Units and Individuals/Rates**

To be eligible for the FY 2021 PBB, the agency must attain a total score of at least 70 points. To be able to attain at least 70 points, the agency should achieve a performance rating of 4 in at least three (3) criteria. In such a case, while the agency will be eligible, the unit/s most responsible (including its head) for the criteria stated in Section 3.0 of MC 2021-1 with a performance rating of below 4 will be isolated from the grant of the FY 2021 PBB.

The unit/s most responsible (including its head) for the non-compliance with the Agency Accountabilities provided in Section 5.0 of MC 2021-1 will also be isolated from the grant of the FY 2021 PBB.

To be eligible for FY 2021 PBB, employees belonging to the First, Second, and Third Levels should receive a rating of at least "Very Satisfactory" based on the agency's CSC-approved Strategic Performance Management System (SPMS) or the requirement prescribed by the CESB.

For additional information, please refer to Section 6.0 (Eligibility of Delivery Units and Individuals) and Section 7.0 (Rates of the PBB) of MC 2021-01.