DEPARTMENT OF LABOR AND EMPLOYMENT
CORDILLERA ADMINISTRATIVE REGION

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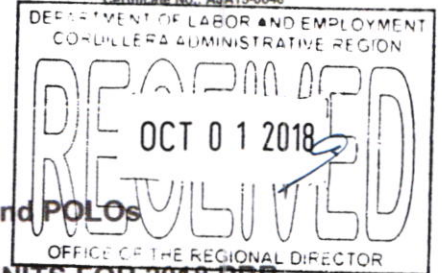
MEMORANDUM

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

SUBJECT: **SYSTEM OF RANKING OF DOLE DELIVERY UNITS FOR 2018 PBB**

DATE: **25 SEPTEMBER 2018**

Pursuant to DBM Memorandum Circular 2018-1 (Guidelines on the Grant of the Performance-Based Bonus for Fiscal Year 2018), the system of ranking for 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 (%)
1. 2018 OPCR Accomplishments Rating	80
2. Cluster Head's Rating	10
3. Secretary's Rating	10
Overall Rating	**100**

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

1. **Core Deliverables** - Agency Programs, Activities, and Projects (PAPs) or Organizational Outcomes (OOs) under the 2018 Program Expenditure Classification (PREXC).

2. **Non-Core Deliverables** - Agency 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); Performance Accountability Report (PAR); 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):** Integrity Development Program; Strategic Performance Management System; Financial Management; Compliance HRD Interventions; Freedom of Information; Data Privacy Act; Green Our DOLE Program (GODP); PhilGEPs; Transparency Seal; and Annual Procurement Plan.

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	
		External*	Internal
Cluster 1	High	o Gross Regional Domestic Product	o Total Personnel
Cluster 2	Average	o No. of Establishments o Proportion of Vulnerable Employment	o Budget Allocation
Cluster 3	Low	o Proportion of wage and salary employment	

*latest data available in Current Labor Statistics (CLS)

2. The DOLE Delivery Units will be ranked based on their overall rating. The Distribution of Slots for PBB Ranking of 66 DOLE Delivery Units is as follows:

Delivery Units	Best (10%)	Better (25%)	Good (65%)
SLOTS	7	17	42
52 Frontline RUs	5	13	34
16 ROs	3	4	9
Cluster 1	1	2	3
Cluster 2	1	1	3
Cluster 3	1	1	3
36 POLOs	2	9	25
14 Support RUs	2	4	8
8 Services (including OSEC)	1	2	5
6 Bureaus	1	2	3

For your information and compliance.

SILVESTRE H. BELLO III
Secretary