



IRIGA CITY WATER DISTRICT

RUFINO LLAGAS SR. ST., SAN ROQUE, IRIGA CITY
Tel. Nos. (054) 299-6504*Telefax (054) 299-5709

**Guidelines on the Ranking of Iriga City Water District
Delivery Units Relative to the Grant of PBB for FY 2015
per Executive Order No. 80
APPROVED PER BOARD RESOLUTION No. 35
Series of 2015**

Best Delivery Unit/s

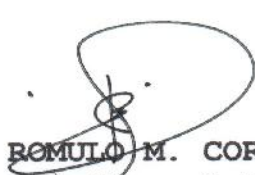
Ranking	Individual Performance Category	Rates per 7.2 of MC No. 2014-02
Top 20%	Best Performer	35,000
Next 35%	Better Performer	20,000
Next 45%	Good Performer	10,000

Better Delivery Unit/s

Ranking	Individual Performance Category	Rates per 7.2 of MC No. 2014-02
Top 15%	Best Performer	25,000
Next 30%	Better Performer	13,500
Next 55%	Good Performer	7,000

Good Delivery Unit/s

Ranking	Individual Performance Category	Rates per 7.2 of MC No. 2014-02
Top 10%	Best Performer	15,000
Next 25%	Better Performer	10,000
Next 65%	Good Performer	5,000


ROMULO M. CORPORAL, JR.
General Manager



IRIGA CITY WATER DISTRICT

RUFINO LLAGAS SR. ST., SAN ROQUE, IRIGA CITY

Tel. Nos. (054) 299-6504*Telefax (054) 299-5709

SECRETARY'S CERTIFICATE

KNOW ALL MEN BY THESE PRESENTS:

I, **ATTY. REYNEL M. BERIÑA**, Secretary to the Board of Directors of the Iriga City Water District (ICWD) hereby certify that in the meeting of the ICWD Board of Directors held on November 26, 2015 at the ICWD, San Roque, Iriga City, in which meeting majority of the members of the board were present thus constituting a quorum, the following resolution was passed and approved:

RESOLUTION NO. 35

Series OF 2015

RESOLUTION ADOPTING IN THE IRIGA CITY WATER DISTRICT (ICWD) LOCAL WATER UTILITIES ADMINISTRATION (LWUA) MEMORANDUM CIRCULAR NO. 013.15 DATED SEPTEMBER 29, 2015 AND LOCAL WATER UTILITIES ADMINISTRATION (LWUA) MEMORANDUM CIRCULAR NO. 015.15 DATED OCTOBER 29, 2015.

WHEREAS, the LWUA issued to all water districts Memorandum Circular no. 013.15 dated September 29, 2015 on the Guidelines on the Grant of Performance Based Bonus (PBB) for Fiscal Year 2015 under Executive Order no. 80;

WHEREAS, the LWUA also issued to all water districts Memorandum Circular no. 015.15 dated October 29, 2015 on the Guidelines on the Ranking of Local Water Districts (LWDs) Delivery Units relative to the Grant of Performance Based Bonus (PBB) for Fiscal Year 2015 under Executive Order no. 80;

NOW THEREFORE, upon motion of Dir. Bagamasbad, Jr. seconded by Dir. Quite,

BE IT RESOLVED as it is hereby RESOLVED adopting in the ICWD LWUA Memorandum Circular no. 013.15 dated September 29, 2015 on the Guidelines on the Grant of Performance Based Bonus (PBB) for Fiscal Year 2015 under Executive Order no. 80 and LWUA also issued to all water districts Memorandum Circular no. 015.15 dated October 29, 2015 on the Guidelines on the Ranking of Local Water Districts (LWDs) Delivery Units relative to the Grant of Performance Based Bonus (PBB) for Fiscal Year 2015 under Executive Order no. 80.

APPROVED.

I further certify that the said resolution is still in full force and effect and has not been amended, revoked nor modified

Issued this 7th day of December 2015 at Iriga City, Philippines.


REYNEL M. BERIÑA
Board Secretary

Attested by:


DIR. EDITH ANDALIS



IRIGA CITY WATER DISTRICT

RUFINO LLAGAS SR. ST., SAN ROQUE, IRIGA CITY
Tel. Nos. (054) 299-6504*Telefax (054) 299-5709

MEMORANDUM

TO : ALL PERMANENT EMPLOYEES

DATE : 27 November, 2015

SUBJECT : Performance-Based Bonus (PBB) Guidelines for FY 2015

The Local Water Utilities Administration (LWUA) Memorandum Circular NO. 015.15 provides the Guidelines on the Ranking of Local Water Districts (LWDs) Delivery Units relative to the Grant of the Performance-Based Bonus (PBB) for Fiscal Year 2015 per Executive Order no. 80. It was adopted under Resolution no. 35 during the board meeting dated November 26, 2015 for implementation.

The ranking of delivery units was issued in order to ensure that the objective and measuring performance of LWDs is achieved. Attached is a copy of Memorandum Circular no. 15-15.

For your information, and guidance.


ROMULO M. CORPORAL, JR.
General Manager

cc: Admin. Division Manager
Commercial Division Manager
Technical Division Manager
HRMO

IRIGA CITY WATER DISTRICT PERMANENT EMPLOYEES

MEMO on GUIDELINES for PBB - FY2015

	Name of Employee	Signature
1	Alaris, Benito M.	
2	Alcomendaz, Salvador D.	
3	Andalla, Antonio V.	
4	Avila, Ramon A.	
5	Bagacina, Jr., Julian P.	
6	Ballester, Jose L.	
7	Belmonte, Sedney J.	
8	Bolma, Jose C.	
9	Camila, Clano R.	
10	Cerillo, Jr., Juan M.	
11	Concepcion, Domingo P.	
12	Corporal, Romulo M.	
13	Cruzata, Antonio Edwin S.	
14	Cruzata, Marletta H.	
15	Cuebillas, Randy T.	
16	De Villa, Euml Benedict Y.	
17	Ercelada, Dante B.	
18	Espiritu, Sheryl M.	
19	Esplana, Perpetua Joy M.	
20	Fonla, Jr., Jonel Feliciano R.	
21	Francla, Evelyn I.	
22	Fuchs, Joseph Ulysses P.	
23	Gonzales, Manuel S.	
24	Gozum, Billy G.	
25	Ilaneta, Jr., Teodilo N.	
26	Idoma, Analene A.	
27	Ignacio, Gilbert D.	
28	Lagonzon, Paulino I.	
29	Lanason, Christopher R.	
30	Lucella, Lina DI.	
31	Margate, Kim Serghus R.	
32	Marzan, Maribeth O.	
33	Monponbanua, Antonio B.	
34	Montalver, Manny B.	
35	Monte, Rebecca O.	
36	Oliva, Rene D.	
37	Paz, Wilfredo D.	
38	Parica, Amalia D.	
39	Roca, Jose S.	
40	Romason, Lawrence S.	
41	Ronda, Anetho N.	
42	Saladora, Albert A.	
43	Taduran, Jerry T.	
44	Torallo, Juliet Annabelle R.	
45	Valle, Mario D.	

OK done
SAB

015.15 4

Memorandum Circular No. MC-16

Guidelines on the Ranking of Local Water Districts (LWDs) Delivery Units relative to the Grant of the PAB for FY 2013 per Executive Order No. 89

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Best Delivery Units

Ranking	Individual Performance Category	Rates per 7.2 of MC No. 2014-02
Top 20%	Best Performer	35,000
Next 35%	Better Performer	20,000
Next 45%	Good Performer	10,000

Better Delivery Units

Ranking	Individual Performance Category	Rates per 7.2 of MC No. 2014-02
Top 15%	Best Performer	25,000
Next 30%	Better Performer	13,500
Next 55%	Good Performer	7,000

Good Delivery Units

Ranking	Individual Performance Category	Rates per 7.2 of MC No. 2014-02
Top 10%	Best Performer	15,000
Next 25%	Better Performer	10,000
Next 65%	Good Performer	5,000

The resulting ranking of delivery units and the personnel therein shall be indicated in Form 1.0 as specified in Memorandum Circular No. 2015-01.

For your compliance.


ANDRES F. IBARRA
Administrator



LOCAL WATER UTILITIES ADMINISTRATION

P.O. BOX 34, S.P. Post Office, Kalipunan Avenue, Bldg. Guzman City
Tel No.: 922-5681 to 95: 922-56-01 Fax No.: 9222 922-34-34
Administrator's Direct Line: 922 922-61-02
LWUA Website: www.lwua.gov.ph

October 29, 2015

MEMORANDUM CIRCULAR NO. 015 .15

TO : ALL WATER DISTRICTS

SUBJECT : Guidelines on the Ranking of Local Water Districts (LWDs)
Delivery Units relative to the Grant of the Performance-Based
Bonus (PBB) for Fiscal Year 2015 per Executive Order No. 80

Guidelines on the ranking of delivery units in the LWDs is hereby issued in order to ensure that the objective and measuring performance of LWDs is achieved and to foster the culture of accountable public service and cooperation, wherein activities are linked towards service delivery.

Ranking of Individuals and Delivery Units

Delivery units of eligible WDs for FY 2015 PBB shall be forced ranked to determine equivalent value of PBB. The LWDs shall use the Civil Service Commission (CSC) approved Strategic Performance Management System (SPMS) in Rating and Ranking of employees. The Eligibility of Individuals with at least satisfactory performance rating under 6.0 of the IATF Memorandum Circular No. 2015-1 shall apply.

The employees of LWDs shall be forced ranked within each delivery unit, subject to the estimated budget ceiling per agency for FY 2015 PBB using the Individual Performance Commitment and Review (IPCR).

The ranking of delivery units shall be based on the average rating of all the Individual Performance Commitment and Review (IPCR) within the delivery units using the Office Performance Commitment and Review (OPCR). Forced Ranking shall be according to categories in 7.3 of Memorandum Circular No. 2013-01.



IRIGA CITY WATER DISTRICT

BUYONGELLANAS RD. ST., SAN RODRIGUE, IRIGA CITY

Tel. Nos. (054) 299-6547/299-6548 (054) 299-5789

Summary of Individual Performance Rating For the Year 2015

ADMIN. DIVISION		1st semester numerical rating	1st semester adjectival rating	2nd semester numerical rating	2nd semester adjectival rating	2015 numerical rating	2015 adjectival rating	%
1	Margate, Kim Sengius B.	4.94	Outstanding	4.92	Outstanding	4.93	Outstanding	20
2	Ballester, Jose L.	4.91	Outstanding	4.92	Outstanding	4.92	Outstanding	20
3	Acomendias, Salvador D.	4.86	Outstanding	4.95	Outstanding	4.91	Outstanding	35
4	Torallo, Juliet R.	4.99	Outstanding	4.88	Outstanding	4.93	Outstanding	35
5	Luzena, Lina GR.	4.83	Outstanding	4.94	Outstanding	4.89	Outstanding	35
6	Cruzata, Marietta H.	4.87	Outstanding	4.89	Outstanding	4.88	Outstanding	40
7	Alfama, Audlene B.	4.88	Outstanding	4.85	Outstanding	4.86	Outstanding	45
8	Espino, Perpetua Jay M.	4.79	Outstanding	4.8	Outstanding	4.79	Outstanding	45
No. of Employees = 8								
Average Rating of Staff		4.88	Outstanding	4.88	Outstanding	4.88	Outstanding	100,000.00

COMMERCIAL DIVISION		1st semester numerical rating	1st semester adjectival rating	2nd semester numerical rating	2nd semester adjectival rating	2015 numerical rating	2015 adjectival rating	%
1	Bombayo, Lawrence S.	4.89	Outstanding	5	Outstanding	4.95	Outstanding	30
2	Ignacio, Gilbert B.	4.79	Outstanding	5	Outstanding	4.90	Outstanding	25
3	Cruzata, Antonio Edwin S.	4.78	Outstanding	5	Outstanding	4.89	Outstanding	25
4	Andalyn, Antonio V.	4.75	Outstanding	5	Outstanding	4.88	Outstanding	40
5	Regacina, Jr., Julian P.	4.75	Outstanding	5	Outstanding	4.85	Outstanding	40

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		1st semester: numerical rating	1st semester: adjectival rating	2nd semester: numerical rating	2nd semester: adjectival rating	2018 numerical rating	2018 adjectival rating	%
COMMERCIAL DIVISION								
6	Morán, Maribeth D.	4.75	Outstanding	4.9	Outstanding	4.83	Outstanding	65 1,800.00
7	Fuente, Evelyn L.	4.75	Outstanding	4.79	Outstanding	4.75	Outstanding	65 1,800.00
8	Monte, Rebecca D.	4.67	Outstanding	4.75	Outstanding	4.71	Outstanding	65 1,800.00
9	Reco, Jose S.	4.67	Outstanding	4.67	Outstanding	4.67	Outstanding	65 1,800.00
No. of Employees = 4								
Average Rating of Staff		4.75	Outstanding	4.90	Outstanding	4.83	Outstanding	65,000.00

Summary

Division	Rate	Adjectival	Amount
General Manager	5	Outstanding	35,000.00
Administrative Division	4.88	Outstanding	180,000.00
Technical Division	4.84	Outstanding	505,000.00
Commercial Division	4.83	Outstanding	65,000.00
TOTAL			565,000.00

Prepared by:


ARLENE A. IDIOMA
 HRMO

Checked by:


MARIETTA A. CRUZATA
 PMT Chairperson

Noted by:


ROMULO M. CORPORAL, JR.
 General Manager



IRIGA CITY WATER DISTRICT

BERING LLAGAS RD., ST., SAN RODRUE, IRIGA CITY

Tel. Nos. (054) (299-4084)*Telex (054) 299-4799

Summary of Individual Performance Rating For the Year 2015

TECHNICAL DIVISION	1st semester numerical rating	1st semester adjectival rating	2nd semester numerical rating	2nd semester adjectival rating	2015 numerical rating	2015 adjectival rating	%	
1. Ronda, Anacleto R.	5.00	Outstanding	5.00	Outstanding	5.00	Outstanding	15	25,000.00
2. Ferris Jr., Jose Feliciano R.	4.98	Outstanding	4.98	Outstanding	4.98	Outstanding	15	25,000.00
3. Paz, Wilfredo	4.95	Outstanding	4.95	Outstanding	4.91	Outstanding	15	25,000.00
4. Furo, Joseph Uysoo P.	4.90	Outstanding	4.90	Outstanding	4.90	Outstanding	15	25,000.00
5. Sozum, Elly	4.88	Outstanding	4.90	Outstanding	4.89	Outstanding	30	15,500.00
6. Montañez, Wilmy	4.88	Outstanding	4.90	Outstanding	4.89	Outstanding	30	15,500.00
7. Vargas, Francisco Hilario	4.80	Outstanding	4.85	Outstanding	4.88	Outstanding	30	15,500.00
8. Barmes Jr., Teofilo	4.88	Outstanding	4.88	Outstanding	4.87	Outstanding	30	15,500.00
9. Rodney Belmonte	4.88	Outstanding	4.88	Outstanding	4.87	Outstanding	30	15,500.00
10. Avila, Ramon	4.88	Outstanding	4.85	Outstanding	4.87	Outstanding	30	15,500.00
11. Bolina, Jose	4.86	Outstanding	4.86	Outstanding	4.85	Outstanding	30	15,500.00
12. Oliva, Rene	4.88	Outstanding	4.80	Outstanding	4.86	Outstanding	30	15,500.00
13. Lagman, Pedro	4.80	Outstanding	4.80	Outstanding	4.80	Outstanding	55	7,000.00
14. Parica, Angela G.	4.84	Outstanding	4.84	Outstanding	4.84	Outstanding	55	7,000.00
15. Yala, Mario	4.80	Outstanding	4.80	Outstanding	4.80	Outstanding	55	7,000.00
16. Monzonbarua, Antonio	4.80	Outstanding	4.88	Outstanding	4.80	Outstanding	55	7,000.00
17. Alala, Benito	4.80	Outstanding	4.78	Outstanding	4.80	Outstanding	55	7,000.00
18. Concepcion, Domy	4.80	Outstanding	4.75	Outstanding	4.80	Outstanding	55	7,000.00
19. Cerillo, Juan	4.8	Outstanding	4.85	Outstanding	4.80	Outstanding	55	7,000.00
20. Cruzado, Eusebio	4.80	Outstanding	4.7	Outstanding	4.80	Outstanding	55	7,000.00

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TECHNICAL DIVISION		1st semester numerical rating	1st semester adjectival rating	2nd semester numerical rating	2nd semester adjectival rating	2015 numerical rating	2015 adjectival rating	%
21	Vargas, Henry	4.75	Outstanding	4.5	Outstanding	4.60	Outstanding	95 7,000.00
22	Jerry Tabares	4.75	Outstanding	4.80	Outstanding	4.75	Outstanding	95 7,000.00
23	Christopher Lencero	4.75	Outstanding	4.80	Outstanding	4.75	Outstanding	95 7,000.00
24	Albert Salvador	4.75	Outstanding	4.80	Outstanding	4.75	Outstanding	95 7,000.00
25	Clara Camila	4.88	Outstanding	4.5	Outstanding	4.74	Outstanding	95 7,000.00
26	Gonzales, Manuel S.	4.34	Very Satisfactory	4.85	Outstanding	4.60	Outstanding	95 7,000.00
No. of Employees = 26								
Average Rating of Staff		4.64	Outstanding	4.64	Outstanding	4.64	Outstanding	906,000.00

Prepared by:


ANA LINDA A. DOMAS
HRMO

Checked by:


MARIBETH A. CRUZADA
PMT Coordinator

Approved by:


EDUARDO M. CORPORAL, JR.
General Manager

Form 1.0
REPORT ON RANKING OF OFFICE/DELIVERY UNITS

Department/Agency TRINIDAD CITY WATER DISTRICT

1.0 Summary of Information Required

1.1 Total No. of Bureau/Offices/Attached Agencies/Delivery Units 4

1.2 Total No. of Bureaus/Attached Agencies/Delivery Units that achieved at least 90% of performance targets

1.3 Total No. of Filled Positions as of November 30, 2015 43

1.4 Total No. of Officials and Employees Entitled to PGB 43

1.5 Has achieved at least 90% of each one of the FY 2015 targets of Secretary/Head of Agency other than those in the Congress-approved PGB as reflected in the OP Planning Tool Form 1 and under the Ease of Doing Business Targets? (please check whichever applies)

YES /, the following ranking distribution applies

Ranking	Performance Category
Top 10%	Best Bureau/Office/Delivery Unit
Next 30%	Better Bureau/Office/Delivery Unit
Next 50%	Good Bureau/Office/Delivery Unit

NO , the following ranking distribution applies

Ranking	Performance Category
Top 10%	Best Bureau/Office/Delivery Unit
Next 30%	Better Bureau/Office/Delivery Unit
Next 50%	Good Bureau/Office/Delivery Unit

1.6 Total Amount Required for Payment of PGB P 366,000.00

REPORT ON RANKING OF OFFICES/DELIVERY UNITS

Department/Agency: **IRIGA CITY WATER DISTRICT**

(Please indicate applicable percentage distribution of Bureau/Offices as provided in Section 7.2 or Section 7.3)

Ranking	Names of Bureau/Office/ Attached Agencies/ Delivery Units	Rate of Accomplishment of Target (in%)	Ranking of Employees				
			Ranking	Name of Employees	Salary Grade	Months in Service in 2015	Amount of PMS
2.1 Best	General Manager Admin. Division	5.00		Romulo M. Corporal, Jr.	26-1	12 mos.	35,000.00
		4.93	Best Performer (20%)	Margate, Kim Serghus R.	22-1	12 mos.	35,000.00
		4.92		Ballester, Jose L.	8-2	12 mos.	35,000.00
		4.91	Better Performer (30%)	Alcomendia, Salvador D.	16-2	12 mos.	20,000.00
		4.91		Turillo, Juliet Anabelle H.	16-1	12 mos.	20,000.00
		4.89		Luzoña, Lina DA.	8-4	12 mos.	20,000.00
		4.88	Good Performer (40%)	Cruceta, Marietta H.	22-8	12 mos.	30,000.00
		4.85		Idiona, Analina A.	16-1	12 mos.	30,000.00
		4.79		Expiana, Prospero Jay N.	2-4	12 mos.	30,000.00
		5.00	Best Performer (25%)	Ronda, Anacota H.	25-6	12 mos.	25,000.00
2.2 Better	Technical Division	4.92		Peris, Israel Feliciano R., Jr.	16-1	12 mos.	25,000.00
		4.91		Paz, Wilfredo B.	8-1	12 mos.	25,000.00
		4.90		Pardo, Joseph Ulpiano P.	16-1	12 mos.	25,000.00
		4.89	Better Performer (30%)	Guzum, Billy G.	8-4	12 mos.	15,500.00
		4.86		Montafar, Marissa B.	4-5	12 mos.	15,500.00
		4.86		Tungas, Francisco Hilario N.	8-4	12 mos.	15,500.00
		4.87		Isarreta, Teofilo H. Jr.	4-3	12 mos.	15,500.00
		4.87		Belmonte, Terey L.	4-2	12 mos.	15,500.00

		4.87		Avila, Ramon A.	8-4	12 mos.	13,500.00
		4.86		Belina, Jose C.	8-1	12 mos.	13,500.00
		4.86		Oliva, Rene D.	4-2	12 mos.	13,500.00
		4.85	Good Performer (20%)	Lagunas, Paulino L.	10-7	12 mos.	7,000.00
		4.84		Rodas, Amalia G.	12-6	12 mos.	7,000.00
		4.83		Vale, Mario B.	8-5	12 mos.	7,000.00
		4.83		Moncambano, Antonio B.	6-2	12 mos.	7,000.00
		4.83		Alariz, Benito M.	6-2	12 mos.	7,000.00
		4.83		Concepcion, Dany P.	6-1	12 mos.	7,000.00
		4.83		Carrillo, Juan C., Jr.	6-4	12 mos.	7,000.00
		4.80		Encalada, Dante B.	8-6	12 mos.	7,000.00
		4.80		Vargas, Henry R.	4-4	12 mos.	7,000.00
		4.79		Taduan, Jerry T.	4-3	12 mos.	7,000.00
		4.78		Larsson, Christopher DA.	8-2	12 mos.	7,000.00
		4.78		Salvadora, Albert A.	6-5	12 mos.	7,000.00
		4.74		Casella, Claro B.	6-2	12 mos.	7,000.00
		4.68		Gonzales, Manuel S.	6-3	12 mos.	7,000.00
2.1-Good	Commercial Division	4.95	Best Performer (10%)	Romero, Leonardo L.	9-6	12 mos.	21,000.00
		4.90	Best Performer (20%)	Ignacio, Gilbert B.	10-3	12 mos.	20,000.00
		4.89		Cruzata, Antonio Edwin S.	10-8	12 mos.	20,000.00
		4.88	Good Performer (20%)	Arcebal, Antonio V.	10-8	12 mos.	5,000.00
		4.88		Ragocina, Julian P., Jr.	2-2	12 mos.	5,000.00
		4.83		Martan, Maribeth G.	23-8	12 mos.	5,000.00
		4.79		Francis, Evelyn L.	8-8	12 mos.	5,000.00
		4.71		Monte, Rebecca D.	8-1	12 mos.	5,000.00
		4.67		Rocio, Jose S.	6-8	12 mos.	5,000.00
						Grand Total:	\$ 566,000.00


 ROMULO M. CORPORAL, JR.
 Clinical Manager