



Dingras Water District

DINGRAS ILOCOS NORTE

TEL. NO: 077-600-0442

GUIDELINES/MECHANICS IN RANKING OFFICES/DELIVERY UNITS FOR THE GRANT OF PERFORMANCE BASED BONUS (PBB) FY 2019

The Dingras Water District shall use its CSC approved SPMS in determining and evaluating the ranking of Delivery units and individuals.

Only Personnel belonging to an eligible delivery units shall be given PBB as set forth in the guidelines, Section 8.0, Ranking of Delivery Units, Inter-Agency Task Force (IATF) MC 2019-1 dated September 3, 2019 and other issuances.

For purposes of computing the PBB as provided for in Section 9 of the Guidelines on the Granting of PBB where there are limitations for best delivery unit, better delivery unit and good delivery unit, the percentage allocation and equivalent amount for each category shall be observed and used in the computation:

Performance Category	PBB as of % Monthly Basic Salary
Best Delivery Unit (10%)	65%
Better Delivery Unit (25%)	57.5%
Good Delivery Unit (65%)	50%

For purposes of computing the PBB of eligible employees who rendered less than 9 months but with a minimum of 3 months of service and with at least satisfactory rating shall also be eligible to grant PBB on a pro-rata basis corresponding to the actual length of service rendered Section 6.8 as follows:

Length of Service	% of PBB Rate
8 months but less than 9 months	90%
7 months but less than 8 months	80%
6 months but less than 7 months	70%
5 months but less than 6 months	60%
4 months but less than 5 months	50%
3 months but less than 4 months	40%

PREPARED BY:

alragutero
ANNIE LYN A. RAGUTERO
HRMO-Designate

APPROVED BY:

V. Ay-Ay
VENANCIO V. AY-AY
General Manager