



System of Ranking Delivery Units and Individuals
For the Grant of FY 2016 Performance-Based Bonus

The General Santos City Water District (GSCWD) shall adopt the following guidelines/mechanisms in ranking delivery units and individuals with reference to DBM MC 2016-1, dated 12 May 2016 and IATF MC 2016-2 dated October 12, 2016.

- The use of Strategic Performance Management System (SPMS), which was approved by CSC Region 12 Office in September 11, 2013 shall be the basis in individual ranking of officers and employees.
- Employees belonging to the First and Second Levels should receive a rating of at least "Satisfactory" based on the agency's CSC-approved SPMS.
- The GSCWD and its delivery units / departments that meet the criteria and conditions set in the above circular are eligible to the PBB for FY 2016.
- Delivery units / departments eligible to PBB shall be forced rank according to the following categories:

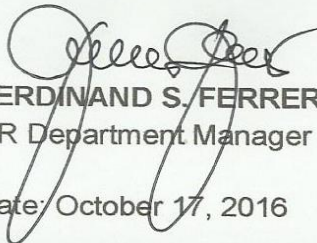
Ranking	Performance Category
Top 10%	Best Delivery Unit / Department
Next 25%	Better Delivery Unit / Department
Next 65%	Good Delivery Unit / Department

- To facilitate the ranking process, departments of GSCWD are grouped into Operations Group and Support Group based on the similarities of functions and responsibilities.
- The General Manager shall depend on the performance and eligibility of GSCWD.
- There shall no longer be a ranking of individuals within a delivery unit.
- Only the personnel belonging to eligible delivery units / departments are qualified for the PBB.
- The PBB rates of individual employees shall depend on the performance ranking of the delivery unit where they belong, based on the individual's basic monthly salary as of December 31, 2016, as follows, but not lower than Php 5,000.00.

Performance Category	PBB as of % Monthly Basic Salary
Best Delivery Unit	65%
Better Delivery Unit	57.50%
Good Delivery Unit	50%

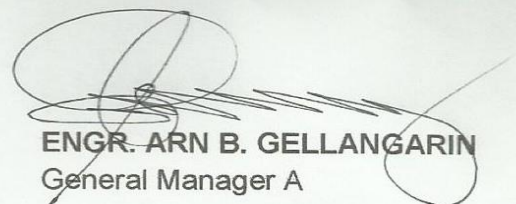
- Officials and employees who failed to submit their complete SPMS Forms shall not be entitled to the FY 2016 PBB.
- The Management shall discuss and agree with the Board of Directors and the rank and file the ranking of delivery units/departments and individuals.
- The GSCWD shall ensure that the scheme is fair and transparent.
- Calibration of the application of performance standards to the value of performance ratings shall be done consistently within the office or department.

In view thereof, existing GSCWD System of Ranking Delivery Units and Individuals is deemed superseded.



FERDINAND S. FERRER, MPA
HR Department Manager

Date: October 17, 2016



ENGR. ARN B. GELLANGARIN
General Manager A

Date: October 17, 2016