



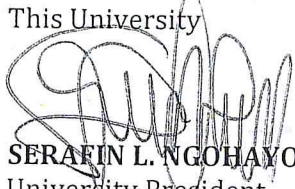
Republic of the Philippines
IFUGAO STATE UNIVERSITY
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MEMORANDUM No. 66 - 2012

TO : All Vice Presidents, Director of Finance, Chief Administrative Officer, Website Coordinator and Heads of Bureaus/Units/Colleges/Departments
This University

FROM :  SERAFIN L. NGOHAYON, Ph.D.
University President

SUBJECT : Evaluation of Accomplishments vis-à-vis 2012 Performance Targets and Compliance to Requirements under Good Governance indicators

DATE : December 10, 2012

Please be notified that due to numerous documents still to be submitted, we failed to meet the December 7, 2012 deadline set for the first batch of institutions to be evaluated for the grant of Performance Based Bonus (PBB). A second deadline, which is December 31, 2012, is set out for possible consideration and evaluation only in January 2013.

In view of our desire to catch up and qualify for the 2012 Performance Based Bonus (PBB), as and by virtue of your authority as members of the Advisory Committee and Heads of concerned offices which are tasked to evaluate unit performances in compliance with the requirements under the "Good Governance" indicators, you are instructed to immediately undertake such function on units under your respective areas of jurisdiction and submit your recommendations and certification as the case maybe.

1. Vice Presidents

The **90% accomplishment of 2012 targets** will be based on the submitted and accepted performance targets and their corresponding indicators. If we qualified based on your evaluation of our accomplishment, you can issue an appropriate certification and attach the accomplishment data following forms A & A-1 on a **one is to one** correspondence. Include a column in the form and label it as "**2012 Actual Accomplishment**".

2. Director of Finance

The **100% liquidation of cash advances** should be based on the November 2012 report or reckoned from October 31, 2012. Cash advances from prior years which are the subjects of administrative actions may not be included.

3. Chief Administrative Officer & Website Coordinator

A certification of compliance on the PhilGEPS, Transparency Zeal, and Citizens Charter should be secured from appropriate agency/office to serve as basis for the University President in the issuance certification to higher offices.

4. Vice Presidents

Reports of evaluation of personnel in a bureau should include the ranking of personnel in accordance to percentages prescribed Executive Order NO. 80 otherwise known as, Performance-Based Incentive System for Government Employees.

5. Heads of Bureaus/Units/Colleges/Departments

Those other bureaus that have no direct performance contributions to the submitted targets shall be ranked based on the performances of the personnel under it.

For your information and compliance.