



Republic of the Philippines
IFUGAO STATE UNIVERSITY
Nayon, Lamut, Ifugao

MEMORANDUM NO. 64 - 2015

To : **ALL ADCO MEMBERS**
This University

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

SUBJECT : **Dissemination of the Guidelines on Ranking Delivery Units and Individuals for the Grant of PBB 2015**

Date : **October 21, 2015**

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1. In our quest to achieve excellence, improve transparency, and maintain our compliance to Good Governance Conditions set by the Inter-Agency Task Force (IATF) on the Harmonization of National Government Performance Monitoring, Information and Reporting Systems, this memorandum aims to keep all officials and employees of the University informed of the guidelines on the grant of the Performance-Based Bonus for Fiscal Year 2015 particularly the Ranking of Delivery Units and Individuals.
 2. Generally, the University's Strategic Performance Management System (SPMS) Manual provides for the guidelines and policies concerning performance management.
 3. Also, the hereto attached IATF Memorandum Circular No. 2015-1, dated August 12, 2015 provides specific guidelines concerning the grant of PBB for FY 2015. It clearly emphasizes among others, the Eligibility Criteria of Agencies, FY 2015 Performance Targets, Good Governance Conditions, Eligibility of Individuals, Ranking of Delivery Units and Individuals, and Submission of Reports.
 4. You are hereby directed to disseminate to all employees in your jurisdiction the guidelines on the grant of PBB 2015 most especially the ranking of delivery units and employees as has been explained during management meetings. The guidelines on ranking of delivery units and employees are clearly stated in Section 7 of IATF-MC 2015-1 (Please see attached.) Post also in conspicuous places in all the campuses copy of the guidelines.
 5. The Department of Planning and Information Management is also hereby directed to post the CSC-approved SPMS containing the guidelines on ranking of delivery units and individuals in the website in accordance to IATF MC 2015-1.
 6. For your information and widest dissemination to all employees.