



CENTRAL LUZON STATE UNIVERSITY

Science City of Muñoz, Nueva Ecija Philippines 3120
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E-Mail Address: clsu@clsu.edu.ph; op@clsu.edu.ph
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125 Narra St., Midtown Executive Homes
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GUIDELINES IN THE FORCED RANKING OF DELIVERY UNITS FOR THE GRANT OF THE 2015 PERFORMANCE-BASED BONUS (PBB)

1. The DU must have achieved at least 90% of each of the Congress-approved performance targets for the delivery of Major Final Outputs (MFOs) under the Performance Informed Budget (PIB)/GAA of 2015 and the targets for Support to Operations (STO) and General Administration and Support Services (GASS) specified in Form A.
2. The DU must have achieved at least 90% of each of their priority program/project targets under the five Key Result Areas of Executive Order (EO) No. 43 as specified in Form B.
3. The DU must have satisfied 100% of the good governance conditions:
 - a. All employees under a DU with cash advance/s must have been settled fully within the prescribed period; and
 - b. All employees under a DU must have complied with the submission of SALN per RA 6713.
4. DUs with more than 100% accomplishment or with less than 90% accomplishment in any one of its targets must submit their corresponding justification for exceeding or not meeting their target/s together with supporting documents.
5. DUs that did not achieve at least 90% of their targets in any one of the performance indicators shall no longer be included in the forced ranking and shall not be eligible to receive PBB for FY 2015.
6. DUs shall be grouped and ranked according to the existing major programs of CLSU. Thus, a good, better, and best unit/s shall be identified under the following:
 - a. Academic and Academic Related Support Delivery Units
 - b. Research, Extension, Consultancy, Training and Related Support Delivery Units
 - c. Support to Operations and General Administration & Support Services Delivery Units
7. The University Graduate Program Office (UGPO) and the Open University (OU) shall no longer be ranked together with the other DUs under MFO 1 due to verticalization. Faculty members under the said units shall be ranked in their respective mother units. However, staff members of said units shall be grouped with other DUs performing similar functions.
8. Only personnel who are drawing their salaries from CLSU such as in the case of PCC@CLSU shall be included in the forced ranking.



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9. DUs shall be ranked according to the following:


Criteria	Weight
SPMS Rating	25%
Number of Performance Indicators (PIs) Achieved	35%
Accomplishment of Performance Indicators (PIs)	35%
Performance Management Group (PMG) Evaluation	5%

The PMG shall be headed by the University President with the Vice Presidents of the four (4) programs as members. The PBB Focal Persons and the Planning Officer shall serve as Secretariat.

10. The Good, Better, and Best DUs shall be determined according to the hereunder percentages:

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

Prepared by:


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APPROVED:


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