



REPUBLIKA NG PILIPINAS
TANGGAPAN NG PANGULO
LUPON SA MGA LARO AT LIBANGAN
(Games and Amusements Board)

Legaspi Towers 200
Paseo de Roxas,
Makati City

MEMORANDUM

TO : ALL GAB OFFICIALS AND EMPLOYEES

FROM: ABRAHAM KAHLIL B. MITRA
Chairman

DATE: 04 OCTOBER 2016

SUBJECT: GUIDELINES/MECHANICS IN RANKING OFFICES/DELIVERY UNITS FOR THE GRANT OF PERFORMANCE-BASED BONUS (PBB) FY 2016.

Pursuant to the implementation of the performance-based incentive system in the government through Executive Order No. 80 dated July 20, 2012, and in compliance with the requirements set by the Inter-Agency Task Force on the Harmonization of National Government Performance Monitoring, Information and Reporting Systems under Memorandum Circular No. 2016-01 dated May 12, 2016, the following criteria is hereby adopted to serve as basis for the rating and ranking of offices/delivery units for purposes of the Performance-Based Bonus (PBB) for Fiscal Year 2016, as follows:

1. The Games and Amusements Board (GAB) has adopted the CSC-approved Strategic Performance Management System (SPMS) in the rating and ranking of offices/delivery units.
 - a. With the current structure, the GAB has grouped its delivery units to five (5), such as: 1) Office of the Chairman; 2) Administrative and Finance Division and Legal Division; 3) Boxing and Other Contact Sports Division; 4) Professional Basketball and other Pro-Games Division; and 5) Horseracing Betting Supervision Division.
 - b. Ranking of offices/delivery units is based on the assessment/evaluation conducted by the GAB Performance Management Team (PMT), using the SPMS Office Performance Commitment Review (OPCR), basing upon the success indicators or targets each delivery unit has committed to deliver. Offices/Delivery units are ranked from highest to lowest based on criteria of quantity, quality, efficiency and timeliness in the delivery of targets, with corresponding points. Results of performance rating and ranking will be submitted by the PMT to the Board for approval.
 - c. GAB offices/delivery units shall be force ranked according to the following categories:

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

2. The PBB rates of individual employees shall depend on the performance ranking of the office/delivery unit, where they belong, based on the individual's monthly basic salary as of December 31, 2016, as follows, but not lower than P5,000:

Performance Category	PBB as % of Monthly Basic Salary
Best Office/Delivery Unit	65%
Better Office/Delivery Unit	57.5%
Good Office/Delivery Unit	50%

3. Employees should receive a rating of at least "Satisfactory" based on the GAB's CSC-approved Strategic Performance Management System (SPMS).
4. An official or employee who has rendered a minimum of nine (9) months of service in FY 2016 and with at least Satisfactory rating shall be eligible to the full grant of the PBB.
5. An employee who rendered less than nine (9) months but a minimum of three (3) months of service and with at least Satisfactory rating shall be eligible to the grant of PBB on a pro-rata basis corresponding to the actual length of service rendered, 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%

The following are the valid reasons for an employee who may not meet the 9-month actual service requirement to be considered for PBB on a pro-rata basis:

- a. Being a newly-hired employee;
 - b. Retirement;
 - c. Resignation;
 - d. Rehabilitation Leave
 - e. Maternity Leave and/or Paternity Leave;
 - f. Vacation or Sick Leave with or without pay;
 - g. Scholarship/Study Leave;
 - h. Sabbatical Leave
6. The following are Not Entitled to PBB:
- a. Employee on vacation or sick leave, with or without pay for the entire year.
 - b. Personnel found guilty of administrative and/or criminal cases in FY 2016. If the penalty is only a reprimand, such penalty shall not cause disqualification to the PBB.
 - c. Officials and employees who failed to submit their 2015 Statement of Assets, Liabilities and Networth (SALN).
 - d. Officials and employees who failed to liquidate within the reglementary period the Cash Advances received in FY 2016.
 - e. Officials and employees who failed to submit their complete SPMS forms.

For your information.


ABRAHAM KAHLIL B. MITRA
 Chairman

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