

Form 1.0  
REPORT ON RANKING OF OFFICES/DELIVERY UNITS

Department/Agency **BATAC WATER DISTRICT**

<b>1.0 Summary of Information Required</b>																	
1.1 Total No. of Bureau/Offices/Attached Agencies/Delivery Units _____	<u>1</u>																
1.2 Total No. of Bureaus/Attached Agencies/Delivery Units that achieved at least 90% of performance targets _____	<u>1</u>																
1.3 Total No. of Filled Positions as of November 30, 2015 _____	<u>7</u>																
1.4 Total No. of Officials and Employees Entitled to PBB _____	<u>8</u>																
<p>1.5 Has achieved at least 90% of each one of the FY 2015 targets of Secretary/Head of Agency other than those in the Congress-approved PIB as reflected in the OP Planning Tool Form 1 and under the Ease of Doing Business Targets? (please check whichever applies)</p> <p>YES _____, the following ranking distribution applies</p> <table border="1" style="margin-left: auto; margin-right: auto; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Ranking</th> <th style="text-align: center;">Performance Category</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Top 15%</td> <td style="text-align: center;">Best Bureau/Office/Delivery Unit</td> </tr> <tr> <td style="text-align: center;">Next 30%</td> <td style="text-align: center;">Better Bureau/Office/Delivery Unit</td> </tr> <tr> <td style="text-align: center;">Next 55%</td> <td style="text-align: center;">Good Bureau/Office/Delivery Unit</td> </tr> </tbody> </table> <p>NO _____, the following ranking distribution applies</p> <table border="1" style="margin-left: auto; margin-right: auto; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Ranking</th> <th style="text-align: center;">Performance Category</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Top 10%</td> <td style="text-align: center;">Best Bureau/Office/Delivery Unit</td> </tr> <tr> <td style="text-align: center;">Next 25%</td> <td style="text-align: center;">Better Bureau/Office/Delivery Unit</td> </tr> <tr> <td style="text-align: center;">Next 65%</td> <td style="text-align: center;">Good Bureau/Office/Delivery Unit</td> </tr> </tbody> </table>		Ranking	Performance Category	Top 15%	Best Bureau/Office/Delivery Unit	Next 30%	Better Bureau/Office/Delivery Unit	Next 55%	Good Bureau/Office/Delivery Unit	Ranking	Performance Category	Top 10%	Best Bureau/Office/Delivery Unit	Next 25%	Better Bureau/Office/Delivery Unit	Next 65%	Good Bureau/Office/Delivery Unit
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1.6 Total Amount Required for Payment of PBB P _____	<u>160,000.00</u>																

## REPORT ON RANKING OF OFFICES/DELIVERY UNITS

**Department/Agency**    **BATAC WATER DISTRICT**

*(Please indicate applicable percentage distribution of bureaus/offices as provided in Section 7.2 or Section 7.3)*

Ranking	Names of Bureaus/ Offices/Attached Agencies/ Delivery Units	Rate of Accomplishment of Targets (in %)	Ranking of Employees					
			Ranking	Names of Employee	Salary Gade	Months in service in 2015	Amount of PBB	
2.1 Best (__%)	Delivery Unit 1		Best Performer (20%)	MARIA DOHNA D. SAGUN EDILBERTO M. CAMANGEG, JR.	24 6	12 12	35,000.00 35,000.00	
			Better Performer (35%)	DINO S. SAGUN OTIS VISAN P. CORPUZ MAIZEL MAIA V. CASTRO	4 1 6	12 12 12	20,000.00 20,000.00 20,000.00	
			Good Performer (45%)	IMELDA G. TUTAAN JOEL A. CASTRO VON PATRICK S. GABRIEL	12 6 1	12 12 7	10,000.00 10,000.00 10,000.00	
			Poor Performer					
	Delivery Unit 2		Best Performer (20%)					
			Better Performer (35%)					
			Good Performer (45%)					
			Poor Performer					
<b>TOTAL BEST</b>							P 160,000.00	
2.2 Better (__%)	Delivery Unit 1		Best Performer (15%)					
			Better Performer (30%)					
			Good Performer (55%)					
			Poor Performer					

Ranking	Names of Bureaus/ Offices/Attached Agencies/ Delivery Units	Rate of Accomplishment of Targets (in %)	Ranking of Employees				
			Ranking	Names of Employee	Salary Gade	Months in service in 2015	Amount of PBB
	Delivery Unit 2		Best Performer (15%)				
			Better Performer (30%)				
			Good Performer (55%)				
			Poor Performer				
			<b>TOTAL BETTER</b>				
2.3 Good (__%)	Delivery Unit 1		Best Performer (10%)				
			Better Performer (25%)				
			Good Performer (65%)				
			Poor Performer				
	Delivery Unit 2		Best Performer (10%)				
			Better Performer (25%)				
			Good Performer (65%)				
			Poor Performer				
			<b>TOTAL GOOD</b>				
2.4 Did not meet 90% of Targets (No PBB)	Delivery Unit 1						
	Delivery Unit 2						
				<b>TOTAL POOR</b>			

2.5 Did not submit SALN	Delivery Unit 1						
	Delivery Unit 2						
	<b>TOTAL</b>						
2.6 Did not liquidate Cash Advance within reglementary period	Delivery Unit 1						
	Delivery Unit 2						
	<b>TOTAL</b>						

**GUIDELINES/MECHANICS IN RANKING OFFICES/DELIVERY UNITS AND INDIVIDUAL  
FOR THE GRANT OF PERFORMANCE-BASED BONUS (PBB) FY 2015**

*(Agency should provide the guidelines and process in determining and evaluating the performance ranking and rating of offices and employees within the department/agency.)*

*The Batac Water District utilized its Strategic Performance Management System (SPMS) duly approved by the Civil Service Commission in determining and evaluating the performance ranking and rating of each officer and employee within the agency. Attached is the Table of Major Final Outputs in rating the performance ranking of the employees in the agency.*

**MAIZEL MAIA V. CASTRO**  
Head of HR

**Date: January 14, 2016**

**MARIA DOHNA D. SAGUN**  
Department Agency Head

**Date: January 14, 2016**