



Republic of the Philippines

Philippine Information Agency

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PIA MEMORANDUM CIRCULAR No. 010

Series of 2015

TO : ALL PIA OFFICIALS AND EMPLOYEES

SUBJECT : 2014 PERFORMANCE-BASED BONUS (PBB)

DATE : 27 May 2015

I am pleased to announce that PIA ranked as one of the **GOOD Performing Bureaus** under the Presidential Communications Operations Office (PCOO) for Fiscal Year 2014 Performance-Based Bonus (PBB), per attached memorandum from PCOO Secretary Sonny Coloma.

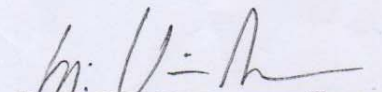
The PIA officials and employees shall receive the PBB incentives based on the Good performance ranking of the Agency:

Performance Category	Best Performer	Better Performer	Good Performer
GOOD Bureau (PIA) 100% = 394 qualified officials and employees	10% = 39 officials and employees	25% = 99 officials and employees	65% = 256 officials and employees
	15,000.00	10,000.00	5,000.00

The approved 2014 PIA PBB Guidelines (please see attached) shall be adopted in ranking the performance of all PIA officials and employees.

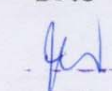
Again, I commend everyone for the dedicated performance of duties, and may we sustain our commitment to organizational excellence.

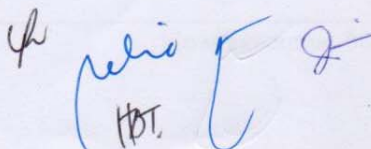
For information and guidance of all concerned.


JOSE MARI M. OQUIENA
Director-General

CERTIFIED COPY

01 JUN 2015


Records Section


HBT



Republic of the Philippines
PRESIDENTIAL COMMUNICATIONS OPERATIONS OFFICE
Malacañang, Manila

Presidential Communications
Operations Office
Malacañang, Manila

RELEASED

BY *[Signature]*
DATE 5-25-2015
RECORDS SECTION

MEMORANDUM TO : **ALL BUREAU DIRECTORS**
FROM : **The Secretary**
SUBJECT : Performance-Based Bonus for 2014
DATE : 25 May 2015

I am pleased to announce that the IATF has deemed PCOO compliant and has approved the grant of PBB to PCOO.

In consultation with the Undersecretaries for Finance and Administration, Operations and Media Relations, we determined the ranking of our Bureaus, considering their accomplishments per set targets and their contributions towards the attainment of the Department's strategic goals, fiscal prudence and synergy with the other Bureaus.

Thus, for FY 2014, PBB ranking is as follows:

Best : PCOO-Proper
Better: Bureau of Communication Services
Presidential Broadcast Staff (RTVM)
Good : Bureau of Broadcast Services
News and Information Bureau
National Printing Office
Philippine Information Agency

Once SARO and NCA are released, release of the PBB to employees, per your submitted employee ranking and the guidelines set forth in Memorandum Circular 2014-01, is hereby authorized.

Let me take this opportunity to thank you all for guiding your respective bureau employees towards greater productivity and dedicated performance of their duties.

[Signature]
SONNY COLOMA

2014 PIA PERFORMANCE-BASED BONUS GUIDELINES

Ranking of officials and employees shall be based on the following categories:

1. Staff Directors and Regional Directors
2. Rank and file employees

Employees who fall under each category shall be ranked as best, better or good in accordance with the percentages as prescribed under the PBB and agency ranking.

In case of tie between or among employees, the higher average overall point score of the supervisor rating for the 2014 Performance Evaluation Report (PER) shall be the determining factor.

Per Memo Circular No. 2014-3, an employee who has rendered a minimum of nine (9) months of service during the fiscal year and with at least Satisfactory rating shall be eligible to the grant of the PBB. An employee who has rendered a minimum of three (3) months but less than nine (9) months of service and with at least Satisfactory rating shall be eligible for the grant of PBB on pro-rated basis.

An employee may not be able to meet the minimum of nine (9) months of service due to the following reasons:

1. Being a newly hired employee
2. Retirement
3. Resignation
4. Rehabilitation Leave
5. Maternity Leave
6. Vacation or Sick Leave with or without pay
7. Scholarship/Study Leave
8. Sabbatical Leave

An employee who is on vacation or sick leave, with or without pay, for the entire year is not eligible for the grant of PBB.

The following table shall serve as basis for the pro-rated amount:

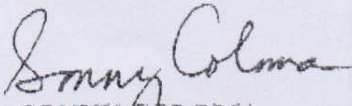
Length of Service	Percentage of PBB
8 months but less than 9 months	90%
7 months but less than 8 months	80%
6 months but less than 7 months	70%
5 months but less than 6 months	60%
4 months but less than 5 months	50%
3 months but less than 4 months	40%

Further, per Memorandum Circular No. 2014-02, personnel on detail or on secondment to another government agency for six (6) months or more as of 30 November 2014 shall be included in the ranking of employees in the recipient agency.

Personnel who are transferred from one government agency to another government agency and who have already rendered six (6) months of service or more as of 30 November 2014 in the recipient agency shall be included in the rating and ranking of employees in the recipient agency. However, should the personnel rendered more than six (6) months of service in the former agency, said personnel shall be included in the ranking of employees of the previous agency.

Personnel found guilty of administrative and/or criminal cases filed against them and meted penalty in FY 2014 shall not be entitled to the FY 2014 PBB. If the penalty meted is only a reprimand, such penalty shall not cause the disqualification to the PBB.

Approved:


SONNY COLOMA
Secretary