



Republic of the Philippines
DEPARTMENT OF LABOR AND EMPLOYMENT
Intramuros, Manila



MEMORANDUM

TO: ALL HEADS OF BUREAUS, SERVICES, ROs and POLOs

SUBJECT: SYSTEM OF RANKING OF DOLE DELIVERY UNITS FOR 2019 PBB

DATE: 25 SEPTEMBER 2019

Pursuant to DBM Memorandum Circular 2019-1 (Guidelines on the Grant of the Performance-Based Bonus for Fiscal Year 2019), the system of ranking for DOLE Delivery Units is hereby issued:

A. Rating of DOLE Delivery Units. The following will be the basis for the performance rating of DOLE Delivery Units.

Basis	Weight Allocation (%)
1. 2019 OPCR Accomplishments Rating	80
2. Cluster Head's Rating	10
3. Secretary's Rating	10
Overall Rating	100

For OPCR Rating, the weight allocation for the core and non-core deliverables is **80%** and **20%**, respectively.

- Core Deliverables** – Agency's Programs, Activities, and Projects (PAPs) or Organizational Outcomes (OOs) under the 2019 Program Expenditure Classification (PREXC).
- Non-Core Deliverables** – Agency's PAPs under the Support to Operations (STO) and General Administration and Support Services (GASS).
 - **Support to Operations:** Monitoring of Programs; Communication Program; Statistical Performance Reporting System (SPRS); Performance Accountability Report (PAR); Gender and Development (GAD); Implementation of Quality Management System (QMS) aligned with International Organization for Standardization (ISO); and Citizens' Charter/Anti-Red Tape Act (ARTA)/ 8888 Hotline.

- **General Administration and Support Services (GASS):** Integrity Development Program; Strategic Performance Management System; Financial Management; HRD Interventions; Compliance to COA Observations; Ease of Doing Business and Efficient Government Delivery Service; Freedom of Information; Data Privacy Act; PhilGEPs; Transparency Seal; and Annual Procurement Plan.

B. Ranking of DOLE Delivery Units

1. To facilitate the ranking, the ROs are grouped into three (3) Clusters based on identified external and internal criteria.

ROs Cluster	Category	Criteria	
		External*	Internal
Cluster 1	High	<ul style="list-style-type: none"> o Gross Regional Domestic Product o No. of Establishments 	<ul style="list-style-type: none"> o Total Personnel o Budget Allocation
Cluster 2	Average		
Cluster 3	Low	<ul style="list-style-type: none"> o Proportion of Vulnerable Employment o Proportion of wage and salary employment 	

*latest data available in the Current Labor Statistics (CLS), PSA

2. The DOLE Delivery Units will be ranked based on their overall rating. The Distribution of Slots for PBB Ranking of 70 DOLE Delivery Units is as follows:

Delivery Units	Best (10%)	Better (25%)	Good (65%)
SLOTS	7	18	44
56 Frontline RUs	5	14	36
ROs	3	4	9
Cluster 1	1	2	3
Cluster 2	1	1	3
Cluster 3	1	1	3
POLOs*	2	10	27
14 Support RUs	2	4	8
Services (including OSEC)	1	2	5
Bureaus	1	2	3

*POLO-Syria is not included in the computation since there is no DOLE personnel assigned in the post. The post is manned by a Welfare Officer of OWWA.

For your information and compliance.


SILVESTRE H. BELLOW
 Secretary