

**REPORT ON RANKING OF DELIVERY UNITS AND INDIVIDUALS**

**LWD NAME: MANGALDAN WATER DISTRICT**

- 1.0 Summary of Information Required: \_\_\_\_\_
- 1.1 Total No. of Delivery Units: 4
- 1.2 Total No. of Delivery Units that achieved at least 90% of Performance Targets: 4
- 1.3 Total No. of Filled Positions as of October 26, 2015: 35
- 1.4 Total No. of Officials and Employees Entitled to PBB: 35
- 1.5 Total Amount Required for Payment of PBB: \_\_\_\_\_

## REPORT ON RANKING OF INDIVIDUAL

**LWD NAME: MANGALDAN WATER DISTRICT**

*(Please indicate applicable distribution of delivery units and individuals as provided in Section 7.2)*

Ranking	Name of Delivery Units	Rate of Accomplishment of Targets (in %)	Ranking of Employees		
			Ranking	No. of Employees by Salary Grade	Amount of PBB
Best (10%)	Delivery Unit 1		Best Performer (20%)		
			Better Performer (35%)		
			Good Performer (45%)		
			Poor Performer		
			<b>TOTAL BEST</b>		
Better (25%)	Delivery Unit 1		Best Performer (15%)		
			Better Performer (30%)		
			Good Performer (55%)		
			Poor Performer		
			<b>TOTAL BETTER</b>		
	Delivery Unit 2		Best Performer (15%)		
			Better Performer (30%)		
			Good Performer (55%)		
			Poor Performer		
			<b>TOTAL BETTER</b>		

Note: The PBB shall be given to officials and employees of the Mangaldan Water District based on their contributions to the accomplishment of their targets and commitments as evidenced by the duly approved OPCR and IPCR for the year 2014 and onwards.  
Hence, criteria and process used in rating the performance and ranking of the officials/employees shall be pursuant to the MAWAD's SPMS duly approved by the Civil Service Commission.

Good (65%)	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>			
Did not meet 90% of targets (no PBB)	Delivery Unit 1				
	Delivery Unit 2				
		<b>TOTAL POOR</b>			
<b>TOTAL</b>					

Reminder: Please attach a description of the criteria and process used in rating the performance and ranking of the employees within a bureau/office/attached agency/  
delivery unit.

\_\_\_\_\_ Date Submitted

ENGR. MARCELO M. PETONIO  
General Manager 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 Strategic Performance Management System (SPMS) approved by the Civil Service Commission which included both the Office Performance Commitment and Review (OPCR) and the Individual Performance Commitment and Review (IPCR) were used as guidelines in ranking the Offices/Delivery Units and Individual Employees.

MARLYN C. DE GUZMAN  
Division Manager B - Administrative

ENGR. MARCELO M. PETONIO  
General Manager B