



Republic of the Philippines
PULUPANDAN WATER DISTRICT
 Cor. Sta Felomina-Yanson Sts, Brgy. Zone 4,
 Pulupandan, Negros Occidental
 Tel.# (034)454-0002 Email Add: pulupandanWD@yahoo.com.ph

*A Government-owned and Controlled Corporation
 Under supervision by the*



LOCAL WATER UTILITIES ADMINISTRATION

**GUIDELINES/MECHANICS IN RANKING OFFICES/DELIVERY UNITS AND INDIVIDUAL
 FOR THE GRANT OF PERFORMANCE-BASED BONUS (PBB) FOR THE FY 2018**


- As a Category D Water District with a straight-line organizational structure, the Pulupandan Water District employees shall be rated as individual and shall be forced ranked according to his/her performance rating from highest to lowest based on the approved Strategic Performance Management System (SPMS) of the agency.
- If the Pulupandan Water District meets the criteria and conditions for the grant of PBB for the year 2018, eligible employees shall be forced ranked according to the following categories:

Ranking	Individual Performance Category
Top 10%	Best Performer
Next 25%	Better Performer
Next 65%	Good Performer

- The PBB rates shall depend on the individual's performance ranking and his/her monthly basic salary as of December 31, 2018 or Php 5,000.00 if the PBB of the monthly basic salary is lower than Php 5,000.00, if the PBB % of the monthly basic salary a lower than Php 5,000.00.

Performance Category	PBB as % of Monthly Basic Salary
Best	65%
Better	57.5%
Good	50%

- The head of the agency shall make the final decision on the re-evaluation of employee's performance in case of a tie or any other related issues.


LIANIE B. PACLIBAR
 HR-Designate
 Date: September 24, 2018


AMADOR G. GEROY
 General Manager D
 Date: September 24, 2018