



MTRCB

Office of the President of the Philippines

MOVIE & TELEVISION REVIEW & CLASSIFICATION BOARD

**2017 PERFORMANCE-BASED BONUS
SYSTEM OF RANKING DELIVERY UNITS**

The following steps and criteria were observed by the Performance Management Team (PMT) in the conduct of the performance ranking system :

1. Each Delivery Unit will submit their accomplished Office Performance Commitment Review Form (OPCR) indicating the performance targets and accomplishments of the Performance Indicators of the agency’s Major Final Output (MFO) as reflected in the General Appropriations Act (GAA)
2. The Head of the Agency/Performance Management Team (PMT) rates the four (4) Delivery Units as to which will qualify for the following in accordance with the ranking distribution guidelines of the Inter-Agency Task Force (IATF) for Fiscal Year 2017.

Performance Category	
BEST DELIVERY UNIT	10% of the Five (5) Delivery Units = 1
BETTER DELIVERY UNIT	25% of the Five (5) Delivery Units = 1
GOOD DELIVERY UNIT	65% of the Five (5) Delivery Units = 3

The criteria for the qualification of the different delivery units shall be measured on the highest to the lowest score garnered based on the following criteria:

- A) Ratings on Performance of Major Final Output (MFO) – 75% plus
- B) Ratings on other criteria – 25%

CRITERIA	Delivery Unit	Targets/ Accomp- lishment	Rating
A) Performance of Major Final Output			
A.1 REGULATION SERVICES 1. Issuance of value-based age Classification rating based on	Review and Classification	176,000 or more	125%

contemporary cultural Filipino values into G, PG, SPG for television programs and G, PG, R-13, R-16, R-18 for films according to set timetable	Division (RCD)	173,000	110%
		170,000	100%
2. Number of registered entities, films and television programs monitored as scheduled	Monitoring and Inspection Unit (MIU)	50,000 & above	125%
		44,000	110%
		40,000	100%
3. Non-adversarial resolution of cases through adoption of self-regulatory measures	Legal Affairs Division (LAD)	100% of the cases filed were resolved	125%
		95% of the cases filed were resolved	110%
		90% & below of the cases filed were resolved	100%
4. Number of seminars, fora, infomercial and other campaign activities under the "Matalinong Panood	Offices of the Chairman & the Executive Director	68 or more	125%
		60	110%
		55	100%
A.2 General Administration			
1. Obligation (BUR)	Administrative & Finance Division (AFD)	100%	100%
2. Disbursement (BUR)	Administrative & Finance Division (AFD)	100%	100%
3. BFARS		Submitted on or before deadline	125%

		Submitted one (1) week after deadline	110 %
		Submitted two weeks or beyond after deadline	100%
4. Report on Ageing of Cash Advance	AFD	1 unliquidated Cash Advance due for liquidation	125%
		2 unliquidated Cash Advance due for liquidation	110%
		3 or more unliquidated Cash Advance due for liquidation	100%
5. COA Financial Reports	AFD	Submitted on or before deadline	125%
		Submitted one (1) week after deadline	110%
		Submitted two weeks or beyond after deadline	100%
B. Participation in Activities/per activity to be rated as recommended by PMT			
Attendance of employees within the delivery unit	Number of Employees per Delivery Unit	100% Attendance	125%
		90% Attendance	110%
		80% & below Attendance	100%

As per Memorandum Circular 2017-01, the PBB incentive to be received by each employee shall depend on the ranking of the bureau or delivery unit where they belong; and shall be based on the individual's monthly basic salary as of 31 December 2017. The performance category and the percentage of salary shall be as follows, if the computation is lower than Php5,000 the employees PBB rate will be fixed to the amount of Php5,000.

Performance Category	PBB as % of Monthly Basic Salary/Employee
Best Bureau/Office/Delivery Unit (10%)	65%
Better Bureau/Office/Delivery Unit (25%)	57.5%
Good Bureau/Office/Delivery Unit (65%)	50%

3. The PMT shall carefully evaluate and deliberate on the ranking of the Delivery Units
4. Upon agreement and conformity on the ranking made on the Delivery Units, the PMT shall make a recommendation on the result of the ranking system for consideration and approval of the head of the agency.

Prepared by :


SUSAN L. BANDOLIN
 Chief Administrative Officer

Noted by:


ATTY. ANN MARIE L. NEMENZO
 OIC - Executive Director II

Approved by:


MARIA RACHEL J. ARENAS
 Chairperson