



Republic of the Philippines  
Department of Education  
Region VII, Central Visayas  
**DIVISION OF CEBU PROVINCE**  
IPHO Building, Sudlon, Lahug, Cebu City



July 28, 2014

Division Memorandum  
No. 346, s. 2014

**GUIDELINES ON THE GRANTING OF PERFORMANCE-BASED BONUS  
FOR THE DEPARTMENT OF EDUCATION EMPLOYEES  
AND OFFICIALS FOR FISCAL YEAR 2013**

To: Assistant Superintendents  
Education Supervisors/Coordinators  
District Supervisors/OICs  
Elementary and Secondary School Heads

1. Attached herewith is DepEd Order No. 33, dated July 21, 2014, entitled, **“Guidelines on the Granting of Performance-Based Bonus for the Department of Education Employees and Officials for Fiscal Year 2013.”**
2. For more information, please download Enclosure No. 2 to DepEd Order No. 33,s. 2014 from [www.deped.gov.ph](http://www.deped.gov.ph).
3. Immediate dissemination of and strict compliance with this Memorandum is directed.

  
**ARDEN D. MONISIT, Ed. D.**  
Schools Division Superintendent

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Republic of the Philippines  
**Department of Education**

21 JUL 2014

DepEd O R D E R  
No. **33**, s. 2014

**GUIDELINES ON THE GRANTING OF PERFORMANCE-BASED BONUS  
FOR THE DEPARTMENT OF EDUCATION EMPLOYEES  
AND OFFICIALS FOR FISCAL YEAR 2013**

To: Undersecretaries  
Assistant Secretaries  
Bureau Directors  
Directors of Services, Centers and Heads of Units  
Regional Secretary, ARMM  
Regional Directors  
Schools Division Superintendents  
Heads, Public Elementary and Secondary Schools  
Chiefs of Divisions  
All Others Concerned

1. The Department of Education (DepEd) issues **Guidelines on the Granting of Performance-Based Bonus for the Department of Education Employees and Officials for Fiscal Year 2013** detailed in Enclosure No. 2. The establishment of a set of guidelines aims to provide for a systematic and evidence-based mechanisms, procedures and criteria for the granting of PBB in DepEd.
2. Pursuant to the provisions of Administrative Order (AO) No. 25 issued by the President on December 21, 2011 entitled *Creating an Inter-Agency Task Force on the Harmonization of the National Government Performance, Monitoring, Information and Reporting Systems*, the national government seeks to rationalize, harmonize, streamline, simplify and unify the efforts of all of the agencies towards the realization of the commitments in the Philippine Development Plan 2011-2016 and the Administration's five Key Results Areas (KRAs) under Executive Order (EO) No. 43. The AO establishes a unified and integrated Results-Based Performance Management System (RPMS) across all departments and agencies within the Executive Branch incorporating a common set of performance scorecard to serve a single source of information on the status of government performance.
3. On July 20, 2012, the President issued the EO No. 80 entitled *Directing the Adoption of the Performance-Based Incentive System (PBIS) for Government Employees*. EO No. 80 is based on the principle that service delivery by the bureaucracy can be improved by linking personnel incentives to the bureau or delivery unit's performance, and by recognizing and rewarding exemplary performance to foster teamwork and meritocracy.
4. The PBIS consists of the Five Thousand Pesos (P 5,000.00) across-the-board Productivity Enhancement Incentive (PEI) and the top-up Performance-Based Bonus (PBB). The PBB shall be given to all government personnel in accordance to their contributions to the accomplishment of the department's overall targets and commitments.

5. To be eligible for PBB, the performance of each agency shall be measured using verifiable and credible indicators based on the following pillars of RPMS:

- a. Department's/Agency's Major Final Outputs (MFOs) and Performance Targets (PT) as specified in the Organizational Performance Indicators Framework (OPIF) and consistent with the targets reflected in the approved OP Form 1-Planning Tool and the Fiscal Year (FY) 2013 Approved Budget;
- b. Department's/Agency's commitments to the President, which are supportive of the priorities under EO No. 43; and
- c. Good governance conditions based on the performance drivers of RPMS, namely:
  - i. Financial stewardship;
  - ii. Process efficiency; and
  - iii. Leadership, learning and growth.

6. Once DepEd, as an agency, acquires eligibility for PBB, the delivery units and personnel within the Department shall be evaluated according to their performance in the achievement of the agency's performance targets.

7. DepEd Memorandum No. 200, s. 2013 entitled *Reconstituting the Task Force on the Performance-Based Bonus (PBB) for the Department of Education* was issued to facilitate the review of DepEd Order No. 12, s. 2013 entitled *Guidelines on the Granting of Performance-Based Bonus (PBB) for the Department of Education (DepEd) Employees and Officials*. The said Task Force conducted marathon meetings to finalize the implementing guidelines on PBB for FY 2013. Enclosure No. 1 contains the Task Force Resolution recommending the implementing guidelines on the granting of PBB.

8. All DepEd Orders and other previous issuances which are inconsistent with this Order are hereby repealed, rescinded, or modified accordingly.

9. Immediate dissemination of and strict compliance with this Order is directed.

  
**BR. ARMIN A. LUISTRO FSC**  
Secretary

Encls.:

As stated

References:

DepEd Order: (No. 12, s. 2013)

DepEd Memorandum: Nos. 6, 9 and (200, s. 2013)

To be indicated in the Perpetual Index  
under the following subjects:

BENEFITS  
EMPLOYEES  
OFFICIALS  
PERFORMANCE

POLICY  
RATING  
TEACHERS



## RESOLUTION

**WHEREAS**, Executive Order (EO) No. 80 (s. 2012) directed the adoption of the Performance-Based Incentive System (PBIS) for government employees based on the principle that service delivery among government agencies can be improved by aligning personnel incentives to their contribution to the overall organizational performance, and recognizing and rewarding exemplary civil servants and well-performing institutions;

**WHEREAS**, Department of Education (DepEd) Order No. 12 (s. 2013) cascaded the implementing guidelines on the granting of Performance-Based Bonus (PBB) for the Department of Education (DepEd) employees and officials;

**WHEREAS**, Department of Education (DepEd) Memorandum No. 200 (s. 2013) reconstituted the DepEd PBB Task Force to review and revise DepEd Order No. 12 (s. 2013);

**WHEREAS**, The reconstituted DepEd PBB Task Force reviewed and revised the guidelines on the granting of PBB for DepEd employees and officials.

**NOW THEREFORE BE IT RESOLVED**, That upon deliberation and in view of timely and effective implementation of the PBB in the Department, this body recommends the Revised Guidelines for the Granting of Performance-Based Bonus for DepEd Personnel for Fiscal Year 2013.


Done this 23<sup>rd</sup> day of January 2014 at DepEd Central Office, Pasig City.

  
**JESUS R. MATEO**

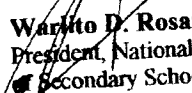
**PBB Task Force Chairman**  
Assistant Secretary for Planning and Development

### PBB Task Force Members

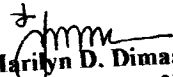
**Lorna D. Dino**  
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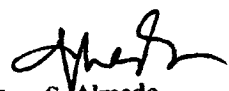
  
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OIC-Director, Bureau of Secondary Education

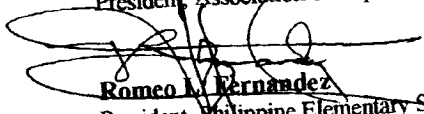
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**Warlito D. Rosareal**  
President, National Association of Principals  
of Secondary Schools of the Philippines

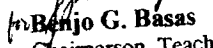
**Vladimer A. Quetua**  
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fr: **Benjo G. Basas**  
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