

## **PMDC System of Ranking Delivery Units and Individuals**

**DISTRIBUTION SYSTEM.** - Distribution of PBB among qualified Officers and Employees of PMDC who have complied with the eligibility rules in Section 4 of the GCG Memorandum Circular No. 2015-05 shall be in accordance with the following procedure:

1. ***Grouping of Personnel.*** — In determining the distribution of the PBB among qualified PMDC Officers and Employees, all personnel shall be ranked on a percentile basis within their respective levels as determined by the PMDC Governing Board through Management in accordance with the following guidelines:

- (a) **Senior Management:** This refers to the executive officers of the GOCC, and includes all heads of functional units, which are primarily involved in the development, evolution, and approval of long-term vision across a function or area of specialization. It includes those who lead the development of function strategy, implement and maintain policies of the organization for area of responsibility. (e.g., Deputy Administrator, Sr. Deputy Administrator, Assistant General Manager, Executive Vice President, Sr. Vice President, Vice President, etc.)

The President/CEO, or whoever is the highest ranking executive officer, has the prerogative to avail of either the Performance-Based Incentive (PBI) under GCG MC No. 2015-06, or the PBB, *but not both*. In the event the CEO is included in the PBB application, he/she must meet the eligibility requirements for the PBI and shall be ranked separately on his/her own and shall not be included in the forced ranking of Officers and Employees.

- (b) **Middle Management:** This covers those whose work is primarily achieved through others, with direct accountability for setting direction and deploying resources. Responsible for people management, including performance evaluation and pay reviews and typically hire/fire decisions. Includes individual contributors who are recognized as subject matter experts with in-depth technical knowledge, project management and significant influence skills in area of expertise (e.g., Head of Department or Service).

- (c) **Professional and Supervisory:** This level comprises the personnel whose work is primarily achieved by an individual or through project teams. Requires the application of expertise in professional or technical area(s) to achieve results. Typically has a university degree or equivalent work experience that provides knowledge and exposure to fundamental theories, principles and concepts. Includes supervisors and junior management that may not have full management authority (e.g., Financial Analyst/Specialists, Accountant, HR Officer, etc.)

- (d) **Clerical General Staff:** This category includes all clerical, administrative and secretarial staff with little or no supervisory responsibility but who contribute independently to the organization. It also covers basic computing/data processing staff such as operators, customer service assistants and skilled craftsmen/technicians (e.g., Secretary, Clerk, Finance Processor, Administrative Assistant, Chauffeur, Utility Worker, Messenger).

2. ***Distribution for Qualified Officers and Employees.*** — In each level provided for in Section 1 above, the ratings of Officers and Employees under PMDC’s Performance Management System shall be quantified to allow for ranking on a percentile basis for the purpose of distribution as follows:

a. ***If PMDC is a profitable GOCC:***

The grant of the PBB shall be based on the performance of the individual Officers and Employees with the rate of incentive as a multiple of the individual's monthly basic salary based on the table below, but not to exceed the ceilings computed by using the same multiple to twice the basic salary of the comparable NG position as provided in ***Annex A***. Thus, the PBB shall be distributed among its Officers and Employees for CY 2015, as follows:

Percentile	Multiple
<b>Top:</b> Maximum 10%	2.50
<b>Next:</b> Maximum 25%	1.50
<b>Remaining:</b> Minimum 65%	1.00

*\*The percentile of the "Top" and "Next" levels are maximum figures with the discretion on the part of the Governing Board/Management to decrease the figures and distribute them to the "Remaining" level.*

*Provided, that the total cost of the PBB shall not result in a net loss for CY 2015 computed before subsidy and unrealized gains/losses, and after taxes.*

- b. ***If PMDC is a Losing GOCC.*** — The grant of PBB shall also be based on the performance of individual Officers and Employees with the following fixed rate of incentive; thus, PBB shall be distributed among its Officers and Employees for CY 2015, as follows:

Percentile	Multiple
<b>Top:</b> Maximum 10%	25,000
<b>Next:</b> Maximum 25%	15,000
<b>Remaining:</b> Minimum 65%	7,500

*\*The percentile of the "Top" and "Next" levels are maximum figures with the discretion on the part of the Governing Board/Management to decrease the figures and distribute them to the "Remaining" level.*

## MAXIMUM AMOUNT FOR PBB FOR PROFITABLE GOCCS

	Salary Grade	Top (2.5x)	Next (1.5x)	Remaining (1.0x)	Below Satisfactory
Clerical/ General Staff	1	45,000	27,000	18,000	0
	2	48,375	29,025	19,350	0
	3	52,005	31,203	20,802	0
	4	55,905	33,543	22,362	0
	5	60,095	36,057	24,038	0
	6	64,605	38,763	25,842	0
	7	69,450	41,670	27,780	0
	8	74,655	44,793	29,862	0
	9	80,255	48,153	32,102	0
Professional and Supervisory (SG10-25)	10	86,275	51,765	34,510	0
	11	92,745	55,647	37,098	0
	12	99,700	59,820	39,880	0
	13	107,180	64,308	42,872	0
	14	115,220	69,132	46,088	0
	15	124,435	74,661	49,774	0
	16	134,390	80,634	53,756	0
	17	145,140	87,084	58,056	0
	18	156,755	94,053	62,702	0
	19	169,295	101,577	67,718	0
Middle Management (SG 21-26)	20	182,835	109,701	73,134	0
	21	197,465	118,479	78,986	0
	22	213,260	127,956	85,304	0
	23	230,320	138,192	92,128	0
	24	248,750	149,250	99,500	0
	25	268,650	161,190	107,460	0
	26	290,140	174,084	116,056	0
Senior Management	27	313,350	188,010	125,340	0
	28	338,420	203,052	135,368	0
	29	365,495	219,297	146,198	0
	30	394,730	236,838	157,892	0