



Republika ng Pilipinas
KAGAWARAN NG KATARUNGAN
Department of Justice
Manila

DEPARTMENT CIRCULAR NO. 005

TO : Undersecretaries, Assistant Secretaries and Heads of Central and Regional Offices

SUBJECT : Supplemental Guidelines on the Grant of Performance-Based Bonus (PBB) for FY 2019

DATE : FEB 15 2021

Pursuant to the attached Memorandum Circular (MC) No. 2019-3 dated 18 January 2021 of the Inter-Agency Task Force on the Harmonization of National Government Performance Monitoring, Information and Reporting Systems, re: Supplemental Guidelines on the Grant of the Performance-Based Bonus for FY 2019 under Executive Order (EO) no. 80, s. 2012 and EO no. 201, s. 2016, this Circular is being issued to provide clarifications on the requirements stated in MC No. 2019-1 and MC 2019-2 earlier issued by the AO25 Task Force on 03 September 2019 and 12 November 2019, which may be accessed online in the DOJ website (https://www.doj.gov.ph/doj_performance_management.html).

The following is the summary of changes/clarifications on the grant of PBB for FY 2019:

Requirement	Changes/Clarifications
FY 2019 PhilGEPS Requirement under Section 4.1b of MC No. 2019-1	<p>This has been reclassified from a Good Governance Condition to a General Administrative and Support Services requirement and shall not be considered as basis for a prequalifying condition of the entire department for the grant of FY 2019 PBB</p> <p>Non-compliance to the FY 2019 PhilGEPS requirement shall be counted as one deficiency, and provided that the department does not have any other deficiencies, the department may be considered eligible for the FY 2019 PBB. However, the whole procurement unit, excluding the Bids and Awards Committee, shall be isolated from the grant of bonus.</p>

Streamlining and Process Improvement Requirement	For FY 2019 PBB, departments/agencies shall report their streamlining and process improvements of all critical services covering all Government-to-Citizens (G2C), Government-to-Business (G2B), and Government-to-Government (G2G) transactions, dealing with external clients as declared in the updated Citizen's Charter. Hence, the transactions made on behalf of internal clients are not covered by the assessment.
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As provided in the subject Circular, agencies unable to comply with all good governance conditions and performance targets will be considered ineligible to FY 2019 PBB, subject to validation by oversight agencies concerned.

For guidance and compliance.



MENARDO I. GUEVARRA
Secretary

Department of Justice
CN: O202102120



Copy furnished:
All concerned.



**INTER-AGENCY TASK FORCE ON THE HARMONIZATION OF
NATIONAL GOVERNMENT PERFORMANCE MONITORING, INFORMATION AND REPORTING SYSTEMS**
(Administrative Order No. 25 s. 2011)

MEMORANDUM CIRCULAR NO. 2019- 3

January 18, 2021

TO : ALL HEADS OF DEPARTMENTS, BUREAUS, OFFICES AND OTHER AGENCIES OF THE NATIONAL GOVERNMENT, INCLUDING CONSTITUTIONAL COMMISSIONS, CONGRESS, THE JUDICIARY, OFFICE OF THE OMBUDSMAN, STATE UNIVERSITIES AND COLLEGES, GOVERNMENT-OWNED OR-CONTROLLED CORPORATIONS, LOCAL WATER DISTRICTS, AND LOCAL GOVERNMENT UNITS

SUBJECT : SUPPLEMENTAL GUIDELINES ON THE GRANT OF THE PERFORMANCE-BASED BONUS FOR FISCAL YEAR 2019 UNDER EXECUTIVE ORDER (EO) NO. 80, S. 2012 AND EO NO. 201, S. 2016

1.0 BACKGROUND AND PURPOSE

This pertains to the clarifications on the requirements stated in Memorandum Circular (MC) No. 2019-1, Guidelines for the Grant of FY 2019 Performance-Based Bonus (PBB) issued on September 3, 2019, and MC No. 2019-2, Supplemental Guidelines on the Grant of FY 2019 PBB issued on November 12, 2019.

2.0 CLARIFICATIONS ON THE FY 2019 PHILGEPS REQUIREMENT

2.1 In consideration of the global pandemic that transpired in the recent months including the community quarantine lockdowns which seriously affected the work operations, management, and compliance of departments/agencies to PBB requirements, especially in the early months, such as the updating of PhilGEPS transactions, adjustments in the FY 2019 PBB validation process are taken into consideration.

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2.2 The PhilGEPS requirement under Section 4.1b of MC No. 2019-1 has been reclassified from a Good Governance Condition to a General Administrative and Support Services requirement and shall not be considered as a basis for a prequalifying condition of the entire department/agency for the grant of FY 2019 PBB, and

2.3 Non-compliance to the FY 2019 PhilGEPS requirement shall be counted as one deficiency, and provided that the department/agency does not have any other deficiencies, the department/agency may be considered eligible for the FY 2019 PBB. However, the whole procurement unit, excluding the Bids and Awards Committee, shall be isolated from the grant of the bonus.

3.0 CLARIFICATIONS ON THE STREAMLINING AND PROCESS IMPROVEMENT REQUIREMENTS

3.1 For FY 2019 PBB, departments/agencies shall report their streamlining and process improvements of all critical services covering all Government-to-Citizens (G2C), Government-to-Businesses (G2B), and Government-to-Government (G2G) transactions, dealing with external clients as declared in the updated Citizen's Charter. Hence, the transactions made in behalf of internal clients are not covered by the assessment.

4.0 EFFECTIVITY CLAUSE

This Memorandum Circular shall take effect immediately.

Certified true copies shall be posted on the RBPMS website and the Official Gazette, and shall be filed at the University of the Philippines Law Center.



WENDEL E. AVISADO

Secretary, Department of Budget and Management
and Chairman, AO25 Inter-Agency Task Force