

Philippine Institute of Traditional and Alternative Health Care

**System of Ranking of Delivery Units
for the Performance-Based Bonus for CY 2018**

1. Group the units according to function and classifications:

PITAHC Clustering	No. of Units	Description
Operations	3	Research and Development Division Standards and Accreditation Division Social Advocacy and Training Division
Support to Operations	3	Management Services Division Procurement Unit Office of the Director General
General Administration and Support Services	2	Finance Division Administrative Division
TOTAL	8	

2. The rating of the delivery units shall be based on their Performance-Based Bonus (PBB) Percentage Achievement Score (PPAS) reported as of December 31, 2018. No rounding-off of the PPAS.

$$PPAS = \frac{\text{Accomplishment} \times 100}{\text{Target}}$$

Example:

<i>MFO1: Research and Development Division</i>			
Performance Indicator	Target	Accomplishment	PPAS (%)
1. Number of research projects completed/developed	14	14	100%
2. % of research projects completed within the last 3 years adopted by the industry or with results published in a recognized journal.	50%	67%	134%
3. % of research projects completed within the original proposed timeframe.	80%	100%	125%
Average PPAS			119.67%

3. Only those delivery units that meet the criteria and conditions in Section 4.1 of the Inter-Agency Task Force (IATF) Memorandum Circular No. 2018-1 dated May 28, 2018 will qualify for the PBB.

4. Based on the average PPAS, the eligible delivery units shall be forced ranked according to the following categories:

Ranking	Performance Category
Top 10%	Best Delivery Unit
Next 25%	Better Delivery Unit
Next 65%	Good Delivery Unit

Estimated Number of Units per Category				
PITAHC Clustering	No. of Units	10% (best delivery unit)	25% (better delivery unit)	65% (good delivery unit)
Operations	3	1	1	1
Support to Operations	3	1	1	1
General Administration and Support Services	2		1	1
TOTAL	8	2	3	3

5. As may be agreed upon by the Management Committee (MANCOM), the Performance Management Team (PMT) and the Delivery Unit, aside from the Institute's performance targets under the Performance Informed Budget (PIB) GAA of 2018, additional targets may be considered in the ranking of the Delivery Unit.
6. Addition from the score will be as follows:
- 6.1. Five percent (5%) for accomplishing 100% of the target which requires 100% compliance, i.e. the reporting requirements of the DBM, COA, and GPPB.
 - 6.2. Three (3%) to the Average PPAS for accomplishing special tasks/assignments which contribute to the attainment of the goals of the Institute, as may be determined by the MANCOM and the PMT.
7. Subtraction from the score will be as follows:
- 1% for every missing supporting document
 - 1% for every wrong item in the report
8. Validation shall be conducted by the PMT if there is difficulty in the determination of rank, such as if there are ties among the different units.