



18 August 2021

MEMORANDUM NO. 560
Series of 2021

T O: All Concerned

**R E: Designation of Persons Responsible to Ensure Compliance
of Qualification Requirements for 2021 PBB**

The AO 25 Inter-Agency Task Force recently released Memorandum Circular No. 2021-1 dated June 03, 2021 entitled "Guidelines on the Grant of the Performance-based Bonus (PBB) for Fiscal Year (FY) 2021 under Executive Order No. 80, s. 2012 and Executive Order No. 201, s. 2016". The guideline aims to measure and evaluate the performance of agencies with emphasis on the public's satisfaction on the realization of the agencies' performance targets, quality of service delivery, efficiency in the use of resources and strengthened agency stewardship. Assessment of compliance to the GGC requirements will be conducted starting October 1, 2021.

In view of this, the following working committees are hereby created to ensure compliance of the PBB requirements to wit:

1. Over-all Coordination

Dr. Daniel Leslie S. Tan	Chairperson, PBB Focal Person
Ms. Honey Sofia V. Colis	Member, Assistant Focal Person
Dr. Dilberto O. Ferraren	Member, PBB Spokesperson

2. Attainment of Eligibility under Performance Results: (Section 4.1)

a. 2021 Targets under MFO1 (Higher Education Services)

Dr. Beatriz S. Belonias	Chairperson
All College Deans (Main Campus)	Members
All Chancellors (External Campuses)	Members
Ms. Connel D. Antipaso	Member

b. 2021 Targets under MFO2 (Advanced Education Services)

Dr. Anabella B. Tulin	Chairperson
All Graduate School Faculty	Members
Mr. Mark Joshua S. Quevedo	Member

c. 2021 Targets under MFO3 (Research Program Services)

Dr. Maria Juliet C. Ceniza	Chairperson
Prof. Rosa Ophelia Velarde	Vice Chairperson
All Faculty Researchers	Members
Ms. Evangeline B. Tapayan	Member

d. Attainment of 2021 Targets under Extension Services

Dr. Maria Juliet C. Ceniza	Chairperson
Dr. Antonio P. Abamo	Vice Chairperson
All Faculty with Extension Projects	Members
Ms. Maria Fatima E. Chavez	Member

3. Attainment of Eligibility under Process Results: (Section 4.2)

a. Streamlining and Process Improvement (SPI) of the agency's Critical Services

Atty. Rysan C. Guinocor	Chairperson
Ms. Jennifer E. Ando	Member
Ms. Ma. Fe L. Gayanilo	Member
Ms. Chizka Mae S. Martinez	Member
Ms. Caroline Anduyan	Member

b. ISO-Certified QMS or its equivalent

Dr. Editha G. Cagasan	Chairperson
Dr. Luz O. Moreno	Vice-Chairperson
All QMS Team	Member

4. Attainment of Eligibility under Financial Results: (Section 4.3)

Ms. Louella C. Ampac	Chairperson
Ms. Myrna S. Pancito	Member
Mr. Nick Freddy R. Bello	Member
Ms. Queen-ever Y. Atupan	Member
Ms. Jessamine C. Ecleo	Member

5. Attainment of Eligibility under Citizen/Client Satisfaction Results: (Section 4.4)

Prof. Gideon Niel D. Tan	Chairperson
Mr. Poca Joe Didal	Member

6. Attainment of Agency Accountabilities (Section 5.0)

a. Maintaining and updating of the VSU Transparency Seal

Dr. Dilberto O. Ferraren	Chairperson
Mr. Jed Asaph D. Cortes	Member
Mr. Norman O. Villas	Member
Mr. Toni Marc L. Dargantes	Member
Ms. Mariane B. Ubay	Member
Ms. Jansel Joi C. Villas	Member

b. Compliance with the Freedom of Information (FOI) Program

Atty. Rysan C. Guinocor	Chairperson
Ms. Maria Roberta S. Miraflor	Member
Ms. Jennifer E. Ando	Member
Ms. Graciana M. Espinosa	Member
Mr. Jimbo S. Posas	Member

c. Maintaining and Updating the Citizen's or Service Charter

Atty. Rysan C. Guinocor	Chairperson
Ms. Jennifer E. Ando	Member
Ms. Ma. Fe L. Gayanilo	Member
Ms. Chizka Mae S. Martinez	Member
Ms. Caroline Anduyan	Member

d. Compliance to Audit Findings and Liquidation of Cash Advances

Ms. Louella C. Ampac	Chairperson
Ms. Myrna S. Pancito	Member
Mr. Nick Freddy R. Bello	Member
Ms. Queen-ever Y. Atupan	Member
Ms. Sandra C. Tiu	Member
Ms. Mona Nena B. Gerardo	Member

e. Submission and Review of SALN

Atty. Rysan C. Guinocor	Chairperson
Ms. Honey Sofia V. Colis	Member
Ms. Miriam M. dela Torre	Member
Ms. Carren Mae B. Vilbar	Member
Ms. Chizka Mae S. Martinez	Member

f. PhilGEPS posting of all Invitation to Bids & Awarded Contracts

Ms. Jessamine C. Ecleo	Chairperson
Ms. Toni Marc L. Dargantes	Member
Ms. Leopoldo Escala, Jr.	Member
Ms. Erly S. Esguerra	Member

g. Submission of FY 2022 Annual Procurement Plan (APP-CSE), FY 2021 APP-non CSE, Indicative FY 2022 APP, and the results of FY 2020 APCPI System

Dr. Dilberto O. Ferraren	Chairperson
Ms. Jessamine C. Ecleo	Vice-Chairperson
Ms. Dalisay F. Andres	Member
Ms. Antonio Y. Abayabay	Member

h. Undertaking of Early Procurement Activities (EPA) covering 2022 Procurement Projects

Dr. Dilberto O. Ferraren	Chairperson
BAC Members, TWG & Secretariat	Members
Ms. Jessamine C. Ecleo	Member

7. Other Agency Accountabilities

a. Compliance with Quarterly Submission of Financial Accountability Reports (FARs)

Ms. Louella C. Ampac	Chairperson
Ms. Myrna S. Pancito	Member
Mr. Nick Freddy R. Bello	Member
Ms. Queen-ever Y. Atupan	Member
Ms. Jocelyn T. Co	Member
Ms. Mona Nena B. Geraldo	Member

b. Compliance with Quarterly Submission of Budget Accountability Reports (BARs)

Dr. Dilberto O. Ferraren	Chairperson
Ms. Jansel Joi C. Villas	Member
Ms. Connel D. Antipaso	Member
Mr. Mark Joshua S. Quevedo	Member
Ms. Evangeline B. Tapayan	Member
Ms. Maria Fatima E. Chavez	Member

c. COA Financial Reports

Ms. Louella C. Ampac
Mr. Nick Freddy R. Bello
Accountants/Bookkeepers
(External Campuses)

Chairperson
Member
Members

d. **Posting of System of Ranking of Delivery Units and Cascading to all employees of guidelines in the ranking**

Ms. Honey Sofia V. Colis
Ms. Maria Roberta S. Miraflor
Ms. Ma. Fe L. Gayanilo

Chairperson
Member
Member

e. **Ranking of Delivery Units and Submission of Reports to AO 25 IATF**


Dr. Daniel Leslie S. Tan
All PMT Members
Ms. Maria Roberta S. Miraflor

Chairperson
Members
Member

All committee chairpersons and members should take note of the timeline of their committee outputs and make sure to submit or have them posted in the transparency seal on schedule. The Transparency Seal committee is likewise requested to review the postings and to make the necessary follow up from the committee concerned for lacking documents. Any non-submission from assigned committee should be reported to this office.

The Over-all Chairperson is requested to convene all the Committee Chairpersons and Members as soon as possible.

For compliance.


EDGARDO E. TULIN
President