

2/F Administration Building Visca, Baybay City, Leyte, PHILIPPINES

Telefax: +63 53 563 7067 Email: op@vsu.edu.ph Website: www.vsu.edu.ph

18 June 2018

MEMORANDUM NO. <u>250</u> Series of 2018

T O: All Concerned

R E: Designation of Persons Responsible to Ensure Compliance of Qualification Requirements for 2018 PBB

Memorandum Circular No. 2018-1 dated May 28, 2018 entitled "Guidelines on the Grant of the Performance-based Bonus for Fiscal Year 2018 under Executive Order No. 80, s. 2012 and Executive Order No. 201, s. 2016" has just been issued by AO 25 Task Force. The guideline has just been tightened to intensify public accountability, heighten transparency, strengthen fiscal discipline, and make government processes more efficient. Compliance to qualification requirements should be worked out as a team just like how we produce the targeted outputs per functions or Major Final Output since as provided in Section 5.2 of the guidelines, non-compliance with any of the good governance conditions will render the entire department/agency ineligible for the PBB. Assessment of compliance to the GGC requirements will be conducted starting October 1, 2018.

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. Remberto A. Patindol Chairperson
Dr. Lourdes B. Cano Member
Dr. Dilberto O. Ferraren Member

 Maintaining and updating of the VSU Transparency Seal per par. a, sub-section 5.1 under Section (5.0 of the guidelines under FY 2018 Good Governance Conditions) and posting of all reports and evidences from other committees

Dr. Dilberto O. Ferraren
Mr. Jed Asaph D. Cortes
Mr. Norman O. Villas
Member
Ms. Jessamine C. Ecleo
Ms. Bernardita P. Bibera
Chairperson
Member
Member
Member

3. Posting/Updating the PhilGEPS posting of all Invitation to Bids & Awarded Contracts (5.1, par. b)

Ms. Alicia M. Flores

Ms. Jessamine C. Ecleo

Ms. Doreen B. Alba

Ms. Erly S. Esguerra

Chairperson

Member

Member



2/F Administration Building Visca, Baybay City, Leyte, PHILIPPINES Telefax: +63 53 563 7067

Telefax: +63 53 563 7067 Email: op@vsu.edu.ph Website: www.vsu.edu.ph

4. Maintaining/Updating the Citizen's or Service Charter (5.1, par. c)

Dr. Lourdes B. Cano

Chairperson

Atty. Rysan C. Guinocor

Member

Ms. Jennifer E. Ando

Member

Ms. Ma. Fe L. Gayanilo

Member

Citizen/Client Satisfaction (par. 6.2)

Atty. Rysan C. Guinocor

Chairperson

Ms. Jennifer E. Ando

Member

Ms. Jennifer B. Javme

Member

Ms. Cheska Martinez

Member

6. STO Target. Initial Certification/Recertification of the QMS (Section 6.3)

Dr. Editha G. Cagasan

Chairperson

Dr. Roberto C. Guarte

Vice-Chairperson

All QMS Team members

Member

7. Budget Utilization Rate (par. a of Section 6.4)

Ms. Louella C. Ampac

Chairperson

Ms. Myrna S. Pancito

Member

Ms. Corazon U. Nuevo

Member

Ms. Erlinda S. Esguerra

Member

Ms. Ma. Roberta S. Miraflor

Member

8. Sustained Compliance with Audit Findings (par. b of 6.4)

Ms. Louella C. Ampac

Chairperson

Ms. Myrna S. Pancito

Member

Ms. Corazon U. Nuevo

Member

Ms. Erlinda S. Esguerra

Member

Ms. Ma. Roberta S. Miraflor

Member

9. Compliance with Quarterly Submission of BFARs online (par. c of 6.4)

Ms. Louella C. Ampac

Chairperson

Ms. Myrna S. Pancito

Member

Ms. Corazon U. Nuevo

Member

Ms. Erlinda S. Esguerra

Member

Ms. Ma. Roberta S. Miraflor

Member

10. Submission of Annual Procurement Plan (APP-non CSE)

Dr. Remberto A. Patindol

Chairperson

Dr. Othello B. Capuno

Vice-Chairperson

Ms. Alicia M. Flores

Member

Ms. Jessamine C. Ecleo

Member

11. Submission of FY 2019 APP-CSE

Dr. Remberto A. Patindol

Chairperson

Dr. Othello B. Capuno

Vice-Chairperson

Ms. Alicia M. Flores

Member



2/F Administration Building Visca, Baybay City, Leyte, PHILIPPINES Telefax: +63 53 563 7067

Email: op@vsu.edu.ph Website: www.vsu.edu.ph

Ms. Jessamine C. Ecleo

Member

12. Undertaking of Early Procurement of at least 50% of the value of goods and services based on NEP

Dr. Remberto A. Patindol

Chairperson

Dr. Othello B. Capuno

Vice-Chairperson

Ms. Alicia M. Flores

Member

Ms. Jessamine C. Ecleo

Member

BAC 1 & BAC 2 Members, TWG & Secretariat

Members

13. Submission of Results of FY 2017 APCPI

Dr. Remberto A. Patindol

Chairperson

Dr. Othello B. Capuno

Vice-Chairperson

Ms. Alicia M. Flores

Member

Ms. Jessamine C. Ecleo

Member

14. Submission of SALN of Employees

Ms. Teresita L. Quinanola

Chairperson

Ms. Epifania G. Tudtud

Member

Ms. Miriam dela M. Torre

Member

Ms. Merle N. Gravador

Member

15. Establishment and Conduct of Agency Review and Compliance Procedure of SALN

Atty. Rysan C. Guinocor

Chairperson

Ms. Teresita L. Quinanola

Member

Ms. Epifania G. Tudtud

Member

16. Compliance with the FOI Program

Dr. Lourdes B. Cano

Chairperson

Ms. Asteria A. Sevilla

Member

Ms. Jennifer E. Ando

Member

17. **COA Financial Reports**

Ms. Louella C. Ampac

Chairperson

Ms. Erlinda S. Esguerra

Member

Accountants/Bookkeepers of satellite campuses Members

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

Dr. Lourdes B. Cano

Chairperson

Ms. Ma. Roberta S. Miraflor

Member

Ms. Ma. Fe L. Gayanilo

Member

19. **Preparation and Submission of Physical Targets**

Dr. Remberto A. Patindol

Chairperson

Dr. Dilberto O. Ferraren

Vice Chairperson

Ms. Bernardita P. Bibera

Member

Ms. Ma. Roberta S. Miraflor

Member



2/F Administration Building Visca, Baybay City, Leyte, PHILIPPINES Telefax: +63 53 563 7067

Email: op@vsu.edu.ph Website: www.vsu.edu.ph

20. Ranking of Delivery Units and Submission of Reports

Dr. Remberto A. Patindol

Chairperson

All PMT Members

Members

21. Attainment of 2018 Targets under Higher Education Services

Dr. Beatriz S. Belonias

Chairperson

All College Deans (Main & External campuses) Members

22. Attainment of 2018 Targets under Advanced Education Services

Dr. Anabella B. Tulin

Chairperson

All Graduate School Faculty

Members

23. Attainment of 2018 Targets under Research Services

Dr. Othello B. Capuno

Dr. Jose L. Bacusmo

Vice Chairperson

Dr. Victor B. Asio

Member

All Faculty Researchers

Members

24. Attainment of 2018 Targets under Extension Services

Dr. Othello B. Capuno

Chairperson

Prof. Efren B. Saz

Vice Chairperson

Ms. Adelina O. Carreno

Member

All Faculty with Extension Projects

Members

All committee chairpersons and members should take note of the timeline when their committee outputs are due 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 in spite of follow should be reported to this office.

Dr. Patindol is requested to convene all the Committee Chairpersons and Members as soon as possible.

For compliance.