



18 June 2018

MEMORANDUM NO. 250

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

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

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

Ms. Alicia M. Flores	Chairperson
Ms. Jessamine C. Ecleo	Member
Ms. Doreen B. Alba	Member
Ms. Erly S. Esguerra	Member



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| 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 |
| 5. Citizen/Client Satisfaction (par. 6.2) | |
| Atty. Rysan C. Guinocor | Chairperson |
| Ms. Jennifer E. Ando | Member |
| Ms. Jennifer B. Jayme | 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 |
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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. Tudit

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. Tudit

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



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