



1 September 2023

MEMORANDUM NO. 846
Series of 2023

T O: All Concerned

R E: Designation of Persons Responsible to Ensure Compliance of Qualification Requirements for FY 2023 PBB

The AO 25 Inter-Agency Task Force recently released Memorandum Circular No. 2023-1 dated August 22, 2023 entitled "Guidelines on the Grant of the Performance-Based Bonus (PBB) for Fiscal Year 2023 under Executive Order No. 80, s. 2012 and Executive Order No. 201, s. 2016". The guideline aims to measure and evaluate the agency performance highlighting the public's satisfaction with the quality of public service delivery, utilization of resources, and reinforced agency stewardship.

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. 2023 Targets under MFO1 (Higher Education Services)

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

b. 2023 Targets under MFO2 (Advanced Education Services)

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

c. 2023 Targets under MFO3 (Research Program Services)

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

d. 2023 Targets under MF04 (Extension Services)

Dr. Maria Juliet C. Ceniza	Chairperson
Dr. Antonio P. Abamo	Vice Chairperson
Ms. Marianne Joyce L. De Caiman	Member
All Faculty with Extension Projects	Members

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

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

Atty. Rysan C. Guinocor	Chairperson
Ms. Maria Roberta S. Miraflor	Member
Ms. Grecilda F. Pabroquez	Member

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

Atty. Rysan C. Guinocor	Chairperson
Ms. Honey Sofia V. Colis	Member
Ms. Marwen A. Castañeda	Member
Ms. Queen-Ever Y. Atupan	Member
All CART Committee	Members

c. ISO-Certified QMS or its equivalent certification

Dr. Aleli A. Villocino	Chairperson
Dr. Rotacio S. Gravoso	Vice-Chairperson
Ms. Pamela P. Oraño	Member
Ms. Maria Lilia P. Vega	Member

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

Ms. Louella C. Ampac	Chairperson
Ms. Alicia M. Flores	Member
Mr. Nick Freddy R. Bello	Member
Ms. Queen-ever Y. Atupan	Member
Ms. Jessamine C. Ecleo	Member
Ms. Mona Nena B. Geraldo	Member
Ms. Jocelyn T. Co	Member

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

a. Citizen/Client Satisfaction Survey & Reporting of the CCSS Results

Prof. Gideon Niel D. Tan	Chairperson
All Customer Feedback Office Staff	Member

b. Resolution & Compliance to reported complaints from Hotline #8888 and Contact Center ng Bayan (CCB)

Atty. Rysan C. Guinocor	Chairperson
Ms. Maria Roberta S. Miraflor	Member
Mr. Norman O. Villas	Member

6. Attainment of Agency Accountabilities (Section 5.0)

a. Maintaining and updating of the VSU Transparency Seal

Dr. Dilberto O. Ferraren	Chairperson
Ms. Maria Roberta S. Mriaflor	Member
Ms. Jansel Joi C. Villas	Member
Mr. Norman O. Villas	Member
Mr. Toni Marc L. Dargantes	Member

b. Compliance to Audit Findings and Liquidation of Cash Advances

Ms. Louella C. Ampac	Chairperson
Ms. Alicia M. Flores	Member
Mr. Nick Freddy R. Bello	Member
Ms. Queen-ever Y. Atupan	Member
Ms. Wilma V. Napiere	Member

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

Atty. Rysan C. Guinocor	Chairperson
Ms. Maria Roberta S. Miraflor	Member
All RAO Staff	Member

d. 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

e. 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
Mr. Lester G. Layola	Member

f. Submission of FY 2023 Annual Procurement Plan (APP-CSE), FY 2022 APP-non CSE, Indicative FY 2023 APP, and the results of FY 2021 APCPI System

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

g. Undertaking of Early Procurement Activities (EPA) covering 2023 Procurement Projects

Dr. Dilberto O. Ferraren	Chairperson
BAC Members, TWG & Secretariat	Members
Ms. Jessamine C. Ecleo	Member
Ms. Maria Roberta S. Miraflor	Member
All Procurement Staff	Members

7. Other Agency Accountabilities

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

Ms. Louella C. Ampac	Chairperson
Ms. Alicia M. Flores	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
Mr. Toni Marc L. Dargantes	Member
Ms. Connel D. Antipaso	Member
Mr. Mark Joshua S. Quevedo	Member
Ms. Evangeline B. Tapayan	Member

Ms. Marianne Joyce L. De Caiman
Planning Office Staff

Member
Members

c. COA Financial Reports

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

Chairperson
Member
Members

d. Report on Eligibility of Agency for the Grant of the FY 2022 PBB (Section 6.0)

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

Chairperson
Members
Member
Members

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