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**GUIDELINES ON FORCED RANKING OF DELIVERY UNITS FOR THE GRANT OF FY 2020 PERFORMANCE BASED BONUS (PBB)**

1. The Following are the Delivery Units of the University:
  - 1.1 College of Engineering and Technology
  - 1.2 College of Education
  - 1.3 College of Management
  - 1.4 College of Arts and Sciences
  - 1.5 College of Computing and Information Sciences
  - 1.6 Graduate School
  - 1.7 San Jorge Campus
  - 1.8 Student Affairs Services
  - 1.9 Research Services
  - 1.10 Extension Services
  - 1.11 Office of the President (including Administrative/Support Staff)
  
2. Requirements for the Delivery Units to be Included in the forced ranking:
  - 2.1 The delivery units must have achieved the performance target(s) under the assigned Major final Outputs (MFOs)/Support to Operations/General Administration and Support Services (GASS) and Other Cross-cutting Requirements).
  - 2.2 The delivery units must have satisfied 100% of the Good Governance Conditions (GGCs) set by AO 25 Inter-Agency Task Force (IATF) for FY 2020.
  
3. The average accomplishment rating of the performance indicators assigned to the Delivery Units shall be the basis of forced ranking.
  
4. The Good, Better and Best delivery units shall be determined according to the hereunder percentages:
 

| Ranking  | Performance Category |
|----------|----------------------|
| Top 10%  | Best delivery unit   |
| Next 25% | Better delivery unit |
| Next 65% | Good delivery unit   |
  
5. The University Performance Management Team (UPMT) reserves the right to utilize additional criteria for the forced ranking of Delivery Units to validate the accomplishments of the delivery units.
  
6. In case where AO25 Secretariat recommends for isolation of delivery unit(s) due to non-Accomplishments of target/s, the delivery unit/s (including the highest ranking official) most responsible for the university's non-accomplishment of target/s shall be isolated and excluded from the FY 2020 PBB ranking.
  
7. The University Performance Management Team (UPMT) reserves the right to amend these guidelines on a yearly basis.

Deliberated and approved by the University Performance Management Team on September 25, 2020 via Zoom.

Certified Correct:

  
**LORELIE F. TANGARAN, D.M.**  
Planning Director/Secretariat

Attested Correct:

  
**RIZ RUPERT L. ORTIZ, Ph.D.**  
VP-REEA/Chairperson, UPMT