



**INTER-AGENCY TASK FORCE ON THE HARMONIZATION OF
NATIONAL GOVERNMENT PERFORMANCE MONITORING, INFORMATION AND REPORTING SYSTEMS**
(Administrative Order No. 25 S. 2011)

April 8, 2020

ALICIA DELA ROSA-BALA

Chairperson
Civil Service Commission
Constitution Hills, Batasang Pambansa Complex
Diliman, Quezon City

ATTENTION: Atty. Helene Grace T. Ramos
PBB Focal Person

Dear Chairperson Dela Rosa-Bala:

We are pleased to inform you that the **Civil Service Commission (CSC)** is **ELIGIBLE** for the grant of Performance-Based Bonus (PBB) for Fiscal Year 2018. However, considering that CSC is partially compliant to the PhilGEPS Posting requirement and non-compliant with the FY 2018 APP non-CSE requirement, the following should be **isolated** and **excluded** from the FY 2018 PBB ranking:

- The unit/person(s) from CSC-NCR, RO2, RO3, RO7, and RO8 responsible for failing to update/post the requirements in PhilGEPS; and
- The unit/person(s) from CSC RO2, RO3, RO4, RO5, RO9, and RO11 who are responsible for the non-compliance with the **FY 2018 APP non-CSE** requirement.

The summary of the final IATF assessment result is attached.

To complete the PBB process, may we remind your office to publish the **FY 2018 Agency Scorecard** in your website or official publication. Please coordinate with the AO 25 Technical Secretariat for the finalization of the said report cards.

Furthermore, please be advised that the evaluation of agency accomplishments for FY 2019 shall be tightened in accordance with the review of your Agency's report on Streamlining and Process Improvement of Critical Services. Additionally, agencies are encouraged to continue efforts in accelerating procurement and timely utilization of approved budgets to properly support their operations and delivery of high-quality services.

Thank you very much for your usual support.

Sincerely yours,

LAURA B. PASCUA

Undersecretary, Department of Budget and Management
and Chair, AO25 Technical Working Group



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Civil Service Commission (CSC)													
Eligibility Requirements	Final Assessment												
2018 Good Governance Conditions													
1. Transparency Seal	<ul style="list-style-type: none"> Compliant 												
2. PhilGEPS Posting	<ul style="list-style-type: none"> Partially compliant per PhilGEPS report dated 5/15/2019. <ul style="list-style-type: none"> The justifications for eight (8) transactions were submitted by the CSC procuring entities beyond the January 31, 2019 deadline. <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th style="text-align: center;">Regional/Field Office</th> <th style="text-align: center;">Number of Transactions</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">CSC- NCR</td> <td style="text-align: center;">2</td> </tr> <tr> <td style="text-align: center;">Region 2</td> <td style="text-align: center;">2</td> </tr> <tr> <td style="text-align: center;">Region 3</td> <td style="text-align: center;">2</td> </tr> <tr> <td style="text-align: center;">Region 7</td> <td style="text-align: center;">1</td> </tr> <tr> <td style="text-align: center;">Region 8</td> <td style="text-align: center;">1</td> </tr> </tbody> </table>	Regional/Field Office	Number of Transactions	CSC- NCR	2	Region 2	2	Region 3	2	Region 7	1	Region 8	1
Regional/Field Office	Number of Transactions												
CSC- NCR	2												
Region 2	2												
Region 3	2												
Region 7	1												
Region 8	1												
3. Citizen's Charter (ARTA)	<ul style="list-style-type: none"> Compliant 												
2018 Physical Target													
4. Streamlining and Process Improvement of Agency Services	<ul style="list-style-type: none"> Met the streamlining and process improvement requirement for FY 2018 PBB. <ul style="list-style-type: none"> CSC reported streamlining efforts for all 12 critical services as declared in its Citizen's Charter. The AO 25 Composite Team commends CSC's effort to streamline their frontline services as reflected in their Citizen's Charter. CSC is encouraged to continuously update its Citizen's Charter in order to reflect necessary revisions and changes made to their services. This will help maintain or better improve the delivery of their services to their clients, as well as to effectively perform its mandates. 												
2018 STO and GASS Requirements													
5. QMS Requirement	<ul style="list-style-type: none"> Compliant 												
6. Submission of FY 2018 APP non-CSE	<ul style="list-style-type: none"> The following offices are non-compliant per GPPB-TSO report dated 2/01/2019 <p>No Submission</p> <ol style="list-style-type: none"> CSC - RO 3 CSC - RO 4 												



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	<ul style="list-style-type: none"> 3. CSC - RO 9 4. CSC - RO 11 <p>Late Submission</p> <ul style="list-style-type: none"> 5. CSC - RO 2 6. CSC - RO 5
7. Submission of Indicative FY 2019 APP non-CSE	<ul style="list-style-type: none"> • Compliant
8. Submission of FY 2019 APP-CSE	<ul style="list-style-type: none"> • Compliant
9. Undertaking of Early Procurement for at least 50% of goods and services	<ul style="list-style-type: none"> • Compliant
10. Submission of FY 2017 APCPI	<ul style="list-style-type: none"> • Compliant
11. Submission of Financial Reports	<ul style="list-style-type: none"> • Compliant
12. Compliance with at least 30% of Prior Years' Audit Recommendations	<ul style="list-style-type: none"> • Compliant
13. Submission of Budget and Financial Accountability Reports (BFARs)	<ul style="list-style-type: none"> • Compliant
14. Budget Utilization Rate (BUR)	<ul style="list-style-type: none"> • Did not meet the 100% target for Obligations BUR under GASS. Actual accomplishments were 99.81%. • Did not meet the 100% target for Disbursements BUR under GASS. Actual accomplishments were 84.77%. • The justifications provided by CSC for not meeting its target for Obligations and Disbursements BUR were considered to be due to uncontrollable factors based on DBM BMB-C report dated 12/16/2019.
2018 Other Cross-Cutting Requirements	
15. Posting of Agency Review and Compliance Procedure of Statement and Financial Disclosure	<ul style="list-style-type: none"> • Compliant
16. FOI Manual	<ul style="list-style-type: none"> • Not Applicable
17. Posting of Agency's System of Ranking Delivery Units	<ul style="list-style-type: none"> • Compliant



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OVERALL ASSESSMENT	<ul style="list-style-type: none">• Based on the results of validation, CSC is eligible for the grant of FY 2018 PBB. However, due to the agency's partial compliance to the PhilGEPS Posting requirement and non-compliance with the FY 2018 APP non-CSE requirement the following should be isolated and excluded from the FY 2018 PBB ranking:<ul style="list-style-type: none">▪ The unit/person(s) from CSC-NCR, RO2, RO3, RO7, and RO8 responsible for failing to update/post the requirements in PhilGEPS; and▪ The unit/person(s) from CSC RO2, RO3, RO4, RO5, RO9, and RO11 who are responsible for the non-compliance with the FY 2018 APP non-CSE requirement.
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