



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

July 10, 2023

ATTY. DANILO U. UYKIENG

OIC Director

Mines and Geosciences Bureau

North Avenue, Diliman, Quezon City

Attention: **Chief Glenn Marcelo C. Noble**
PBB Focal Person

Dear **Director Uykieng**:

This has reference to the request for reconsideration of the **Mines and Geo-Sciences Bureau (MGB)** received on May 30, 2023 relative to its rating of 1 on the **Process Results** for the grant of the FY 2021 Performance Based-Bonus (PBB).

The assessment of the AO25 Composite Team on the additional justifications/supporting documents submitted by the MGB is as follows:

Justification	Assessment
<p>On the non-achievement of ease of transaction for all thirty-seven (37) frontline services which resulted in a rating of 1 for Process Results Criteria.</p> <p>The MGB explained that since 2020, the agency has formed and operationalized its PBB-ARTA Committee composed of representatives from its technical division. It is responsible for reviewing and updating the agency's Citizen's Charter (CC) to streamline, standardize, and mainstream e-governance measures, such as the use of digital technologies and information and communication technologies (ICT), to enhance the efficiency, transparency, and accessibility of the MGB's frontline services.</p> <p>In the MGB's 2021 CC, the agency's major accomplishments under the Process Results criteria of the assessment include the following:</p>	<p>Based on the revalidation of the AO25 Composite Team on June 27, 2023 on the justifications provided by the MGB, the agency achieved ease of transaction for 23 out of 37 (62.16%) of its frontline services.</p> <p>Pursuant to item 4.2 of AO25 Memorandum Circular No. 2021-1, the target under the Process Results criterion for departments/agencies is the greater ease of transaction of frontline services, which may be achieved through streamlining and standardization of frontline services, digitization, and other process improvements for faster and more efficient public service delivery.</p>

Justification	Assessment
<p>a. Further streamlining of existing frontline services;</p> <p>b. Standardization of thirteen (13) additional frontline services – four (4) for Central Office and nine (9) for the Regional Offices; and</p> <p>c. Introduction of additional features for the digitization of frontlines services.</p> <p>In the streamlining and standardization of the MGB's frontline services, the agency's PBB-ARTA Committee during its series of meetings, identified areas of improvement to shorten the turnaround time of its ten (10) services.</p> <p>Additionally, the MGB also streamlined its services through the elimination of duplication of steps, standardization of allotted time for each step depending on the nature of the activity, and strategic devolution and integration of several processes to shorten the overall process of four (4) of its other services.</p> <p>The MGB also digitized its services through the utilization of online submission and/or application across all frontline services using several digital platforms such as the utilization of the ArcGIS digital platform to accommodate the clients. This is in addition to the reported online payment scheme in 2020, which has been continuously improved up until now. The said platform can still be enhanced and replicated in other processes.</p> <p>As a way forward, the MGB is committed to further strengthen the operations of its PBB-ARTA Committee and ICT Group to further enhance its frontline services through the following:</p> <p>a. Re-constitution of the PBB-ARTA Committee to include all divisions and units in MGB CO, ICT Group, and MGB ROs;</p> <p>b. Allotting additional resources for further enhancement of the digitization process;</p> <p>c. Benchmarking with other government agencies with best</p>	<p>Upon review of the justifications provided by the MGB, the agency provided proof of standardization of twelve (12) services, reduction of turnaround time of seven (7) services, digitization by the utilization of the ArcGIS digital platform of six (6) services, and other strategic actions for three (3) services such as the devolution, rationalization and merging of services.</p> <p>As indicated in the MGB's submission and Citizen's Charter, the online submission of requirements was implemented since FY 2020.</p> <p>Since the MGB was able to achieve ease of transaction for 23 out of 37 (62.16%) frontline services, through digitization initiatives, the agency has now achieved a score of 3 for the Process Results based on the FY 2021 PBB criteria in Section 4.2 of the AO25 IATF MC No. 2021-1.</p>

Justification	Assessment
practices on e-governance for possible adoption; and d. Enhance inter-division collaboration to consolidate all efforts in streamlining, standardizing, and mainstreaming e-government in all the agency's frontline services.	

In view of the foregoing, the MGB has now obtained **85 points** for PBB Criteria and Conditions as provided in Section 4.0 of the AO25 IATF MC No. 2021-1 due to the change in its rating on the **Process Results**. Thus, the MGB is **eligible** for the grant of the FY 2021 PBB. However, the MGB should isolate the following:

- a. The unit/s most responsible (including its head) for the **non-achievement** of one (1) performance target under the Process Results criteria;
- b. The unit/s most responsible (including its head) for the **non-compliance** of the PhilGEPS Posting;
- c. The unit/s most responsible (including its head) for the **non-compliance** of the Submission of FY 2021 Non-Common Use Supplies and Equipment (APP non-CSE); and
- d. The unit/s most responsible (including its head) for the **non-compliance** of the Undertaking of Early Procurement Activities (EPA) covering FY 2022 Procurement Projects.

Attached is the revised Final Eligibility Assessment and Scorecard of the MGB.

Thank you very much for your understanding and usual support.

Sincerely yours,



ACHILLES GERARD C. BRAVO
Assistant Secretary, DBM and
Chair, IATF TWG

**REVISED FINAL ELIGIBILITY ASSESSMENT FOR FY 2021 PERFORMANCE-BASED
BONUS
MINES AND GEOSCIENCES BUREAU**

Overall Assessment: The Mines and Geosciences Bureau achieved **85 points** and is **eligible** for the grant of FY 2021 PBB.

A. Physical Accomplishments

Criteria	Score	Points	Remarks
<p>1. Performance Results</p> <p>Achieved 90.91% (10 out of 11) of the Congress-approved performance targets for FY 2021; deficiency is due to uncontrollable factors.</p>	4	20	<p>Based on the Department of Budget and Management-Budget and Management Bureau (DBM-BMB)-E, the MGB did not achieve the target for the <i>Percentage increase in the revenues of the government from mineral resources development</i> under the <i>Mineral Resources Enforcement Regulatory Program</i>. The non-attainment of the target was due to the effect of the COVID-19 pandemic.</p> <p>The DBM-BMB-E considered the justification provided to be due to uncontrollable factors based on the DBM-BMB-E Agency Performance Review (APR) report dated April 6, 2022.</p> <p>The MGB is advised to reassess its planning strategies to come-up with updated targets that are specific, measurable, attainable, realistic, and time-bound.</p>
<p>2. Process Results</p> <p>Achieved ease of transaction for 62.16% (23 out of 37) of its frontline services</p>	3	15	<p>Based on the revalidation of the AO25 Composite Team on June 27, 2023 on the justifications provided by the MGB, the agency achieved ease of transaction for 23 out of 37 (62.16%) of its frontline services.</p> <p>Pursuant to item 4.2 of AO25 Memorandum Circular No. 2021-1, the target under the Process Results criterion for departments/agencies is the greater ease of transaction of frontline services, which may be achieved through streamlining and standardization of frontline services, digitization, and other process improvements for faster and more efficient public service delivery.</p> <p>Upon review of the justifications provided by the MGB, the agency provided proof that it indeed standardized its twelve (12) services through standardization, seven (7) services through the reduction of turnaround time, six (6) services through digitization by the utilization of the ArcGIS digital platform, and three (3) services through other strategic actions by the agency.</p> <p>As indicated in the MGB's submission and Citizen's Charter, the online submission of requirements was implemented since FY 2020.</p>
<p>3. Financial Results</p>	5	25	<p>The actual accomplishment of the MGB for Disbursement Budget Utilization Rate (BUR) was 94.86%, based on the DBM-BMB-E APR report dated April 1, 2022.</p>

A. Physical Accomplishments			
Criteria	Score	Points	Remarks
Achieved 94.86% Disbursement BUR.			The agency is encouraged to continuously implement tighter linkage between strategic and operational planning and budgeting to meet the agency's physical and financial targets for the period.
4. Citizen/Client Satisfaction Results Achieved a 4.39 overall satisfaction rating, with no complaints received from the #8888 and the CCB platform.	5	25	The MGB did not receive any complaints through the #8888 platform for the period of January 1, 2021 to December 31, 2021 based on the Office of the President (OP) report dated December 21, 2022. The agency also did not receive any complaints through the Contact Center ng Bayan (CCB) platform for the period of January 1, 2021 to December 31, 2021 based on the Civil Service Commission (CSC) report dated February 24, 2022. The agency reported an overall satisfaction rating of 4.39 Client Satisfaction Survey (CCSS) pursuant to Annex 4 of the AO 25 MC 2021-1.
Total	17	85	

B. Agency Accountabilities	Compliance Status
• Transparency Seal	Compliant
• Freedom of Information	Compliant
• Updating of Citizen's Charter	Compliant
• Compliance to Audit Findings	Compliant
• Posting of Agency Review and Compliance Procedure (ARCP) of SALN	Compliant
• PhilGEPS Posting	Non-compliant
• Submission of FY 2022 Annual Procurement Plan-Common Use Supplies and Equipment (APP-CSE)	Compliant
• Submission of FY 2021 Non-Common Use Supplies and Equipment (APP non-CSE)	Non-compliant
• Posting of Indicative FY 2022 APP non-CSE	Compliant
• Submission of FY 2020 Agency Procurement Compliance and Performance Indicators (APCPI)	Compliant
• Undertaking of Early Procurement Activities (EPA) covering FY 2022 Procurement Projects	Non-compliant

C. Eligibility of Delivery Units and Individuals/Rates

To be eligible for the FY 2021 PBB, the agency must attain a total score of at least 70 points. To be able to attain at least 70 points, the agency should achieve a performance rating of 4 in at least three (3) criteria. In such a case, while the agency will be eligible, the unit/s most responsible (including its head) for the criteria stated in Section 3.0 of MC 2021-1 with a performance rating of below 4 will be isolated from the grant of the FY 2021 PBB.

The unit/s most responsible (including its head) for the non-compliance with the Agency Accountabilities provided in Section 5.0 of MC 2021-1 will also be isolated from the grant of the FY 2021 PBB.

To be eligible for FY 2021 PBB, employees belonging to the First, Second, and Third Levels should receive a rating of at least "Very Satisfactory" based on the agency's CSC-approved Strategic Performance Management System (SPMS) or the requirement prescribed by the CESB.

For additional information, please refer to Section 6.0 (Eligibility of Delivery Units and Individuals) and Section 7.0 (Rates of the PBB) of MC 2021-01.

