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22 December 2022

MEMORANDUM

FOR/TO : All Undersecretaries, Assistant Secretaries, Service/Project Directors
All Regional Executive Directors, Assistant Regional Directors
All Bureau Directors
All Regional Directors (MGB and EMB)


FROM : The Assistant Secretary
Human Resources, Strategic Communication and Sectoral Initiatives

SUBJECT : **SCHEDULE OF ONLINE CAREER EXECUTIVE SERVICE
PERFORMANCE EVALUATION SYSTEM (CESPES) RATING
FOR CY 2022 (SECOND SEMESTER) FOR ALL DENR
OFFICIALS**

Please be informed that the online CESPES rating for all DENR Officials is scheduled from 01 January to 28 February 2023. You are hereby reminded that access to the online rating system is available only until said date. All changes in email addresses must be made on the said duration. Also, "Payment of the Performance-Based Bonus to Third Level officials shall be contingent on the release of results of the CESPES", as contained in Section 6.4 of DENR MC No. 2022-11 or the Guidelines on the Grant of Performance-Based Bonus (PBB) for FY 2022.

For inquiries, contact the CESPES Coordinator, Ms. Corita M. Bartolo at telephone number (02) 8920-0945 or VOIP 1005/1007

For your guidance.


HIRO V. MASUDA, DBA, CESO III

MEMO NO. 2023 - 05

Let's Go Green!!!



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MAY 13 2022

DENR Memorandum Circular
NO. 2022- 11

SUBJECT: Guidelines on the Grant of FY 2022 Performance-Based Bonus (PBB)

1.0 PURPOSE

This Memorandum Circular is being issued to prescribe the criteria and conditions on the grant of Performance-Based Bonus (PBB) for FY 2022 performance. The overarching goal of the PBB is to strengthen the effectiveness of the incentives system to help agencies achieve the mission-critical objectives and expected outcomes of the government.

The FY 2022 cycle shall continue to observe the simplified PBB scheme. The FY 2022 PBB will sustain focus on results especially on the delivery of agency performance commitments and optimum utilization of agency budget, and make stronger the roles of agencies in ensuring accountability for results of their delivery units. Further, the FY 2022 PBB shall measure and evaluate agency performance highlighting the public's satisfaction with the quality of public service delivery, utilization of resources, and strengthened agency stewardship. The FY 2022 PBB shall facilitate a more transparent and objective assessment of performance and timely release of the PBB to eligible agencies.

2.0 COVERAGE

2.1 All Delivery Units/Offices of the DENR at the Central, Regional, and Staff Bureaus, including Line Bureaus and Attached Agencies if deemed feasible.

2.2 All officials and employees holding regular, contractual and casual positions are covered by this Circular. Excluded from the coverage are individuals engaged without employer-employee relationship with the DENR and funded from non-Personnel Services (PS) budget.

3.0 ELIGIBILITY CRITERIA

To be eligible for the grant of the FY 2022 PBB, the criteria and conditions under the four (4) dimensions of accountability, namely: **Performance**

New Agency Accountabilities beginning FY 2022 PBB	k. Designation of the Agency's Committee on Anti-Red Tape (CART)
	l. Compliance with the National Competition Policy (NCP)

Compliance with the designation of a Committee on Anti-Red Tape (CART) pursuant to Section 1, Rule III of the Implementing Rules and Regulations of RA No. 11032 and in accordance with the issued ARTA Memorandum Circular 2020-007 or "Guidelines on the Designation of a CART".

While the above-mentioned conditions are no longer required in determining the overall PBB eligibility of the agency, compliance with these conditions shall be used as the basis in determining the eligibility of responsible units and individuals. The Agency should submit these legal requirements directly to the validating agencies.

The DENR Central Office Focal for each agency accountability as shown in *Annex 5* shall be responsible for monitoring the compliance of the Regional Offices, Staff Bureaus and Central Office Delivery Units and should **submit report of compliance of the Delivery Units to DENR-PMG, through the DENR PBB Secretariat (Policy and Planning Service), not later than 1st week of February 2023.**

6.0 ELIGIBILITY OF DELIVERY UNITS AND INDIVIDUALS

- 6.1 The Delivery Units (DUs) shall no longer be ranked. However, the following shall be isolated from the grant of the PBB.
 - a. The unit/s most responsible (including its Head) for all the criteria stated in Section 3.0 with a performance rating of below 4 will be isolated from the grant of the FY 2022 PBB.
 - b. The unit/s most responsible (including the Head) for the non-compliance with the Agency Accountabilities provided in Section 5.0.
- 6.2 Eligible DUs shall be granted FY 2022 PBB at uniform rates across the agency, including their officials and employees. The corresponding rates of the PBB shall be based on the achieved total score as shown in Section 7.0.
- 6.3 The Secretary is eligible only if his agency is eligible. If eligible, his PBB rate shall be equivalent to the rate as stated in Section 7.0 and shall be based on his monthly basic salary as of 31 December 2022.
- 6.4 To be eligible for the PBB, employees belonging to the First, Second, and Third Levels should receive a rating of at least "Very Satisfactory" based on the CSC-approved Strategic Performance Management System (SPMS) or the requirement prescribed by the CESB.

and Plantilla of Personnel (PSIPOP) under the DBM'S Government Manpower Information System (GMIS). The PSIPOP shall serve as the primary source of data in determining the total FY 2022 PBB requirement of the agency.

TABLE 8. SUMMARY OF TIMELINES	
REQUIRED DOCUMENTS	DEADLINE OF SUBMISSION
Means of Verification and Justification for the non-attainment of targets from Central Office Units, Regions and Staff Bureaus	January 15, 2023
Consolidated Reports from National Focal(s) and Central Office Focal(s)	1st week of February 2023
Submission of packaged pertinent documents to AO25 Secretariat	February 28 2023

11.0 SOURCE OF PBB FUND

The DENR-PBB shall be charged against Miscellaneous Personnel Benefits Fund (MPBF) in the General Appropriations Act.

12.0 EFFECTIVITY

This Circular shall take effect immediately.

JIM G. CAMPULNA
Secretary

