



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

December 18, 2018

JOSE RUPERTO MARTIN M. ANDANAR

Secretary

Presidential Communications Operations Office

2nd Flr. New Executive Bldg., Malacañang Compound

Dear Secretary Andanar:

We are pleased to inform you that the **Presidential Communications Operations Office (PCOO)** is **ELIGIBLE** for the grant of Performance-Based Bonus (PBB) for Fiscal Year 2017. However, considering that PCOO has one (1) unmet target due to controllable factors, the officials and employees most responsible for the agency's non-compliance with the **ISO QMS requirement** should be **isolated and excluded** from the FY 2017 PBB ranking. The summary of the final IATF assessment result is attached.

To complete the PBB process, may we remind your office to publish the PCOO **MFO Accountability Report Card (MARC-1)** and **Management Accountability Report Card (MARC-2)** 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 2018 shall be tightened in accordance to strengthening the performance of agencies, particularly in meeting the requirements on streamlining and process improvement of agency's critical services, achieving higher citizen/client satisfaction, and other physical targets. All agencies are apprised to take actions 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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PRESIDENTIAL COMMUNICATIONS OPERATIONS OFFICE (PCOO)	
Eligibility Requirements	Final Assessment
Good Governance Conditions	
1. Transparency Seal	<ul style="list-style-type: none">• Compliant• With System of Rating and Ranking
2. PhilGEPS Posting	<ul style="list-style-type: none">• Compliant
3. Citizen's/Service Charter	<ul style="list-style-type: none">• Compliant
4. FOI Manual	<ul style="list-style-type: none">• Compliant
STO and GASS	
1. Submission of APP non-CSE	<ul style="list-style-type: none">• Compliant
2. Submission of APP-CSE	<ul style="list-style-type: none">• Compliant
3. Submission of APCPI	<ul style="list-style-type: none">• Compliant
4. QMS Requirement	<ul style="list-style-type: none">• Non-compliant per DBM-SPIB report dated 1/31/2018<ul style="list-style-type: none">➢ The uploaded Quality Manual and Systems Manual on Admin and Finance cannot be considered since these are not one of the core processes of the PCOO. <p>The certification for the conduct of IQA and the minutes of their MR are not uploaded in the TS.</p> <p>The Quality Manual is not signed by the Agency Head and does not include the following: 1) the approved quality policy; 2) description of relevant interested parties and their requirements; 3) approved list of identified interested parties, including their issues, and corresponding action plans to address the issues; 4) description of the organizational context; and 5) approved list of identified risks and opportunities with corresponding action plan.</p> <p>The posted Systems Manual on Admin and Finance in the TS can be considered as the PAWIM since it contains the procedure of the administrative and finance processes. However, the tools, forms, templates, guidelines or procedures on the control of documented information, internal audit for the QMS, control of non-conforming outputs, non-conformity and corrective action, monitoring and measurement of client satisfaction, and management review are not included in the same.</p>



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	<ul style="list-style-type: none"> PCOO requested for reconsideration on July 12, 2018. Per DBM-SPIB, PCOO is still deemed non-compliant based on its letter dated August 30, 2018. Hence, the non-compliant status of PCOO for the QMS requirement for FY 2017 PBB remains.
5. Submission of Financial Report	<ul style="list-style-type: none"> Compliant
6. Submission of Report on Ageing of Cash Advances	<ul style="list-style-type: none"> Compliant
7. Compliance with at least 30% of Prior Years' Audit Recommendations	<ul style="list-style-type: none"> Compliant
8. Submission of Budget and Financial Accountability Reports (BFARs)	<ul style="list-style-type: none"> Non-compliant per DBM BMB-C report dated 4/26/2018 <ul style="list-style-type: none"> ➤ Late Submission of 4th quarter BFARs (submitted on February 28, 2018). The justifications provided by PCOO for the late submission of BFARs were considered to be due to uncontrollable factors based on DBM BMB-C report dated 4/26/2018.
FORM A (MFO and BUR)	<ul style="list-style-type: none"> Did not meet PI 2: Archiving and Documentation of Presidential events under MFO 4: Presidential Executive Staff Services – Coverage of Presidential Events (temporarily transferred to PCOO from Office of the President). Actual accomplishment was 947 of the targeted 1,102 (or 85.93% rate of accomplishment). The justification provided by PCOO for not meeting its target for PI 2 under MFO 4 was considered to be due to uncontrollable factors based on DBM BMB-C report dated 12/14/2018. Did not meet the 100% target for Obligations and Disbursements BUR under GASS. Actual accomplishments were 92% and 99%, respectively. The justification provided by PCOO for not meeting its target for Obligations and Disbursements BUR was considered to be due to uncontrollable factors based on DBM BMB-C report dated 4/26/2018.



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OVERALL ASSESSMENT	<ul style="list-style-type: none">Based on the results of validation, PCOO satisfied the requirements and is eligible for the grant of FY 2017 PBB. However, the officials and employees responsible for the non-compliance with the ISO QMS requirement should be isolated and excluded from the FY 2017 PBB ranking.
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