

NATIONAL TRANSMISSION CORPORATION
SYSTEM OF RANKING AND DISTRIBUTION OF THE 2019 PBB
(Pursuant to GCG Memorandum Circular No. 2019-02)

The National Transmission Corporation (TransCo) adopted the distribution system provided for under GCG Memorandum Circular No. 2019-02 on the grant of Performance Based Bonus (PBB).

- All TransCo Officers and Employees who have complied with the eligibility requirements under Section 5 of GCG MC No. 2019-02 shall be ranked on a percentile basis within their respective levels, as follows:

Employee Grouping	Salary Grade (SG)
Senior Management	28
Middle Management	24 to 27
Professional and Supervisory	14-22 13 <i>(ROW Officer, Financial Analyst B, IT Analyst, Information Data Analyst)</i>
Clerical/General Staff	13 <i>(Cartographer, Electrician)</i> 6 to 12

The President and CEO has the prerogative to avail of either the PBB or the Performance-Based Incentive (PBI), but not both. If the President and CEO is included in the PBB, he/she shall be ranked separately on his/her own and shall not be included in the forced ranking of Officers and Employees.

- In each level, the ratings of qualified Officers and Employees under the TransCo Strategic Performance Management System (SPMS) shall be ranked and the grant of the PBB shall be distributed in accordance with Section 6.2 of GCG MC No. 2019-02, as follows:

Percentile	PBB Rate as % of Monthly Basic Salary (MBS)
Top: Maximum of 10%	65.0% of MBS as of December 31, 2019
Next: Maximum of 25%	57.5% of MBS as of December 31, 2019
Remaining: Minimum of 65%	50.0% of MBS as of December 31, 2019

- TransCo Officers and Employees who have rendered an aggregate of at least nine (9) months of service in the public sector for the year ending 31 December 2019 shall be entitled to full amount of PBB. Those who rendered a minimum of three (3) months but less than nine (9) months of service with a performance rating of at least "Satisfactory" shall be entitled to PBB on a pro-rata basis, as follows:

Length of Service	% of PBB
8 months but less than 9 months	90%
7 months but less than 8 months	80%
6 months but less than 7 months	70%
5 months but less than 6 months	60%
4 months but less than 5 months	50%
3 months but less than 4 months	40%

- The following are not entitled to the PBB:
 1. An employee who is on vacation or sick leave, with or without pay, for the entire year.
 2. Personnel found guilty of administrative and/or criminal cases in 2019 by formal and executory judgment, except if the penalty meted out is only a reprimand.
 3. Officials and employees who failed to timely submit the latest Statement of Assets, Liabilities and Net Worth (SALN) prescribed under applicable CSC rules.
 4. Officials and employees who failed to liquidate all Cash Advances received in 2019 within the reglementary period as stated in relevant and prevailing COA Circulars.
 5. Officials and employees who failed to submit their complete SPMS forms.

- Those hired without employer-employee relationship and paid from non-Personal Services appropriation/budget are excluded from the grant of PBB, as follows:
 1. Consultants and experts hired to perform specific activities or services with expected outputs;
 2. Laborers hired through job contracts (pakyaw) and those paid on piecework basis;
 3. Student laborers and apprentices; and
 4. Individuals and groups of people whose services are engaged through job orders, contracts of service, or others similarly situated.

- Employee groupings and ranking shall be based on number of employees entitled to 2019 PBB per Functional Group, as follows:

FUNCTIONAL GROUP	SR MANAGEMENT	MIDDLE MANAGEMENT				SUPERVISORY/PROFESSIONAL				CLERICAL/GENERAL STAFF			
		TOTAL	10%	25%	65%	TOTAL	10%	25%	65%	TOTAL	10%	25%	65%
OP		8	1	2	5	13	1	3	9	2	-	1	1
TMG	1	11	1	3	7	42	4	11	27	7	1	2	4
RMSG	1	9	1	2	6	43	4	11	28	15	2	4	9
RLG	1	16	1	4	11	16	2	4	10	12	1	3	8
TOTAL	3	44	4	11	29	114	11	29	74	36	4	10	22

The data include eligible employees separated from the service in 2019.