



Republic of the Philippines
EULOGIO "AMANG" RODRIGUEZ
INSTITUTE OF SCIENCE AND TECHNOLOGY
Nagtahan, Sampaloc, Manila

OFFICE OF THE PRESIDENT

October 30, 2015

MEMORANDUM ORDER NO. 93-2015

TO : All Employees and Faculty Members

FROM : The President

SUBJECT : The Institute System of Ranking Delivery Units and Individuals


1.0 Based on the submitted EARIST Strategic Performance Evaluation System of the Civil Service Commission, the Institute have two (2) performance rating periods:

- Teaching - June – October (1st Semester)
November – March (2nd Semester)
- Non-Teaching - January – June
July – December

2.0 Operationalization of the Rating Scale based on the Guidebook on the Strategic Management System, CSC Memorandum Circular No. 13, s. 2012:

NUMERICAL RATING	ADJECTIVAL RATING	DESCRIPTION OR MEANING OF RATING
5	Outstanding	Performance exceeded expectations by 30% and above the planned targets. Performance demonstrated was exceptional in terms of quality, technical skills, creativity, and initiative, showing mastery of the task. Accomplishments were made more than expected but related aspects of the target.
4	Very satisfactory	Performance exceeded expectations by 15% to 29% of the planned targets.
3	Satisfactory	Performance met 90% to 114% of the planned targets. However, if it involves deadlines required by law, it should be 100% of the planned targets.
2	Unsatisfactory	Performance only met 51% to 89% of the planned targets and failed to deliver one or more critical aspects of the target. However, if it involves deadlines required by law, the range of performance should be 51% to 99% of the planned targets.
1	Poor	Performance failed to deliver most of the targets by 50% and below.

- 3.0 The summation of the Final Ratings (IPCR) of all employees under one Delivery Unit divided by number of employees is the Average Rating of one delivery unit. The Average Rating of all Delivery Units will be ranked accordingly to determine the BEST, BETTER and GOOD Delivery Service/Units.
- 4.0 For information and dissemination.


EDITHA V. PILLO, Ed. D.



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
MALACANANG, MANILA

SPECIAL ALLOTMENT RELEASE ORDER
For Fiscal Year 2015

Department : State Universities and Colleges (SUCs)	ORG CODE
Agency : Eulogio 'Amang' Rodriguez Institute of Science and Technology	08 001 0000000 (A2297)
Operating Unit :	
Locality : National Capital Region (NCR)	13
Funding Source : Regular Agency Fund, FY 2015 General Appropriations Act, RA 10651 Miscellaneous Personnel Benefits Fund	01 1 01 406
Purpose : To release the allotment to cover the FY 2014 Performance Based Bonus of two hundred ninety seven (297) employees including the President of the Institute.	

MFO/PAP Code	Particulars	Object Code	Amount
103001000100000	General Administration and Support	50100000 00	P 2,273,500
	General Management and Supervision		2,273,500
	Personnel Services		P 2,273,500
	TOTAL:		

Amount in words:


***** TWO MILLION TWO HUNDRED SEVENTY-THREE THOUSAND FIVE HUNDRED PESOS ONLY *****

Notes:

The allotment herein released shall be valid for obligation until December 31, 2015.

The allotment herein authorized shall be used solely for the purposes indicated and disbursements therefrom shall be made in accordance with existing budgeting, accounting and auditing rules and regulations. It is the primary responsibility of the head of the Department, Bureau or Agency concerned to keep expenditures within the limits of the amount allotted.

By Authority of the Secretary:


RUBY R. ESTEBAN
DIRECTOR

In following - up, pls. cite barcode #SARO-2015-NCR00768B



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SARO No.: SARO-NCR-15-0018024

Date of Issue: November 03, 2015

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RANKING OF EMPLOYEES WITHIN THE BUREAUS/OFFICES/ATTACHED AGENCIES/DELIVERY UNITS

Department/Agency: EULOGIO "AMANG" RODRIGUEZ INSTITUTE OF SCIENCE AND TECHNOLOGY

RANKING OF EMPLOYEES WITHIN THE BUREAUS/OFFICES/ATTACHED AGENCIES/DELIVERY UNITS	RANKING OF EMPLOYEES			NAME OF EMPLOYEE	AMOUNT OF PBB
	RANKING OF EMPLOYEES BY POSITION TITLE	NO. OF EMPLOYEES BY POSITION TITLE			
		POSITION TITLE	NO.		
A. Best Delivery Service RESEARCH AND EXTENSION SERVICES 8 EMPLOYEES	Best Performer (Top 20%)				
	2 Employees	ASSO. PROF. V	1	Soriano, Elizabeth	35,000.00
		ASSO. PROF. IV	1	Mendoza, Eric	35,000.00
	BETTER PERFORMER(NEXT 35%)				
	3 Employees				
		ED. PROG. SPECIALIST II	1	Avior, Meichorita	20,000.00
		ED. RESEARCH/ASST I	1	Evangelista, Richard	20,000.00
GOOD (NEXT 45%)					
4 Employees	ASST. PROF. II	1	Cornell, Grant B.	10,000.00	
	ADM. AIDE III	1	Krong, Pedro Rommel	10,000.00	
	EDUC. PROG. SPECIALIST I	1	Lizada, Antonio C.	10,000.00	
	INSTRUCTOR I	1	Pantaleon, Jon-Jon	10,000.00	
	TOTAL	8			

GOOD (55%) 3 Employees	INSTRUCTOR I	1	Ferraro, Jay	7,000.00
	ASSISTANT PROF. I	1	Banzuelo, Porferio	7,000.00
	TOTAL	5		
BEST 15% 1 EMPLOYEE	ASST. PROF. IV	1	Carrino, Celia	25,000.00
BETTER(30%) 3 Employees	INSTRUCTOR I	3	Banzuelo, Loida Lim, Romeo Villena, Jeffrey	40,500.00
GOOD (55%) 9 Employees	INSTRUCTOR I	6	Dinaga, Ma. Rhoda Santos, Mary Grace Bautista, Arnold Maddagan, Ma. Theresa Aurelio, Dulce	42,000.00
BEST 10% 3 EMPLOYEES	ASSISTANT PROF. III	1	Tendero, Edwin	7,000.00
	INSTRUCTOR II	2	Ordovez, Dennis Buencuchillo, Rodita	14,000.00
	TOTAL	13		
BETTER(25%) 7 Employees	ASSO. PROF. I	1	Saidali, Margarita	15,000.00
	ASSO. PROF. III	1	Castillo, Benigno	15,000.00
	INSTRUCTOR I	1	Escario, Charlene	15,000.00
BETTER(25%) 7 Employees	INSTRUCTOR I	2	David, Ramon Gapasin, Willy	20,000.00
	VIS	1	Albano, Ricardo	10,000.00
	ASSO. PROF. I	1	Nabor, Deia	10,000.00
	ASSO. PROF. III	2	San Luis, Rosemarie Pasikatan, Evangelio	20,000.00

COLLEGE OF HOSPITALITY MANAGEMENT

13 Employees

**GOOD DELIVERY SERVICE
COLLEGE OF BUSINESS ADMINISTRATION**

29 EMPLOYEES

	ASST. PROF. IV	1	Asuncion, Meiba	10,000.00
	ASST. PROF. II	0		0.00
GOOD (65%)				
19 Employees	INSTRUCTOR I	11	Manalad, Cynthia Cruz, Noemi Cumpas, Belinda Mailas, Anna Victoria Lingga, Chanda Bautista, Florinda Reyes, Theresa Soriano, Cristina Penaso, Daisy Arpon, Evelyn Pangilinan, Kenneth Garcia, Cesar	55,000.00
	ASST. PROF. III	2	Castro, Anselmo Belarmino, Teresita	10,000.00
	ASST. PROF. I	3	Abitang, Philip Dona, Flordeliza	15,000.00
	INSTRUCTOR III	1	Asistol, Annaliza	5,000.00
	INSTRUCTOR II	1	Filler, Fernando	5,000.00
	VIS	1	Amorin, Agnes	5,000.00
	TOTAL	29		
BEST (10 %)				
4 EMPLOYEES	INSTRUCTOR III	1	Pielago, Marvir	15,000.00
	INSTRUCTOR I	2	Basi, Maureen Mangahas, Janice	30,000.00
	INSTRUCTOR II	1	Chio, Charo B.	15,000.00
	ASST. PROF. IV	1	Atizardo, Margie	10,000.00
	ASSO. PROF. II	1	Ianuecoz, Natalia	10,000.00
	ASSOCIATE PROF. V	1	Dela Cruz, Merriam	10,000.00
	ASST. PROF. I	1	Ahunin, Giovanni	10,000.00
	INSTRUCTOR II	1	Moreno, Jocelyn	10,000.00
	INSTRUCTOR I	4	Tobias, Ariel Gabas, Evelyn Capucao, Romeo Jr. Villadolid, Rowena M.	40,000.00
GOOD (65%)	INSTRUCTOR I	9	Pastor, Vina Ianuecoz, Joseph Angelo Dangla Cruz, Rolf Erwin Ordovez, Erwin Dela Cruz, Sofia	45,000.00

SUPPORT TO OPERATIONS AND
31 EMPLOYEES

					Jamero, Felipe	
					Jamero, Richard	
					Felipe, Jose Jr.	
					Robiso, Stephen Keith	
				4	Pinzon, Danilo	20,000.00
					Martinez, Apollo	
					Reynoso, Roberto	
					Reblando, Cynthia	
19 Employees						
					Labrara, Victor	5,000.00
					Ianuecoz, Isagani	5,000.00
					Bacar, Efran	5,000.00
					Fensantos, Redentor	5,000.00
					Bonostro, George	25,000.00
					Siugan, Jose	
					Castillano, Ivan	
					Bucao, Irving	
					Mora, Hemmady	
				35		
BEST (10%)						
3 EMPLOYEES						
					Sabas, Hercuiano	15,000.00
					Boitaoio, Rowena	15,000.00
					Bandoy, Lourdes	15,000.00
BETTER (25%)						
8 Employees						
					Astorga, Eriberto Jr.	20,000.00
					Oriel, Noel	10,000.00
					Del Rosario, Teresita	10,000.00
					Menguita, Rodelia	10,000.00
					Nunez, Dina Carlyn	10,000.00
					Bagabaldo, Christylane b.	10,000.00
					Delarmente, Belinda	10,000.00
					Robiso, Esteban	10,000.00
GOOD (65%)						
20 Employees						
					Intia, Ruben	5,000.00
					Ramirez, Georgia	5,000.00
					Sepidoza, Ramon	5,000.00
					Castillo, Clarinda	10,000.00
					Saenz, Eugene	
					Natai, Erlinda	5,000.00
					Alvaro, Ferdinand DP.	5,000.00
					Delos Reyes, Manolo	5,000.00
					Morales, Jose Jr.	5,000.00
					Cadag, Charise	5,000.00
					Era, Lydia	5,000.00
					Aldecoa, Meichorita	10,000.00
					Gubaton, Karen	
					Mijares, Rosalito	5,000.00
					Oliver, Charise	5,000.00

SPORTS DEVELOPMENT AND PHYSICAL MGT. 6 Employees									
	INSTRUCTOR II		1	Mabansag, Joselito	5,000.00				
	ASSO. PROF. I		1	Acibar, Eideo	5,000.00				
	PROF. V		1	Goza, Ruben	5,000.00				
	INSTRUCTOR I		1	Celestial, Evelyn	5,000.00				
	TOTAL		31						
BEST (10%) 0 Employee									
BETTER (25%) 2 Employees									
	INSTRUCTOR I		2	Malasaga, Bonifacio Baesa, Shirley	20,000.00				
GOOD(65%) 4 Employees									
	ASST. PROF. III		1	Mamisao, Noel P.	5,000.00				
	ASSO. PROF. III		1	Quinajon, Marino	5,000.00				
	INSTRUCTOR I		2	Barizo, Crisanto Jr. Viajar, Leo	10,000.00				
TOTAL									
			6						
BEST (10%) 0 Employee									
BETTER (25%) 10 Employees									
	ASSO. PROF. II		1	Sabado, Paz	10,000.00				
	COLL. LIB. I		1	Soriano, Rosalina	10,000.00				
	ADM. AIDE I		1	Ibarrientos, Emerlito	10,000.00				
	SECURITY GUARD		1	Zeta, Rodrigo	10,000.00				
	CASUAL		1	Ibarrientos, Catalino	10,000.00				
	ASST. PROF. III		1	Coo, Aignes	10,000.00				
	ASSO. PROF. I		1	Livanag, Nancy	10,000.00				
	INSTRUCTOR I		2	Alfonso, Racquel	20,000.00				
	INSTRUCTOR III		1	Gondra, Lyn R. Tolentino, Joel	10,000.00				
GOOD(65%) 33 Employees									
	INSTRUCTOR I		16	Ferrer, Florence Domingo, Gerlyn Dumbit, Catherine Pena, Edzel Guadez, Eugerme Paolo	80,000.00				
TOTAL									
FARIST CAVITE CAMPUS 43 Employees									

	INSTRUCTOR I	4	Paguigan, Jesus Bongtiwon, Daisy Mae Gumayagay, Jerome Prdo, Jackie Caillo, Eduardo	
	FORMER SUC PRES. II	1		
	ACCOUNTANT I	1	Legaspi, Kim Cyril	
DIRECTOR. FINANCIAL MGT. SERVICE	ADM. AIDE VI	1	Pilar, Carlos	
FINANCIAL MGT. SERVICES STAFF/EMPLOYEES	ADM. AIDE II	1	Nunez, Carmencita	
	CASUAL-CLERK	1	De Guzman, Digna	
	ADM. OFFICER I	1	Balubar, Eric	
		10		
		307		
	TOTAL			

Certified Correct:

[Signature]
DR. ERIC C. MENDOZA
 Chair, Performance Management Team

Approved:

[Signature]
DR. EDITHA V. PILLO
 President