

NATIONAL FOOD AUTHORITY
Quezon City

May 30, 2018

MEMORANDUM

HRMD-MDD-2K18-E- 126

F O R : Lt. Col. JASON LAUREANO Y. AQUINO (Ret.) PA
Administrator

THRU: The EXCOM Members

2017 PERFORMANCE-BASED BONUS GUIDELINES

In compliance with GCG Memorandum Circular No. 2017-01 on the Interim Performance-Based Bonus (PBB), the following provisions are hereby incorporated to form part of NFA's Performance-Based Bonus Guidelines for the years 2017 and beyond:

4.2.1 Rates of PBB – The grant of the PBB shall be based on the performance of the individual Officers and Employees with the rate of incentive as a multiple of the individual's monthly basic salary (MBS) as of 31 December of the applicable year based on the table below, but not lower than P5,000:

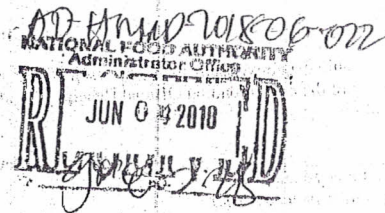
Percentile	PBB as % of MBS
Top: Maximum 10%	65.0%
Next: Maximum 25%	57.5%
Remaining: Minimum 65%	50.0%

**The percentile of the "Top" and "Next" levels are maximum figures with the discretion on the part of the Management to decrease the figures, and distribute them to the "Remaining" level.*


The provisions of Memoranda coded AO-2016-02-019 dated February 26, 2016 and AO-2016-05-003 on the Guidelines on Forced-Ranking as Basis for the Grant of 2015 Performance-Based Bonus and its Addendum, respectively, remain in force and effect as part of NFA's Performance-Based Bonus Guidelines.

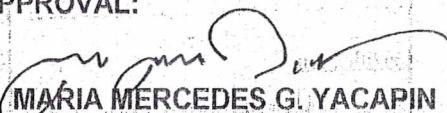
Attached for your consideration and approval is the attached Memorandum addressed to all NFA officials and employees regarding the Amendment to the Existing NFA PBB Guidelines.

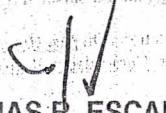

ATTY. ANNA KARINA A. CORONEL
Department Manager III, HRMD



RECOMMENDING APPROVAL:


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