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

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March 24, 2022

**ELPIDIO J. VEGA**

Government Corporate Counsel  
Office of the Government Corporate Counsel  
3<sup>rd</sup> Floor, MWSS Administration Building,  
Katipunan Ave., Balara, Quezon City

ATTENTION:                    Marc Alexis M. Arabe  
    PBB Focal Person

Dear Government Corporate Counsel Vega:

We are pleased to inform you that the **Office of the Government Corporate Counsel (OGCC)** is **ELIGIBLE** for the grant of Performance-Based Bonus (PBB) for Fiscal Year 2020. However, since the OGCC failed to comply with the undertaking of Early Procurement for at least 50% of goods and services, the unit/s or person/s responsible for the abovementioned requirements should be isolated and excluded from the FY 2020 PBB ranking. The summary of the final IATF assessment result is attached.

More than the incentive, we hope that the PBB has significantly contributed to your agency's organizational and employee performance, leading to concrete and visible improvements in the delivery of goods and services to the public. To complete the PBB process, may we remind the publication of the **FY 2020 Agency Scorecard** in the OGCC website or official publication. Please coordinate with the AO25 Technical Secretariat for the finalization of the said report cards.

Furthermore, please be informed that the criteria and conditions for the grant of the FY 2021 PBB have been improved to strengthen the effectiveness of the incentives system in helping agencies achieve the mission-critical objectives and expected outcomes of the government. These improvements aim to measure and evaluate agency performance with emphasis on the public's satisfaction on the realization of the agencies' performance targets, quality of service delivery, efficiency in the use of resources, and strengthened agency stewardship.

Again, we commend the OGCC management, faculty and staff, and wish you all safety.

Thank you very much for your usual support.

Sincerely yours,

**KIM ROBERT C. DE LEON**

Undersecretary, DBM  
Chairperson, AO25 IATF and AO25 Technical Working Group



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<b>Eligibility Requirements</b>	<b>Final Assessment</b>
<b>2020 Good Governance Conditions</b>	
1. Transparency Seal	● Compliant
2. PhilGEPS Posting	● Compliant
3. Citizen's or Service Charter	● Compliant
<b>2020 Physical Target</b>	
4. Streamlining and Process Improvement of Agency Services	<p>Met the streamlining and process improvement requirement for FY 2020 PBB.</p> <ul style="list-style-type: none"> <li>● The OGCC reported streamlining efforts for three (3) out of its five (5) services declared in its Citizen's Charter. The OGCC did not submit streamlining efforts for the Mediation and Arbitration and the Supervision and Control of GOCC Legal Departments.</li> <li>● The OGCC explained that PD242 governs the Mediation and Arbitration service. The OGCC also said that the OGCC exercises Supervision and Control over GOCC Legal Departments through the requests for Contract Reviews and Legal Opinions.</li> <li>● The AO25 Composite Team only reviewed the following OGCC services:               <ol style="list-style-type: none"> <li>1. Contract Review</li> <li>2. Legal Opinion</li> <li>3. Litigation</li> </ol> </li> <li>● The OGCC is encouraged to follow the ARTA's prescribed manner in writing services a Citizen's Charter. The agency is also encouraged to follow the ARTA's prescribed content of the Citizen's Charter as indicated in the ARTA MC 2019-002.</li> <li>● The OGCC is also encouraged to periodically update its Citizen's Charter to reflect necessary revisions and changes. This will help improve its services and enable the agency to perform its mandates effectively.</li> <li>● The OGCC maintained the number of steps, turnaround time, number of signatures, and required documents in most of its services.</li> </ul>



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	<ul style="list-style-type: none"> <li>● The OGCC received a Very Satisfactory rating from clients who availed of its services. The OGCC explained that the agency continuously encourages its clients to accomplish the Client Satisfaction Survey to receive feedback on the provided services.</li> <li>● The OGCC is recommended to observe the procedures in conducting the Citizen/Client Satisfaction Survey (CCSS) according to the updated Annex 4 of MC 2021.</li> <li>● The OGCC did not report any digitization initiatives implemented in FY 2020. The agency also did not submit any agency best practices.</li> <li>● The OGCC is encouraged to digitize its processes, develop online systems, and transform critical services from manual to contactless transactions for faster and more efficient public service delivery.</li> <li>● The agency is also recommended to refer to ARTA MC No. 2020-06 Series of 2020 for more information on digitization initiatives on permits and licenses under the “new normal.”</li> </ul>
5. Compliance of agencies under priority sectors concerned with Program NEHEMIA commitments	<ul style="list-style-type: none"> <li>● Not applicable</li> </ul>
<b>2020 STO and GASS Requirements</b>	
6. QMS Requirement	<ul style="list-style-type: none"> <li>● Compliant</li> </ul>
7. Submission of FY 2020 APP non-CSE	<ul style="list-style-type: none"> <li>● Compliant</li> </ul>
8. Posting of Indicative FY 2021 APP non-CSE	<ul style="list-style-type: none"> <li>● Compliant</li> </ul>
9. Submission of FY 2021 APP-CSE	<ul style="list-style-type: none"> <li>● Compliant</li> </ul>
10. The undertaking of Early Procurement for at least 50% of goods and services	<ul style="list-style-type: none"> <li>● Non-compliant</li> </ul>
11. Submission of FY 2019 APCPI	<ul style="list-style-type: none"> <li>● Compliant</li> </ul>
12. Compliance with at least 30% of Prior Years' Audit Recommendations	<ul style="list-style-type: none"> <li>● Compliant</li> </ul>



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13. Budget Utilization Rate (BUR)	<ul style="list-style-type: none"> <li>● <b>Met</b> the 90% target for <b>Obligations BUR</b> under GASS. The actual accomplishment was <b>90.76%</b> based on the DBM BMB-D report dated 3/30/2021.</li> <li>● <b>Did not meet</b> the 85% target for <b>Disbursements BUR</b> under GASS. The actual accomplishment was <b>82.16%</b> based on the DBM BMB-D report dated 3/30/2021.</li> <li>● The DBM BMB-D considered the justifications provided by the OGCC for not meeting its targets for the <b>Disbursements BUR</b> to be due to <b>uncontrollable factors</b> based on the DBM BMB-D report dated 3/30/2021.</li> </ul>
<b>2020 Other Cross-Cutting Requirements</b>	
14. Posting of Agency Review and Compliance Procedure of Statements and Financial Disclosures	<ul style="list-style-type: none"> <li>● Compliant</li> </ul>
15. FOI Compliance	<ul style="list-style-type: none"> <li>● Compliant</li> </ul>
16. Posting of Agency's System of Ranking Delivery Units	<ul style="list-style-type: none"> <li>● Compliant</li> </ul>
<b>OVERALL ASSESSMENT</b>	<ul style="list-style-type: none"> <li>● Based on the validation results, the OGCC is <b>eligible</b> for the grant of FY 2020 PBB. However, the unit/s or person/s responsible for the non-compliance with the <b>undertaking of Early Procurement for at least 50% of goods and services</b> should be <b>isolated and excluded</b> from the FY 2020 PBB ranking.</li> </ul>