



29 August 2023

**ATTY. FELIX S. RACADIO**  
*Acting Chairperson and President and CEO (PCEO)*  
**PORO POINT MANAGEMENT CORPORATION (PPMC)**  
 Gov. Joaquin L. Ortega Avenue  
 San Fernando City, La Union

**RE : VALIDATION RESULT OF THE 2022  
PERFORMANCE SCORECARD OF PPMC**

Dear Acting Chairperson and PCEO Racadio,

We respectfully furnish you with the PPMC's 2022 Performance Scorecard (*Annex A*), where PPMC obtained an overall score of **52.45%**.

**ATTY. MARIUS P. CORPUS**  
*Chairperson*

**ATTY. BRIAN KEITH F. HOSAKA**  
*Commissioner*

**ATTY. GERALDINE MARIE  
 BERBERABE-MARTINEZ**  
*Commissioner*

PPMC  
 OFFICE OF THE PRESIDENT AND CEO  
 8/27/2023 TIME: 5:21PM  
 RECEIVED BY: V.C.V. Pelaw

cc: Resident COA Auditor – PPMC

*Sept. 7/2023*  
*Pl. endorse flow to Ms. V. C. V. Pelaw*

**PORO POINT MANAGEMENT CORPORATION (PPMC)  
Validation of 2022 Performance Scorecard**

| Objective/Measure | Component  |                       |               |                                | PPMC Submission  |   | GCG Validation |                     | Supporting Documents | Remarks  |  |
|-------------------|--|-----------------------|---------------|--------------------------------|--|---|----------------|---------------------|----------------------|--|--|
|                   | Formula  | Weight                | Rating System | Target                         | Actual   | Rating  | Actual         | Rating              |                      |  |  |
| <b>SO 1</b>       | <b>Increased Economic Activity Within the Poro Point Freeport Zone</b> |                       |               |                                |  |   |                |                     |                      |  |  |
| SM 1              | Number of New Locators and Developmental Projects Signed               | Actual Accomplishment | 10%           | All or Nothing per Deliverable | 1. Two (2) Locators (1 Baywalk Locator and 1 Mixed-Use Area or Airport Locator)<br>2. Signed Contract/ Agreement for the Lease of the New Aviation Fuel Shed | 1. One (1) Locator – La Elle Group Food & Beverage Incorporated<br>2. Usage of the Aviation Fuel Shed Room by AAG International Center for Aviation Training Corporation (AICAT)<br>3. Developmental Project:<br>a. Completion of the Tri-City Ferry System Project Preparation Study (PPS)<br>b. Activation of the PPFZ Seaport as a Crew Change | 10%            | One (1) New Locator | 3.33%                | Contract Lease Between PPMC and La Elle Group Food & Beverages Incorporated<br><br>Justifications for the Lease of New Aviation Fuel Shed<br><br>Letter Correspondence Between PPMC and AICAT<br><br>Letter of PPMC to the Office of the President Clarifying the Provisions in Memorandum Circular No. 3<br><br>Copies of Statements of Account | Target not met.<br><br>Upon careful and thorough review of the justifications presented by the PPMC, the Governance Commission hereby <u>DENIES</u> the request for the revision of the annual target. |

SOCIAL IMPACT

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| Component         |         |        |               |        | PPMC Submission  |        | GCG Validation |        | Supporting Documents   | Remarks |
|-------------------|---------|--------|---------------|--------|--|--------|----------------|--------|--|---------|
| Objective/Measure | Formula | Weight | Rating System | Target | Actual   | Rating | Actual         | Rating |  |         |
|                   |         |        |               |        | Hub in the Philippines and Establishment of a One-Stop Shop for Crew Change Hub in the Port of Poro Point (La Union) |        |                |        | Copies of Official Receipts for the Fuel Shed Rental Fees Paid by AICAT<br><br>Justifications for the Request to Replace the Target<br><br>Final Report on Project Preparation Study for the Tri-City Ferry System Project<br><br>Department of Transportation (DOTr) Presentation for the Activation of the Poro Point as Crew Change Hub |         |

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| Objective/Measure |  | Component       |        |                            |                 | PPMC Submission |        | GCG Validation |        | Supporting Documents  | Remarks  |
|-------------------|--|-----------------|--------|----------------------------|-----------------|-----------------|--------|----------------|--------|---|--|
|                   |  | Formula         | Weight | Rating System              | Target          | Actual          | Rating | Actual         | Rating |   |  |
| SM 2              | Actual Investment in the Poro Point Freeport Zone (PPFZ) | Absolute Amount | 10%    | (Actual / Target) x Weight | ₱77.687 Million | ₱563.78 Million | 10%    | ₱9,516,883.30  | 1.23%  | Contract Agreements<br>Notices to Proceed<br>Notices of Award<br>Statements of Work Accomplished<br>Certificates of Completion<br>Disbursement Vouchers<br>Official Receipts<br>Letter from Bases Conversion and Development Authority (BCDA) on the Release of Funds | Target not met.<br>The Governance Commission referred to the actual disbursed amount for the following projects:<br><ul style="list-style-type: none"> <li>• Construction of San Fernando Airport Runway Slope Protection (₱4.65 Million); and</li> <li>• Construction of Additional Drainage at the San Juan Fernando Airport (₱4.87 Million).</li> </ul> |

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| Objective/Measure |  | Component   |            |                              | PPMC Submission         |                 | GCG Validation |                                 | Supporting Documents | Remarks  |   |
|-------------------|--|---|------------|------------------------------|-------------------------|-----------------|----------------|---------------------------------|----------------------|--|---|
|                   |  | Formula   | Weight     | Rating System                | Target                  | Actual          | Rating         | Actual                          |                      |  | Rating  |
| SM 3              | Number of Jobs Generated                                       | Total Number of Jobs Generated for the Year or 12 Months  | 5%         | <u>Actual Accomplishment</u> | Establish Baseline Data | 1,907           | 5%             | Baseline Data Established (878) | 5%                   | Certifications or Reports on Employment Issued by the Locators | Target met.<br><br>Considering the target of the measure, the Governance Commission revised the rating system formula from "(Actual / Target) x Weight" to "Actual Accomplishment". |
| <b>Sub-total</b>  |  |   | <b>25%</b> |                              |                         |                 | <b>25%</b>     |                                 | <b>9.56%</b>         |  |   |
| <b>SO 2</b>       | <b>Increase Operating Profitability</b>                        |   |            |                              |                         |                 |                |                                 |                      |  |   |
| SM 4              | Actual Zone Revenue  | Absolute Number   | 10%        | (Actual / Target) x Weight   | ₱102.13 Million         | ₱101,404,433.47 | 9.94%          | ₱101,404,433.47                 | 9.93%                | 2022 Commission on Audit (COA) Annual Audit Report (AAR)       | Target not met.   |
| SM 5a             | Airport Revenue Collection Effectiveness Index                 | (Beginning Receivables + Monthly Credit Sales – End Total Receivables) / (Beginning Receivables + Monthly Credit Sales – End Current Receivables) x 100 | 2.5%       | (Actual / Target) x Weight   | 90%                     | 65.32%          | 1.81%          | 65.32%                          | 1.81%                | Computation of Airport Fees Collection Effectiveness Index     | Target not met.   |
| SM 5b             | Seaport (Soiltech Pier) Revenue Collection Effectiveness Index | (Beginning Receivables + Monthly Credit Sales – End Current Receivables) x 100  | 2.5%       | (Actual / Target) x Weight   | 80%                     | 100%            | 2.5%           | Cannot Be Validated             | 0%                   | Computation of Seaport Revenue Collection Effectiveness Index  | Review of the submitted Computation of Seaport Revenue Collection Effectiveness Index showed that there is no 'Beginning  |

FINANCIAL

| Component         |                                    |   |               |                            | PPMC Submission |        | GCG Validation |        | Supporting Documents | Remarks  |   |
|-------------------|------------------------------------|---|---------------|----------------------------|-----------------|--------|----------------|--------|----------------------|--|---|
| Objective/Measure | Formula                            | Weight  | Rating System | Target                     | Actual          | Rating | Actual         | Rating |                      |  |   |
|                   |                                    |   |               |                            |                 |        |                |        |                      | Receivables' in the computation of the PPMC. The Governance Commission requested for additional documents and justifications on the computation, which was not submitted by the PPMC. Therefore, the Governance Commission could not objectively validate the reported accomplishment. |   |
| SM 6              | Zone Revenue Collection Efficiency | Actual Collection / Projected Total Zone Revenue for the Year | 5%            | (Actual / Target) x Weight | 100%            | 87.72% | 4.4%           | 83.39% | 4.17%                | Summary of Zone Revenue Collection Efficiency<br><br>2022 COA Annual Audit Report  | Target not met.<br><br>The validated accomplishment is computed based on actual collections amounting to ₱85,168,888.17 and the 2022 projected total zone revenue of ₱102,138,696.39. |

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| Objective/Measure |   | Component  |            |                                |   | PPMC Submission  |               | GCG Validation   |               | Supporting Documents  | Remarks   |
|-------------------|---|--|------------|--------------------------------|---|--|---------------|--|---------------|---|---|
|                   |   | Formula  | Weight     | Rating System                  | Target  | Actual   | Rating        | Actual   | Rating        |   |   |
| SM 7              | Disbursement Budget Utilization Rate      | Total Disbursements / BCDA-Approved Corporate Operating Budget (Both Net of PS Cost) | 5%         | (Actual / Target) x Weight     | 90%   | 82%  | 4.55%         | 30.67%   | 1.70%         | BCDA-Approved 2022 Corporate Operating Budget (COB)<br>2022 COA Annual Audit Report<br>Budget Utilization Report<br>Statement of Appropriation, Allocation, Obligation, Disbursement and Balances | Target not met.<br><br>The validated accomplishment is computed based on total disbursements amounting to ₱85,168,888.17 and the adjusted 2022 budget of ₱49,512,177.00.<br><br>It should be noted that the validated accomplishment considered the request of the PPMC to exclude infrastructure projects that were not bid out in 2022. |
|                   |   | <b>Sub-total</b>   | <b>25%</b> |                                |   |  | <b>23.20%</b> |  | <b>17.61%</b> |   |   |
| <b>SO 3</b>       |   | <b>Improved Business Environment</b>   |            |                                |   |  |               |  |               |   |   |
| SM 8              | Implementation of Infrastructure Projects | All or Nothing per Deliverable   | 10%        | All or Nothing per Deliverable | 1. <u>Complete 100% Implementation of the Following Projects:</u><br>a. <u>Construction of San Fernando Airport Runway Slope Protection</u> | 1. Completed 100% Implementation of the Construction of Additional Drainage at the San Fernando Airport<br>2. Completed the Public Bidding and | 2.86%         | 100% Completion of the Construction of Additional Drainage at the San Fernando Airport | 3.33%         | Internal Certificate of Completion and Preliminary Acceptance, and Statement of Work Accomplished for the Construction of Additional  | Target not met.<br><br>Considering that the completion of four (4) of the targeted deliverables were due to factors beyond the control of the PPMC, the Governance Commission hereby <b>GRANTS</b> the  |

| Component         |         | PPMC Submission |               |   | GCG Validation  |        | Supporting Documents | Remarks |   |  |
|-------------------|---------|-----------------|---------------|---|---|--------|----------------------|---------|---|--|
| Objective/Measure | Formula | Weight          | Rating System | Target  | Actual  | Rating |                      |         | Actual  | Rating   |
|                   |         |                 |               | b. <u>Construction of Additional Drainage at the San Fernando Airport</u><br>2. <u>Complete Public Bidding and Award of the Following Project:</u><br>a. <u>Construction of Covered Parking and Extension of Fire Station Roofing</u> | Award of the Construction of Covered Parking and Extension of Fire Station Roofing<br>3. Ongoing Implementation of the Construction of San Fernando Airport Runway Slope Protection |        |                      |         | Drainage at the San Fernando Airport<br><br>Bids and Awards Committee (BAC) Resolution Declaring the Failure of Public Bidding of the Contract for the Improvement of Crash Fire Gate with Access Road<br><br>Notice of Award, Notice to Proceed, and Contract for the Construction of Poro Point Baywalk Structure (Alfresco Restaurant)<br><br>Notice of Award, Notice to Proceed, and Contract for | request of the corporation to exclude the Construction of Ferry Port Terminal, Construction of Poro Point Baywalk Structure, Improvement of the Crash Fire Gate with Access Road, and PPFZ Water Connectivity Project as part of the targets for the year. |

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| INTERNAL PROCESS | Component         |  |  |               |   | PPMC Submission |        | GCG Validation |        | Supporting Documents   | Remarks  |   |
|------------------|-------------------|--|--|---------------|---|-----------------|--------|----------------|--------|--|--|---|
|                  | Objective/Measure | Formula  | Weight   | Rating System | Target  | Actual          | Rating | Actual         | Rating |  |  |   |
|                  |                   |  |  |               |   |                 |        |                |        | the Construction of Covered Parking and Extension of Fire Station Roofing<br><br>BCDA-Approved 2023 Corporate Operating Budget for PPFZ Water Connectivity (Interim) Project |  |   |
|                  | <b>SO 4</b>       | <b>Achieved Stakeholders Satisfaction</b>                          |  |               |   |                 |        |                |        |  |  |   |
|                  | SM 9              | Percentage of Satisfied Customers                                  | Total Number of Respondents Who Gave a Rating of At Least Satisfactory / Total Number of Respondents | 10%           | (Actual / Target) x Weight<br>0% = If Less Than 80% | 90%             | 86.04% | 9.56%          | 86.04% | 9.56%  | Final Customer Satisfaction Survey (CSS) Report            | Target not met.   |
|                  |                   |  | <b>Sub-total</b>   | <b>20%</b>    |   |                 |        | <b>12.42%</b>  |        | <b>12.89%</b>  |  |   |
|                  | <b>SO 5</b>       | <b>Streamline Services Provided</b>                                |  |               |   |                 |        |                |        |  |  |   |
|                  | SM 10             | Percentage of Requests Processed Within Applicable Processing Time | Total Number of Requests Processed Within Applicable Processing                                      | 10%           | (Actual / Target) x Weight                          | 100%            | 99.31% | 9.93%          | 23.90% | 2.39%  | PPMC Citizen's Charter<br><br>Summary of Permits Processed | Target not met.<br><br>The details of the validation provided in <b>Appendix 1.</b> |

| Objective/Measure | Component   |                       |               |                           | PPMC Submission                                      |                                  | GCG Validation |  | Supporting Documents   | Remarks   |  |
|-------------------|---|-----------------------|---------------|---------------------------|--|----------------------------------|----------------|--|--|---|--|
|                   | Formula   | Weight                | Rating System | Target                    | Actual   | Rating                           | Actual         | Rating                                 |  |   |  |
|                   | Time <sup>1</sup> / Total Number of Requests Processed in the Year                      |                       |               |                           |  |                                  |                |  | Receiving Copies of the Complete Requirements for the Application<br><br>Copies of Certificates Issued<br><br>Routing Slips and Operations Logbook |   |  |
| <b>Sub-total</b>  |   | <b>10%</b>            |               |                           |  | <b>9.93%</b>                     |                | <b>2.39%</b>                           |  |   |  |
| <b>SO 6</b>       | <b>Institutionalize a Quality Management System and Environmental Management System</b> |                       |               |                           |  |                                  |                |  |  |   |  |
| SM 11             | Attain ISO Certification  | Actual Accomplishment | 5%            | Passed Surveillance Audit | ISO 9001:2015 Re-Certification Retained              | Passed the Re-Surveillance Audit | 5%             | ISO 9001:2015 Certification Maintained | 5%   | Audit Report  | Target met.  |
| SM 12             | Establishment of Environmental Management System (EMS) Certifiable to ISO 14001:2015    | Actual Accomplishment | 5%            | All or Nothing            | Complete EMS Documentation and Readiness Certificate | Completed EMS Documentation      | 0%             | Readiness Certificate was not Attained | 0%   | Documentation of EMS Procedures<br><br>Integrated Manual for EMS<br><br>Chronology of Events and Justifications | Target not met.<br><br>The request of the PPMC to exclude the measure in the 2022 Performance Scorecard is <b>DENIED</b> . The delay in the readiness assessment of the corporation was due to the |

LEARNING AND GROWTH

<sup>1</sup> Applicable processing time based on PPMC's compliance with Republic Act No. 11032 as reflected in the Citizen's Charter.

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| Component   |   |                              |               |                | PPMC Submission                                   |  | GCG Validation |                                 | Supporting Documents                   | Remarks  |  |
|---|---|------------------------------|---------------|----------------|---|--|----------------|---------------------------------|--|--|--|
| Objective/Measure                                       | Formula   | Weight                       | Rating System | Target         | Actual  | Rating   | Actual         | Rating                          |  |  |  |
|   |   |                              |               |                |   |  |                |                                 | on Conducting the Readiness Assessment | deferral of the PPMC of the commencement of the readiness assessment.  |  |
| <b>SO 7 Develop a Competent and Motivated Workforce</b> |   |                              |               |                |   |  |                |                                 |  |  |  |
| SM 13   | Percentage of Employees Meeting Required Competencies | <u>Actual Accomplishment</u> | 5%            | All or Nothing | <u>Establish Competency Baseline</u> <sup>2</sup> | Established Competency Baseline of 0.39 or 39% | 5%             | Competency Baseline Established | 5%                                     | Competency Assessment Report<br><br>Summary of Results on the Competency Assessment per Employee<br><br>Competency Framework | Target met.<br><br>Considering that the PPMC was unable to establish the competency baseline of the organization in 2021, the Governance Commission hereby GRANTS the request of PPMC for the revision of target. The Governance Commission likewise adjusted the formula from "Competency Baseline 2022 - Competency Baseline 2021" to "Actual Accomplishment". |

<sup>2</sup> Competency Assessment should be conducted for all employees including new hires. The competency baseline of the organization shall pertain to the average percentage of required competencies met which can be computed using the formula:  $\frac{\sum_{b=1}^B \frac{\sum_{a=1}^A (\text{Actual Competency Level})_b}{A}}{B}$  where a = Competency required. A = Total number of competencies required of position, b = Personnel profiled, B = Total number of personnel profiled.

| Objective/Measure |   | Component             |             |                |  | PPMC Submission   |              | GCG Validation  |               | Supporting Documents  | Remarks   |
|-------------------|---|-----------------------|-------------|----------------|--|---|--------------|---|---------------|---|---|
|                   |   | Formula               | Weight      | Rating System  | Target   | Actual  | Rating       | Actual  | Rating        |   |   |
| <b>SO 8</b>       | <b>Automate Key Processes</b>                       |                       |             |                |  |   |              |   |               |   |   |
| SM 14             | Implementation of IT-Based System for Key Processes | Actual Accomplishment | 2.5%        | All or Nothing | Permit and License System  | Permit and License System Not Developed                   | 0%           | Permit and License System Not Developed and Implemented     | 0%            | Photo of Sample Design of the System  | Target not met.   |
|                   |   | Actual Accomplishment | 2.5%        | All or Nothing | Submission of PPMC ISSP for 2023-2027 to DICT (With Acknowledgement Receipt from the DICT) | 2023-2027 ISSP Submitted to DICT and Acknowledged by DICT | 2.5%         | 2023-2027 ISSP as Submitted to and Acknowledged by the DICT | 0%            | Letter of PPMC to DICT Submitting the 2023-2027 ISSP<br><br>Copy of 2023-2027 ISSP<br><br>Acknowledgment Letter from DICT dated 06 January 2023<br><br>Secretary's Certificate Approving the 2023-2027 ISSP | Target not met.<br><br>Based on the review of the submitted Acknowledgement Letter from DICT, the PPMC submitted the 2023-2027 ISSP to DICT on 06 January 2023, which is beyond the performance year being evaluated. |
|                   |   | <b>Sub-total</b>      | <b>20%</b>  |                |  |   | <b>12.5%</b> |   | <b>10%</b>    |   |   |
|                   |   | <b>TOTAL</b>          | <b>100%</b> |                |  | <b>83.05% out of 89.29%</b><br><b>93.01% out of 100%</b>  |              |   | <b>52.45%</b> |   |   |

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## VALIDATION OF SM 10: PERCENTAGE OF REQUESTS PROCESSED WITHIN APPLICABLE PROCESSING TIME

| Process/Service   | Applicable Processing Time | # of Applications Received | # of Applications Processed within TAT | % of Applications Processed Within TAT | Remarks  |
|---|----------------------------|----------------------------|--|--|--|
| Renewal of Existing Certificate   | 2 Days & 4 Hours           | 6                          | 3                                      | 50.00%                                 |  |
| Granting of New and Renewal of Existing Certificate or Accreditation or Permit to Operate | 4 Hours                    | 40                         | 34                                     | 85.00%                                 |  |
| Issuance of Permit to Bring-In Local Articles   | 15 Minutes                 | 1,323                      | 0                                      | 0.00%                                  | Cannot Be Validated<br>The PPMC did not submit the source documents. |
| Issuance of Permit to Bring-In Imported Articles  | 1 Day                      | 13                         | 0                                      | 0.00%                                  | Cannot Be Validated<br>The PPMC did not submit the source documents. |
| Issuance of Permit to Bring-Out Local Articles  | 1 Day                      | 4                          | 0                                      | 0.00%                                  | Cannot Be Validated<br>The PPMC did not submit the source documents. |
| Issuance of Permit to Bring-Out Imported Articles   | 1 Day                      | 2                          | 0                                      | 0.00%                                  | Cannot Be Validated<br>The PPMC did not submit the source documents. |
| Issuance of Import Permit   | 1 Day                      | 26                         | 0                                      | 0.00%                                  | Cannot Be Validated<br>The PPMC did not submit the source documents. |
| Issuance of Gate Pass   | 25 Minutes                 | 635                        | 0                                      | 0.00%                                  | Cannot Be Validated<br>The PPMC did not submit the source documents. |

| Process/Service   | Applicable Processing Time    | # of Applications Received | # of Applications Processed within TAT | % of Applications Processed Within TAT | Remarks   |
|---|-------------------------------|----------------------------|--|--|---|
| Approval of Request for Extension of Operating Hours        | 30 Minutes                    | 54                         | 0                                      | 0.00%                                  | Cannot Be Validated<br>Some of the sampled request forms were not signed/approved by the Approving Authority. Majority of the sampled requests did not have proof that the client was notified of the approved request. |
| Approval of Request to Enter Vehicle Airside                | 5 Minutes                     | 614                        | 614                                    | 100.00%                                |   |
| Issuance of Building Permit                                 | 10 Days, 2 Hours & 10 Minutes | 6                          | 0                                      | 0.00%                                  | Cannot Be Validated<br>All applications were processed beyond the applicable processing time.   |
| Issuance of Occupancy Permit                                | 14 Days, 1 Hour & 20 Minutes  | 1                          | 0                                      | 0.00%                                  | Cannot Be Validated<br>All applications were processed beyond the applicable processing time.   |
| Application for Berthing/Anchorage Permit (Vessel Entrance) | 4 Hours & 30 Minutes          | 21                         | 0                                      | 0.00%                                  | Cannot Be Validated<br>The PPMC did not submit the source documents.  |
| Application for Undocking Permit (Vessel Departure)         | 3 Hours & 20 Minutes          | 21                         | 10                                     | 47.62%                                 |   |
| <b>TOTAL</b>  |                               | <b>2,766</b>               | <b>661</b>                             | <b>23.90%</b>                          |   |

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