



12 March 2021

ATTY. FELIX S. RACADIO

President and CEO (PCEO)

PORO POINT MANAGEMENT CORPORATION (PPMC)

Gov. Joaquin L. Ortega Ave., San Fernando City,
2500 La Union

**RE : TRANSMITTAL OF THE RECALIBRATED
2020 PERFORMANCE SCORECARD**

Dear PCEO Racadio:

This is to formally transmit the Recalibrated 2020 Performance Scorecard (**Annex A**) of PPMC. The same is to be posted in PPMC's website, in accordance with Section 43 of GCG Memorandum Circular No. 2012-07¹.

The PPMC Recalibrated Performance Scorecard submitted through letter dated 28 September 2020² was reviewed and evaluated in view of the circumstances brought about by the COVID-19 pandemic, and in accordance with the residual authority of the Governance Commission as stated in GCG M.C. No. 2017-02³. Note that in the Notice to All GCG Stakeholders dated 04 September 2020, the targets, weights, and rating scales pertaining to Employees Meeting Required Competencies shall be retained.

In a letter dated 07 December 2020⁴, PPMC submitted "*additional measures and targets that need to be recalibrated*". Please be informed that additional requests for further modifications in the previously submitted proposed recalibration of 2020 Performance Scorecard may be presented and discussed during the validation of the annual accomplishment of PPMC.

In view of the foregoing, PPMC is directed to submit an updated 4th Quarter Monitoring Report, based on the Recalibrated 2020 Performance Scorecard, **within thirty (30) days** from receipt of this letter.

FOR PPMC'S INFORMATION AND GUIDANCE.

Very truly yours,

cc: **COA Resident Auditor - PPMC**

¹ Code of Corporate Governance for GOCCs dated 28 November 2012.

² Officially received by the Governance Commission on 29 September 2020.

³ INTERIM PERFORMANCE EVALUATION SYSTEM (PES) FOR THE GOCC SECTOR, dated 30 June 2017.

⁴ Officially received by the Governance Commission on 10 December 2020.

**PORO POINT MANAGEMENT CORPORATION (PPMC)
Recalibrated 2020 Performance Scorecard**

| Component | | | | Baseline Data | | Target | | | |
|----------------------|-------------|---|---|---------------|--------------------------|--|-----------------------------------|-------------------------|---|
| Objective/Measure | Formula | Weight | Rating Scale | 2017 | 2018 | 2019 | 2020 | | |
| SOCIAL IMPACT | SO 1 | Increased Economic Activity within the Poro Point Freeport Zone and Be One of the Best Marine Sanctuaries in the Country | | | | | | | |
| | SM 1 | <u>Developmental Projects:</u> a. <u>Seaport</u> b. <u>Airport</u> | <u>Total Number of Projects Milestones Accomplished/Target Project Milestone</u> | 10% | (Actual/Target) x Weight | N/A | N/A | N/A | 1. Approval of the PPMC Board of the Commercialization of the Soiltech Private Pier to Encourage more seaport operation and generate more revenue for PPMC. 2. Signed Contract of Lease with JS Union Oils and Trading Inc. (New Area and Renewal) |
| | SM 2 | Actual Investment in the Poro Point Freeport Zone (PPFZ) | Absolute amount | 10% | (Actual/Target) x Weight | Additional ₱974 Million (Total: ₱3.42 Billion) | Insufficient Supporting Documents | Additional ₱450 Million | Additional ₱120 Million ¹ |
| | SM 3 | Percentage of Locators Complied with Employment Commitment (Includes Existing) ² | Actual number of locators complied with employment commitment / Total number of locators with employment commitment | 0% | N/A | 100% | 100% | 100% | 100% |
| | SM 4 | Implementation of Roadmap to Develop | Actual Accomplishment | 5% | All or Nothing | N/A | N/A | N/A | Board-approved Roadmap for the |

¹ To include investment in PPFZ: Six (6) CAPEX Projects and DPWH Road Projects.

² PPMC requested to retain the measure for monitoring purposes only, since employment generation within the PPFZ are also monitored by the LGUs through PPMC.

| Component | | | | | Baseline Data | | Target | | |
|-------------------------------|--------------------------------|---|--|--------------|--------------------------|-----------------|----------------|---|--|
| Objective/Measure | | Formula | Weight | Rating Scale | 2017 | 2018 | 2019 | 2020 | |
| | the PPFZ as a Marine Sanctuary | | | | | | | Development of PPFZ as a Marine Sanctuary | |
| Sub-total | | | 25% | | | | | | |
| FINANCIAL | SO 2 | Increased Operating Profitability | | | | | | | |
| | SM 5 | Actual Zone Revenue | Absolute number | 10% | (Actual/Target) x Weight | ₱101.25 Million | ₱94.96 Million | ₱116.8 Million ³ | <u>₱87.68 Million</u> |
| | SM 6 | <u>Zone Revenues Collection Effectiveness Index</u> | <u>(Total Collections for the current year / Total Zone Revenues for the current year) x 100</u> | 10% | (Actual/Target) x Weight | N/A | 20.99% | 90% | 90% |
| | Sub-total | | | 20% | | | | | |
| CUSTOMER / STAKEHOLDER | SO 3 | Improved Business Environment | | | | | | | |
| | SM 7 | Implementation of Infrastructure and Development Projects | Actual number of projects completed / Total number of projects | 10% | All or Nothing | N/A | N/A | 100% | Completed 100% of the <u>Implementation of the Contract for the Construction of Various Infrastructure Projects within the Poro Point Freeport Zone:</u> 1. <u>Construction of Drainage at the Poro Point Baywalk Commercial Strip</u> 2. <u>Construction of San Fernando Airport Fuel Shed</u> 3. <u>Rehabilitation of the CAAP Quarters with Proposed Expansion</u> |

³ Includes ₱8.9 Million from the contract with the Philippine Coast Guard (PCG) involving the lighthouse property. If contract with PCG does not pursue in 2019, target will be revised.

| Component | | | | | Baseline Data | | Target | | |
|-------------------------|--|--|---|--|--------------------------|--|--|------|------|
| Objective/Measure | Formula | Weight | Rating Scale | 2017 | 2018 | 2019 | 2020 | | |
| | | | | | | 6. San Fernando Airport Fuel Shed | 4. Application of Asphalt Sealant for the San Fernando Airport Runway 5. Relocation and Construction of PNP AVSEG Office and Quarters 6. Construction of San Fernando Airport Access Road for Leasable Areas | | |
| SO 4 | Achieve Stakeholders Satisfaction | | | | | | | | |
| SM 8 | 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 <i>0% = If less than 80%</i> | 83.87% | 91.18% of the respondents gave a rating of Highly Satisfied and Very Highly Satisfied (31 out of 34) | 90% | 90% | |
| | Sub-total | | 20% | | | | | | |
| INTERNAL PROCESS | SO 5 | Streamline Services Provided | | | | | | | |
| | SM 9 | Percentage of Requests Processed within Applicable Processing Time ⁴ | Total number of requests processed within applicable processing time / Total number of requests processed in the year | 15% | (Actual/Target) x Weight | 94.23% of requests processed within the applicable time | 88.64% (39 out of 44 applications processed on time) | 100% | 100% |
| | | Sub-total | | 15% | | | | | |

⁴ Permits under the Citizens Charter of PPMC. Applicable time should be in compliance with Republic Act No. 11032 otherwise known as the Ease of Doing Business and Efficient Government Service Delivery Act of 2018.

| Component | | | | | Baseline Data | | Target | | |
|---|-------------|--|------------------------------|-----------|----------------|---|---|--|---|
| Objective/Measure | Formula | Weight | Rating Scale | 2017 | 2018 | 2019 | 2020 | | |
| ORGANIZATION / LEARNING AND GROWTH | SO 6 | Institutionalize a Quality and Environmental Management System | | | | | | | |
| | SM 10 | Maintain ISO Certification | Actual accomplishment | 5% | All or Nothing | Readiness for ISO 9001:2015 Certification | ISO 9001:2015 Certified | ISO 9001:2015 Certification Retained | ISO 9001:2015 Certification Retained |
| | SM 11 | Establishment of Environmental Management System Certifiable to ISO 14001:2015 | Actual accomplishment | 5% | All or Nothing | N/A | N/A | Preparation of Documents for the Gap Assessment for the ISO 14001 in 2020 | <u>PPMC Board Approved Terms of Reference (TOR) for Consulting Services for EMS Training</u> |
| | SM 12 | <i>Attain Aerodrome Registration⁵</i> | <i>Actual accomplishment</i> | <i>0%</i> | <i>N/A</i> | <i>N/A</i> | <i>N/A</i> | <i>Compliance with CAAP standards in managing PPMC's airport</i> | <i>Compliance with CAAP Standards in managing PPMC's Airport - 20% compliance with the latest CAAP Audit Findings</i> |
| | SO 7 | Develop a Competent and Motivated Workforce | | | | | | | |
| | SM 13 | Percentage of Employees Meeting Required Competencies | Actual accomplishment | 5% | All or Nothing | Established Organizational Baseline of 4.06 out of 5.00 | Percentage of employees declined from 98% in 2017 to 96% in 2018. | Development of Competency Model with the submission of the following: 1. Competency Catalogue | Establish Competency Baseline ⁶ |

⁵ This measure is for monitoring purposes only; thus, no weight has been assigned.

⁶ The competency baseline of the organization shall pertain to the average percentage of required competencies met which can be computed using the following formula:

$$\frac{\sum_{a=1}^A \left(\frac{\text{Actual Competency Level}}{\text{Required Competency Level}} \right)_a}{B}$$

where: a = Competency required, A = Total number of competencies required of position, b = Personnel profiled, B = Total number of personnel profiled

| Component | | | | Baseline Data | | Target | | |
|------------------------------------|---|-----------------------|-------------|----------------|------|--|--|--|
| Objective/Measure | | Formula | Weight | Rating Scale | 2017 | 2018 | 2019 | 2020 |
| | | | | | | | 2. Competency Framework 3. Competency Tables 4. Competency Matrix 5. Position Profiles <i>(Note: Conduct of competency assessment to establish competency baseline per employee in 2020)</i> | |
| SO 8 Automate Key Processes | | | | | | | | |
| SM 14 | Implementation of IT-based System for Key Processes | Actual accomplishment | 2.5% | All or Nothing | None | Automated Trade System composed of five (5) permit processes: Import, Export, Bring-In, Bring-Out, and Gate Pass | Automation of Human Resource Information System | <u>Automation of Business Registration, Clearance and Permitting System (BCDA's eGov System One-Stop-Shop Project Phase I)</u> |
| | | | 2.5% | All or Nothing | N/A | N/A | N/A | Board-Approved Information Systems Strategic Plan (ISSP) as submitted to DICT |
| Sub-total | | | 20% | | | | | |
| TOTAL | | | 100% | | | | | |