



**Office of the University President**

**THE PROCESS OF RANKING THE BUREAUS  
 PERFORMANCE-BASED BONUS  
 FY 2017**

**A. PROCESS:**

The ranking of bureaus/delivery units in Caraga State University (CSU) is based mainly on the contributions and accomplishments of these bureaus/delivery units towards the target specified in Form A of the Results-based Performance Monitoring System (RBPMS). This attribute in the system of ranking emanates from an agreed upon procedure of a composite team of internal evaluators consisting of the following:

- VP for Research and Extension as Chairperson;
- VP for Academic Affairs as Co-chairperson;
- VP for Administration as Co-chairperson;
- Directors, Administrative and auxiliary Services;
- Director of the Office for Resource Generation;
- Head of the Human Resource Management Office;
- President of the Faculty Association;
- President of the Employee Association;
- Director for the Information and Communications Technology Center; and
- Director of the Planning and Development as the Secretariat of the evaluating team.

**B. CRITERIA AND RATING**

1. There are seven (7) bureaus under the Academic Group and Seven (7) bureaus under the Administration group identified as follows :

<b>Academic Group</b>	<b>Administration Group</b>
1. College of Arts and Sciences	1. Offices under the Office of the President (Cluster 1) <ul style="list-style-type: none"> <li>• Vice-Presidents</li> <li>• Presidential Management Staff</li> <li>• CSUCC Director</li> </ul>
2. College of Agricultural Sciences and Natural Resources	2. Offices under the Office of the President (Cluster 2) <ul style="list-style-type: none"> <li>• Planning Office</li> <li>• ICTC</li> <li>• QuAMS</li> <li>• Technology Development Transfer Licensing Office</li> </ul>
3. College of Education	3. Offices under Office of the President (Cluster 3) <ul style="list-style-type: none"> <li>• Internal Audit Services</li> <li>• Bids and Awards Committee</li> <li>• Gender and Development</li> <li>• Public Information and External Affairs &amp; Alumni Relations Office</li> </ul>
4. College of Engineering & Information and Technology - Main	4. University Services Main (Cluster 1) <ul style="list-style-type: none"> <li>• Auxiliary Services</li> <li>• Financial Management Services</li> <li>• General Services</li> </ul>
5. College of Engineering and Information Technology - CSUCC	5. University Services Main (Cluster 2) <ul style="list-style-type: none"> <li>• Administrative Services</li> <li>• Human Resource Management Services</li> <li>• Resource Generation Management Services</li> </ul>