



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
OFFICE OF THE SECRETARY
Bonifacio Drive, Port Area Manila



OFF. B DPWH
08-31-2023

AUG 31 2023

DEPARTMENT ORDER)

NO. 103)

Series of 2023 *mf 8/31/2023*

SUBJECT: Designation of the Performance-Based Bonus (PBB) Communication and Change Management

To streamline the implementation of the pertinent guidelines on the grant of the PBB under Executive Order (EO) No. 80, series of 2012 and EO No. 201, series of 2016, and harmonize the performance management with performance-based incentive, the Department's most currently established Performance Management Team (DPWH-PMT) shall hereby be designated to carry out the PBB Communication and Change Management. The DPWH-PMT shall enhance the implementation of the Department's internal communications strategy on the PBB and fulfill the following:

1. Engage the employees in understanding the PBB, the performance targets of the Department, as well as the outputs that they will need to deliver to meet these targets.
2. Disseminate the performance targets and accomplishments of their agencies to their employees through the intranet and other means, as well as publish these on their respective websites for the public's information.
3. Set up a Help Desk to respond to queries and comments on the targets and accomplishments of the Department.
4. Set up a Complaints Mechanism to respond to the PBB-related issues and concerns raised by officials and employees of the Department or as endorsed by the Grievance Committee.

In addition, the DPWH-PMT Chairperson is hereby designated as the PBB focal person. To assist the PBB focal person, the Corporate Planning and Management Division (CPMD) shall provide secretariat support to the PMT with respect to the PBB and to recommend strategies to instill a culture of performance within the Department.

The DPWH-PMT may call on any DPWH official or employee to assist in the discharge of its PBB communication and change management functions.

This Order supersedes Department Order No. 107, series of 2019 and Special Order No. 100, series of 2021, and shall take effect immediately.

MANUEL M. BONOAN
Secretary

1.3 JGT/MAP

Department of Public Works and Highways
Office of the Secretary



WIN3A04833

Website: <https://www.dpwh.gov.ph>
Tel. No(s): 5304-3000 / (02) 165-02

