



**DON MARIANO MARCOS MEMORIAL STATE UNIVERSITY**  
**CENTRAL ADMINISTRATION**  
Bacnotan, La Union

**GUIDELINES IN DETERMINING THE BEST AND BETTER BUREAUS**

MFO/PERFORMANCE INDICATOR DESCRIPTION	POINTS
<b>A. OPERATIONS</b>	
<b>MFO 1: HIGHER EDUCATION SERVICES</b>	20
PI 1: Total number of graduates.	
PI 2: Percentage (cumulative) of accredited programs to total no. of programs/ percentage in licensure examination.	
PI 3: Percentage of graduates who finished their academic programs according to the prescribed timeframe.	
<b>MFO 2: ADVANCED EDUCATION SERVICES</b>	10
PI 1: Total number of graduates.	
PI 2: Percentage of graduates engaged in employment improved within 6 months year of graduation.	
PI 3: Percentage of students who rate timeliness of education delivery/supervision as good or better.	
<b>MFO 3: RESEARCH SERVICES</b>	20
PI 1: Number of research studies completed within the last 3 years.	
PI 2: Percentage of research outputs published in a recognized journal or submitted for patenting or patented.	
PI 3: Percentage of research projects conducted or completed within timeframe.	
<b>MFO 4: TECHNICAL ADVISORY EXTENSION SERVICES</b>	20
PI 1: Number of person trained weighted by length of training.	
PI 2: Percentage of trainees/clients who rate the services rendered as good or better.	
PI 3: Percentage of persons given training or advisory services who rate timeliness of service delivery as good or better.	
<b>B. SUPPORT TO OPERATIONS (STO)</b>	15
PI 1: Percentage of Completion of Quality Operations Manual.	
<b>C. GENERAL ADMINISTRATION AND SUPPORT SERVICES (GASS)</b>	15
PI 1: Budget Utilization Rate.	
PI 2: Submission to Public Financial Management (PFM) reporting requirements of the COA and DBM on time. Report on Ageing of Cash Advance.	
PI 3: Adoption and Use of the 2014 Agency Procurement Compliance and Performance Indicator System (APCPI) per GPBB Resolution No. 10-2012.	
PI 4: Submission of Agency Annual Procurement Plan (APP) as prescribed by Section 3e of Administrative Order No. 46 s. 2015.	
<b>TOTAL</b>	<b>100</b>

*Each of the Bureaus will compete among themselves, the Bureau who gets the highest percentage in its accomplishment as against the target will be adjudged as the best, the next highest as the better, and the remaining shall be only good performing bureaus.*