



9 July 2015

**HON. JOSEPH EMILIO A. ABAYA**  
*Chairman and DOTC Secretary*  
**HON. HONORITO D. CHANECO**  
*Administrator*

**LIGHT RAIL TRANSIT AUTHORITY**  
Pasay Depot, Administration Building  
LRTA Compound, Aurora Boulevard,  
Pasay City

**RE : AUTHORIZATION TO GRANT FY 2014 PBB**  
**TO LRTA OFFICERS AND EMPLOYEES**

Dear Secretary Abaya and Administrator Chaneco,

The **LIGHT RAIL TRANSIT AUTHORITY (LRTA)** has satisfied the requirements of **GCG MEMORANDUM CIRCULAR (MC) NO. 2014-05 (RE-ISSUED)** and the *Checklist of Documents to be submitted by GOCCs to Qualify for the FY 2014 Performance-Based Bonus (PBB)*. This is based on:

1. Certifications executed under oath by the Chairman, Administrator, and other concerned officers of the LRTA;
2. Review by the GCG of the completeness of required submissions from LRTA for FY 2014 PBB, including compliance with Good Governance Conditions specific to the GOCC Sector;
3. Validation by the GCG of the accomplishments of LRTA for FY 2014 with a final Performance Scorecard rating of 97%; and
4. Validations received from the Civil Service Commission (CSC), PhilGEPS, the Department of Budget and Management (DBM), and the A.O. No. 25 Inter-Agency Task Force (ATF) Secretariat, pursuant to the directive by the A.O. No. 25 IATF.

Accordingly, the Governing Board of the LRTA is hereby **AUTHORIZED** to grant the **FY 2014 PBB**, with a grand total of **₱18,794,250.00**, to **1,714** eligible officers and employees as follows:

Rank	Fixed Amount	Distribution		Total Approved PBB Amount (₱)
		Number	Percent	
<b>Senior Management</b>				
Top: Maximum 10%	25,000.00	1	50%	25,000.00
Next: Maximum 25%	15,000.00	1	50%	15,000.00
Remaining: Minimum 65%	7,500.00	0	0%	0.00
<i>Sub-total</i>		2	100%	40,000.00

Rank	Fixed Amount	Distribution		Total Approved PBB Amount (P)
		Number	Percent	
<b>Middle Management</b>				
Top: Maximum 10%	25,000.00	9	10%	225,000.00
Next: Maximum 25%	15,000.00	24	25%	360,000.00
Remaining: Minimum: 65%	7,500.00	61	65%	456,750.00*
<i>Sub-total</i>		94	100%	1,041,750.00
<b>Professional &amp; Supervisory</b>				
Top: Maximum 10%	25,000.00	159	10%	3,965,000.00*
Next: Maximum 25%	15,000.00	395	25%	5,901,000.00*
Remaining: Minimum: 65%	7,500.00	1,030	65%	7,475,250.00*
<i>Sub-total</i>		1,584	100%	17,341,250.00
<b>Clerical/General Staff</b>				
Top: Maximum 10%	25,000.00	3	9%	75,000.00
Next: Maximum 25%	15,000.00	9	26%	135,000.00
Remaining: Minimum: 65%	7,500.00	22	65%	161,250.00*
<i>Sub-total</i>		34	100%	371,250.00
<b>Grand Total of Eligible Personnel</b>		<b>1,714</b>		
<b>Total of Below Satisfactory</b>		<b>0</b>		
<b>Grand Total of PBB</b>				<b>P18,794,250.00</b>

\* PBB amount differs due to employees on pro-rated basis.

However, the Governing Board of LRTA shall ensure that the PBBs will only be released to officers and employees who have complied and submitted their Statement of Assets, Liabilities and Net Worth (SALN).

We respectfully remind the Governing Board to ensure that the LRTA's grant of the FY 2014 PBB should observe the following conditions:

1. The funding to support the PBB shall be charged by LRTA to its corporate funds, subject to GCG MC No. 2014-05 (Re-Issued);
2. In the event that the total amount of PBB to be distributed exceeds the Corporate Operating Budget (COB) level, the Governing Board shall request from DBM the approval of the Supplemental Budget necessary for this purpose; and
3. No other performance-based bonus or its equivalent has been released or will be released for FY 2014 in addition to the PBB scheme provided under GCG MC No. 2014-05 (Re-Issued).


This is a one-time approval applicable only for CY 2014.

**FOR YOUR INFORMATION AND GUIDANCE.**

Very truly yours,  
BY AUTHORITY OF THE COMMISSION:

  
CESAR L. YLLANUEVA  
Chairman

  
M.A. ANGELA E. IGNACIO  
Commissioner

  
RAINIER B. BUTALID  
Commissioner

Cc: DOF Secretary CESAR V. PURISIMA  
DBM Secretary FLORENCIO B. ABAD  
COA Chairman MICHAEL G. AGUINALDO  
COA Resident Auditor – LRTA

**LIGHT RAIL TRANSIT AUTHORITY  
Interim Performance Scorecard**

**Annex A**

Indicator	Formula	Weight	Targets	Actual		Score	Rating	Supporting Documents	Remarks
				Rating	CGO-B Validation				

**MFO 1 : Safe, Secure, Responsive and Reliable LRT Services Provided**

<p><b>Quantity 1:</b> Sustain the average number of trains running during peak hours<sup>2</sup></p>	<p>Trains available = Loop time<sup>3</sup> ÷ Headway<sup>4</sup></p>	7.5%	L1: 28 trains	L1: 28 trains	7.5%	L1: 28 trains	7.5%	<ul style="list-style-type: none"> <li>• 11 trains are non-operational due to completion of parts, pending repair due to non-availability of capital spare parts and equipment, and rehabilitation of bombed/damaged trains, etc.</li> </ul>
		7.5%	L2: 11 trainsets	L2: 11 trainsets	7.5%	L2: 11 trainsets	7.5%	<ul style="list-style-type: none"> <li>• Line 1 Monthly Summary of Trains Running and Monitoring Reports</li> </ul>
<p><b>Quantity 2:</b> Sustain load factor<sup>5</sup> to not more than 100%</p>	<p>Load Factor = Peak load ÷ (No. of train trips x capacity of train) x 100%</p>	7.5%	L1: 28 trains	L1: 28 trains	7.5%	L1: 28 trains	7.5%	<ul style="list-style-type: none"> <li>• 11 trains are non-operational due to completion of parts, pending repair due to non-availability of capital spare parts and equipment, and rehabilitation of bombed/damaged trains, etc.</li> </ul>
		7.5%	L2: 11 trainsets	L2: 11 trainsets	7.5%	L2: 11 trainsets	7.5%	<ul style="list-style-type: none"> <li>• Line 2 Monthly Summary of Trains Running and Monitoring Reports</li> <li>• Line 2 Train Availability</li> <li>• Line 2 Train Availability Monitoring Reports</li> </ul>
<p><b>Quantity 3:</b> Sustain passenger load factor<sup>6</sup> to not more than 100%</p>	<p>Passenger Load Factor = Peak passenger load ÷ (No. of train trips x passenger capacity of a train/LRV)</p>	7.5%	L1: 90%-95%	L1: 90%-95%	6%	L1: 98.03%	6%	<ul style="list-style-type: none"> <li>• LRTA adapts to select only the highest load factor registered for the day during peak hours, then derives the average of the twelve (12) months to get the annual average load factor during peak hours.</li> <li>• During the Renegotiation, it was agreed that a 0.5% reduction will be made for every 1% increment in load factor above</li> </ul>
		7.5%	L2: 55%-65%	L2: 55%-65%	7.5%	L2: 59.11%	7.5%	<ul style="list-style-type: none"> <li>• Line 1 Summary of Load Factor</li> <li>• Weekdays Average Passenger Peak Load and Load Factor</li> <li>• Average Hourly Load Reports (North and South Bound)</li> <li>• Line Summary of Load Factor</li> </ul>

<sup>2</sup> Peak Period – Morning and afternoon time periods when transit riding is the heaviest (7:00 am- 9:00 am; 5:00 pm – 7:00 pm). Peak Load - The highest passenger load of a train at peak direction at any given time. (AM peak is 7am-9am; PM peak is 5pm-7pm; Off peak is 9am-5pm) and also the ratio of passengers actually carried versus the total passenger capacity of a train/LRV.  
<sup>3</sup> Loop Time – Travel time of a train from origin to destination and vice versa (Baclaran-Roosevelt; Roosevelt-Baclaran).  
<sup>4</sup> Headway - A time interval between trains moving in the same direction on a particular route.  
<sup>5</sup> Load Factor – Capacity utilization and load comfortability of a train/LRV at any given time.

Indicator	Formula	Weight	Targets	Accomplishments		CGO-B Validation		Supporting Documents	Remarks
				Rating	Score	Rating	Score		
Quantity 3: Service interruption time <sup>6</sup> minimized	Average interruption time per incident = total service interruption time/frequency count L1: Above 17 mins = 0% 14 mins 1 sec to 17 mins = 6% 13 mins 1 sec to 14 mins = 8% 13 mins and below=10% L2: Above 22 mins = 0% 20 mins 1 sec to 22 mins = 6% 19 mins 1 sec to 20 mins = 8% 19 mins and below=10%	10%	L1: less than or equal to 13 minutes	L1: 7.87	L1: 7.87	10%	10%	<ul style="list-style-type: none"> <li>Line 1 Summary of Service Interruption</li> </ul>	<ul style="list-style-type: none"> <li>Average service interruption per year is the summation of all monthly average interruption in minutes.</li> <li>Line 1 recorded 148 service interruptions and a total of 1,149 minutes of interruption time for FY 2014.</li> <li>Line 2 recorded 8 service interruptions and a total of 79 minutes of interruption time for FY 2014.</li> </ul>
				L2: 9.88	L2: 9.88	10%	10%	<ul style="list-style-type: none"> <li>Line 2 Summary of Service Interruption</li> </ul>	
Quantity 4: Rehabilitation of LRTA Lines	No. of Rehabilitation projects completed per LRTA Line	7.5%	L1: 1/3	L1: 1/3	L1: 1/3	7.5%	7.5%	<ul style="list-style-type: none"> <li>List of Rehabilitation Projects</li> <li>Final Reports/Inspection Reports</li> <li>Notices of Award</li> <li>Notices to Proceed</li> <li>Photographs</li> </ul>	<ul style="list-style-type: none"> <li>Originally, there were 41 rehabilitation projects, however, target was reduced to 21 due to the Supreme Court's Ruling on Disbursement Acceleration Program (DAP) and are being re-prioritized under other funding sources. Of the 21 projects, three (3) are for Line 1 and eighteen (18) are for Line 2 to be completed from FY 2013-2017.</li> </ul>
				L2: 17/18	L2: 17/18	6%	6%		

<sup>6</sup> Excludes uncontrollable events (fire, earthquake, typhoon, power failure, suicide, etc.)

Indicator	Formula	Weight	Targets	Accomplishments		CGO-B Validation		Supporting Documents	Remarks
				Actual	Rating	Score	Rating		
<b>Quality:</b> Intensity Total Quality Management (TQM) in light rail core processes by taking the first steps towards ISO 9001 accreditation	Actual ISO accreditation activity launched	0%	Final GAP Assessment Report	Final GAP Assessment Report	0%	Final GAP Assessment Report received only on 8 April 2015	0%	<ul style="list-style-type: none"> <li>Copy of Final GAP Assessment Report from DAP attached</li> <li>No weight allocated</li> </ul>	
<b>Timeliness 1:</b> Improved medical response time for medical emergencies <sup>7</sup>	No. of minutes per medical emergencies  Data to be derived from Incident Report	5%	L1: 3 minutes L2: 2 minutes	L1: 3 minutes L2: 2 minutes	5%	L1: 3 minutes L2: 2 minutes	5%	<ul style="list-style-type: none"> <li>Summary of Response Time - Medical Emergencies</li> <li>Line 1 recorded 410 medical emergencies for FY 2014.</li> <li>Line 2 recorded 140 medical emergencies for FY 2014.</li> <li>Incident Reports for Passengers</li> <li>Medical Emergencies</li> <li>Incident Reports</li> </ul>	
<b>Timeliness 2:</b> Improved response time for customer requests / complaints	Average no. of days per customer complaints / requests	5%	L1: 6 days L2: 3 days	L1: 3 days L2: 3 days	5%	L1: 3 days L2: 3 days	5%	<ul style="list-style-type: none"> <li>Summary of Response Time per Customer Complaint/Request</li> <li>Monthly Lists of Complaints Received</li> <li>Received 61 customer requests/complaints for FY 2014.</li> <li>There is a centralized complaints/requests handling for both line.</li> </ul>	
<b>Financial:</b> Sustain the ratio of revenue to O & M Cost (Farebox Ratio) by not less than one (1.00)	Farebox Ratio = Gross Revenue + Operating Expenses	15%	L1: 1.06 L2: 0.87	L1: 1.18 L2: 1.00	15%	L1: 1.18 L2: 1.00	15%	<ul style="list-style-type: none"> <li>FY 2014 Farebox Ratio</li> <li>Computation of Farebox Ratio</li> <li>Consolidated Income Statement as of December 31, 2014</li> </ul>	<ul style="list-style-type: none"> <li>FY 2014 actuals were based from Tentative Consolidated Income Statement for the period ended 31 December 2014.</li> </ul>
<b>Subtotal of Weights:</b>		90%			87%		87%		

<sup>7</sup> In coordination with the Philippine Red Cross (PRC).

Indicator	Formula	Weight	Targets	Accomplishments		CGO-B Validation		Supporting Documents	Remarks
				Actual	Rating	Score	Rating		
<b>MFO 2 : Railway Infrastructure Developed and Constructed</b>									
<b>Expansion and Extension Program: Line 1 South Extension Project</b>									
<b>Timeliness:</b> Preparatory Stages in L1 South Extension Project	Percentage of delivery of ROW to contractor per concession agreement Package 1 (Baclaran to Aslaworld)	10%	Delivery of nine (9) lots (Package 2)	Delivered nine (9) lots	10%	Delivered nine (9) lots	10%	<ul style="list-style-type: none"> <li>Copy of Court Orders</li> <li>Supporting documents are sufficient.</li> </ul>	
<b>GENERAL ADMINISTRATIVE SERVICES (GAS)</b>									
<b>Subtotal of Weights:</b>									
		10%			10%		10%		
<b>Quantity 1:</b> Compliance to Integrity Development Review (IDR) recommendations	No. of IDR recommendations implemented	0%	33/49	33/49	0%	33/49	0%	<ul style="list-style-type: none"> <li>List of IDR Recommendations Implemented</li> <li>No weight allocated</li> </ul>	
<b>Quantity 2:</b> Compliance rating of LRT Stations to ARTA	No. of stations compliant to ARTA + Total No. of Stations x 100%	0%	100%	100%	0%	100%	0%	<ul style="list-style-type: none"> <li>Copy of Citizen's Charter Monthly Monitoring Report</li> <li>No weight allocated</li> </ul>	
<b>Subtotal of Weights:</b>									
		0%			0%		0%		
<b>TOTAL OF WEIGHTS:</b>									
		100%			97%		97%		