



**TOURISM
INFRASTRUCTURE AND
ENTERPRISE
ZONE
AUTHORITY**

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Double Dragon Meridian Park
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MEMORANDUM

**FOR : ALL ASSISTANT CHIEF OPERATING OFFICERS
DEPARTMENT MANAGERS
- PEPD, FISD, TTAX, ADSD, MISD**

**Cc : THE CORPORATE BOARD SECRETARIAT/COMPLIANCE OFFICER
THE HEAD TECHNICAL ASSISTANT, OCOO
THE TECHNICAL ASSISTANTS**

FROM : THE CORPORATE PLANNING DEPARTMENT

SUBJECT : 2021 PERFORMANCE SCORECARD

DATE : 23 November 2020

Relative to the Technical Panel Meeting on 26 November 2020 at 10am via Zoom, may we request for the following:

1. Reconfirmation/Adjustment of your 2021 Targets for the Strategic Measures committed by your sector/department (PES Form 2a);
2. If adjustment is made on the 2021 targets, adjusted measure profile (PES Form 2b) and adjusted Strategic Initiative Profiles (PES Form 3);

Attached is the Proposed 2021 Performance Scorecard based on discussions and agreements made during the Pre-TPM meeting last 18 November 2020.

We would appreciate receiving submission (hard and soft copies at tiezacorplan@gmail.com and corplan@tieza.gov.ph) on or before 25 November 2020.

For any clarification, please coordinate with Ms. Eremos at 09306186008.

Anna Leah R. Bayot

ANNA LEAH R. BAYOT
Division Manager, Strategic Planning

Noted:

Francis Randy J. Hortelano

FRANCIS RANDY J. HORTELANO
Department Manager, Corporate Planning

TOURISM INFRASTRUCTURE AND ENTERPRISE ZONE AUTHORITY (TIEZA)
2021 Performance Scorecard

PERS PEC TYPE	OBJECTIVE/MEASURE	FORMULA	WEIGHT	RATING SYSTEM	PROPOSED TARGET						
					Baseline Data						
					2019	2020	2021	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
SO 1 Contribute to Country's Competitiveness thru the Development of Sustainable Tourism Zones and Support Infrastructure											
SM 1	Management and Supervision of Sustainable Tourism Infrastructure Projects	Actual Accomplishment	15%	Milestones Achieved	Board-approved Procurement Process for the Identified Property; And, Start of Procurement Process: Posting of Terms of Reference for the Master Planning of the	100% Completion of the 2020 Deliverables in the Contract for the Master Planning of the Property; Clark Property as Possible TEZ	SM 1a: Commencement of the competitive selection process for a private partner for the operation and development of the TIEZA-owned and operated TEZ through the TIEZA JV Guidelines	Approval of IAESP and ED Kits by JVSC	Preparation of TOR, JV Agreement and Minimum Performance Standards by JVSC	Publication of Invitation to Apply for Eligibility and Submit Proposal	Opening of ED
		Actual accomplishment	15%	Percentage Completion	N/A	Percentage Completion of the Boracay Water Drainage Program Phase II	SM 1b: Completion of the Boracay Water Drainage Program Phase II (remaining percentage as carried over from 2020)	69%	78%	87%	100%
		SubTotal	30%								
SOCIO-ECO IMPACT/ CUSTOMERS											

SOCIO-ECO IMPACT/ CUSTOMERS

PERS PEC TYPE	OBJECTIVE/MEASURE	FORMULA	WEIGHT	RATING SYSTEM	Baseline Data		PROPOSED TARGET					
					2019	2020	2021	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	
	SO 2	SO 2: Preserve Historical, Cultural, Religious and Heritage Sites and Develop Ecotourism Sites in Depressed Provinces with Strong Tourism Potential										
	SM 2	SM 2: Development of Ecotourism Site in Depressed Provinces	Milestones	10%	Milestones Achieved	N/A	N/A	Project identification, planning and design of eco-tourism projects in depressed provinces with strong tourism potentials				
	Note: Requested for Deletion											
	Sub Total											
	10%											
	SO 3	Ensure Customer Satisfaction										
	SM 4	SM 4: Percentage of Satisfied Customers	Number of respondents who rated at least satisfactory / Total number of survey respondents	10%	(Actual/Target) x weight	80%	90%	80%				
	Sub Total											
	10%											
	SO 4	Achieve Financial Viability and Sustainability										
SM 5	SM 5: Attain Travel Tax Targeted Collection projected in the context of pandemic	Total Collection over Target Travel Tax Collection	10%	100% of Total Target Travel Tax Collection	N/A	N/A	TBD New Measure					
Sub Total												
10%												
FINANCIAL												

PERS PEC TYPE	OBJECTIVE/MEASURE	FORMULA	WEIGHT	RATING SYSTEM	Baseline Data		PROPOSED TARGET					
					2019	2020	2021	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	
SO 7	Build and Strengthen Organizational Capabilities											
SM 9	SM 9: Creation of Medical Clinic and Isolation Facility	Actual Accomplishment	10%	All or Nothing	N/A	N/A New Measure	Provision of medical clinic and isolation facility within TIEZA Central Office	Design Planning and Budget Allocation • Site identification • Floor plan and physical facilities layout and • Site and logistics support planning (i.e. staffing, supplies, equipment, special medical material/equipment, etc.) • Launching Plan • Budget allocation	Procurement of health care supplies and equipment Set-up/construction of clinic facilities	Hiring of Clinic Personnel	Soft opening of the On-Site Health Clinic	
LEARNING AND GROWTH												
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FOR : ALL ASSISTANT CHIEF OPERATING OFFICERS/
DEPARTMENT MANAGERS

CC THE COMPLIANCE OFFICER
THE HEAD TECHNICAL ASSISTANT, OCOO
THE TECHNICAL ASSISTANTS

FROM : THE OFFICER-IN-CHARGE, CORPORATE PLANNING DEPARTMENT

SUBJEC : 2021 PERFORMANCE SCORECARD

Date of Distribution : 23 November 2020

OFFICE	Name	Signature	Date
Office of the Chief Operating Officer	JOCELYN		11/24/2020
Corporate Planning Department			11/24/20
Corporate Secretary	Wendy		
Internal Audit Department			
Legal Department			
Management Information Systems Department	CHA		11/24/20
Assistant C.O.O. for Assets Management	Caroline		11/24/2020
Business Development Department			
Operations Department			
Mylene A. Magsino (T.A.)	Genelyn U.		11/24/2020
Assistant C.O.O. for Architectural and Engineering Services	IVY		11-24-2020
Project Evaluation and Planning Department	Camille Cardenas		11/24/20
Construction Management Department			
- Contract Supervision Div.			
- Contract Management Div.			
Nestor Domalanta Jr. (T.A.)	IVY		11-24-2020
Assistant C.O.O. for Administration and Finance	Mrs. NATHALIA		11/24/20
Administrative Services Department	DVS MAB		11/24
Financial Services Department	Cheryl		
Travel Tax Department	Lyn		11/24/2020
Atty. Bumbo S. Cruz (T.A.)	NATH		11/24/20
ERD Division			
Assistant C.O.O. for Tourism Enterprise Zone Management		FOR:	11/24/2020
Assistance and Monitoring Department			
TEZ Regulation Department			
- PLD Division			
- IAD Division			
Catherine Sta. Clara (T.A.)			11/24/2020