



**TOURISM  
INFRASTRUCTURE AND  
ENTERPRISE  
ZONE  
AUTHORITY**

6th & 7th Floors, Tower 1  
Double Dragon Plaza  
Double Dragon Meridian Park  
Macapagal Avenue corner  
Edsa Extension 1302, Bay Area  
Pasay City

(+632) 8249-5900 Loc.  
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brdd.tieza@gmail.com  
www.tieza.gov.ph

**MEMO FOR :** **JETRO NICOLAS F. LOZADA**  
Assistant Chief Operating Officer  
Assets Management Sector

**FROM :** **MA. EVELYNE A. FRANCISCO**  
Department Manager  
Business Development Department

**SUBJECT :** **Approval for the Rating Matrix on the Criteria for the Selection of a  
Property for a Business Plan**

**DATE :** **September 07, 2020**

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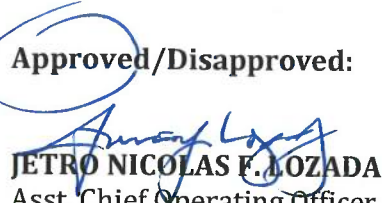
Sir, respectfully requesting for your approval the attached Rating Matrix on the Criteria for the Selection of the Vacant Space at DOT CAR Office in Baguio City for the Department's 2020 Business Plan.

For your approval.

Thank you.

  
**MA. EVELYNE A. FRANCISCO**

**Approved/Disapproved:**

  
**JETRO NICOLAS F. LOZADA**  
Asst. Chief Operating Officer  
Assets Management Sector



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Asst. Chief Operating Officer  
Assets Management Sector

**CRITERIA ON THE SELECTION OF A PROPERTY FOR BUSINESS DEVELOPMENT PLAN**  
**PROPERTY: VACANT SPACE AT THE DOT CAR OFFICE IN BAGUIO CITY**

|  |                                    |               |
|--|------------------------------------|---------------|
| <b>A. Management's Initiative</b>  |                                    |               |
| <b>B. Department's Initiative</b>  | <b>Initiated by the Department</b> |               |
| <b>CRITERIA</b>  | <b>% Weight</b>                    | <b>Rating</b> |
| <b>1. Corporate Benefits</b>   | <b>25%</b>                         | <b>25%</b>    |
| a. It will contribute to the enhancement of the utilization of Assets.   | 5%                                 | 5%            |
| b. It will contribute to the financial viability & sustainability of<br>of TIEZA assets.                         | 10%                                | 10%           |
| c. It is aligned with Corporate Goals, Mission and Vision.   | 5%                                 | 5%            |
| d. It can contribute to the goals of the National Tourism<br>Development Plan.                                   | 5%                                 | 5%            |
| <b>2. Stakeholder's Benefits</b>   | <b>25%</b>                         | <b>14%</b>    |
| a. It will improve the quality of life in the locality.  | 10%                                | 5%            |
| b. The project is aligned with the local government's Tourism<br>and Economic Thrust.                            | 10%                                | 7%            |
| c. It is a perceived need of a local gov't for economic development.   | 5%                                 | 2%            |
| <b>3. Legal Concerns</b>   | <b>40%</b>                         | <b>40%</b>    |
| <i>Choice of One: Please check</i>   |                                    |               |
| <input type="radio"/> There is no legal impediments (40%)  |                                    | 40%           |
| <input type="radio"/> There is a legal impediment but it can be resolved within the<br>specific time frame (20%) |                                    |               |
| <input type="radio"/> There is a Legal impediment but it will not hinder<br>development (20%)                    |                                    |               |
| <b>4. Policy Scanning</b>  | <b>10%</b>                         | <b>10%</b>    |
| a. Local policies & processes are in place for tourism investment/<br>development.                               |                                    |               |
| <b>Total</b>   | <b>100%</b>                        | <b>89%</b>    |

**Recommendation base on the total rating:**

**1. Pursue the Project and Develop a  
Business Plan**

**75% above**

**2. Put on hold and pursue at a later  
date.**

**Below 75%**

Rated by :  **MA. CECILIA C. SACLOLO**

Reviewed and Evaluated by :  **JANETH CHRISTINE OCAMPO**


Verified and Validated by :

  
**MA. ZENAIDA R. QUIÑAHAN**  
 Division Manager, BRD

Recommending Approval :

  
**MA. EVELYNE A. FRANCISCO**  
 Department Manager  
 Business Development Department

Approved:

  
**JETRO NICOLAS F. LOZADA**  
 Assistant Chief Operating Officer  
 Assets Management Sector

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| c. It is aligned with Corporate Goals, Mission and Vision.  | 5%                                 | 5%            |
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