



Republic of the Philippines
DEPARTMENT OF SCIENCE AND TECHNOLOGY
SCIENCE AND TECHNOLOGY INFORMATION INSTITUTE



May 5, 2014

ATTY. OSWALDO C. SANTOS

Assistant Secretary for Finance, Administrative and Legal Affairs
Department of Science & Technology
Bicutan, Taguig City

Dear Assistant Secretary:

We are forwarding the Science and Technology Information Institute's (STII) Agency Performance Accomplishment for 2013 and Targets for 2014 in accordance with the AO25 Memo Circular No. 2014-01.

Form A - Agency Performance Targets
Form A-1 - Details of Bureau/Office Performance Indicators and Targets
Form B - Agency Targets on Key Programs and Projects

We hope that you will find the documents in order.

Very truly yours,


RAYMUND E. LIBORO
Assistant Secretary/OIC, STII

 07/05/14

FORM A
DEPARTMENT PERFORMANCE TARGETS
FY 2014

Department: Department of Science and Technology
Agency: Science and Technology Information Institute

MFOs and Performance Indicator	FY 2013 Actual Accomplishment	FY 2014 Targets	Responsible Bureaus/Offices	FY 2014 Actual Accomplishment	Remarks
A. Major Final Outputs (MFOs)/Operations					
MFO 1: Science and Technology Information Services					
2013 BUDGET*					
PI set 1: Science and Technology Information Reference Services	10,848	14,265	IRAD		
Quantity Number of clients served	649,862	287,808			
Quality Percentage of clients who rate the service as satisfactory or better	90%	90%			
Timeliness Percentage of inquiries where reference materials were provided within 5 minutes	95%	90%			
PI set 2: Science and Technology Promotion Services	12,761	16,066	CRPD		
Quantity Number of promotion services rendered	957	547			
Quality Percentage of clients who rate the service as satisfactory or better	90%	90%			
Timeliness Percentage of services rendered monthly	175%	90%			
B. General Administration and Support Services (GASS)/					
Locally funded Projects and Other Releases					
2013 BUDGET*					
PI 1: Budget Utilization Rate (BUR)			FAD		
a. Obligations BUR	-	90%			
b. Disbursement BUR	94%	90%			
PI 2: a. Submission to COA of Financial Statements for FY 2013 (per PD 1445)	100%	100%			
b. Submission to COA of Report on Ageing of Cash Advances (cut-off date Nov. 15, 2014)	100%	100%			
2013 BUDGET	53,401	48,886			

* in thousand pesos

Prepared by:


BENEDICT P. CAGAANAN
Spvg. SRS/Planning Officer


CECILLE ROSE B. RAMOS
Admin. Officer V/ Budget Officer

Approved by:


RAYMUND E. LIBORO
Asec. /OIC-STII

Date

FORM A-1
 DETAILS OF BUREAU/OFFICE PERFORMANCE INDICATORS AND TARGETS
 FY 2014

Department: Department of Science and Technology
 Agency: Science and Technology Information Institute


Major Final Output/Responsible Bureau	Performance Indicator 1	FY 2014 TARGET for Performance Indicator 1	FY 2014 ACCOMPLISHMENT for Performance Indicator 1	Performance Indicator 2	FY 2014 TARGET for Performance Indicator 2	FY 2014 ACCOMPLISHMENT for Performance Indicator 2	Remarks
A. MFO/Operations							
MFO 1: Science and Technology Information Services CRPD/IRAD	PI Set 1: Science and Technology Information Reference Services			PI set 2: Science and Technology Promotion Services			
	Quantity Number of clients served	287,808		Quantity Number of promotion services rendered	547		
	Quality Percentage of clients who rate the service as satisfactory or better	90%		Quality Percentage of clients who rate the service as satisfactory or better	90%		
	Timeliness Percentage of inquiries where reference materials were provided within 5 minutes	90%		Timeliness Percentage of services rendered monthly	90%		
B. Gen. Admin. And Support Services							
FAD	PI 1: Budget Utilization Rate			PI 2: a. Submission to COA of Financial Statements for FY 2013 (per PD 1445)	100%		
	a. Obligations BUR	90%		Ageing of Cash Advances (cut-off date Nov. 15, 2014)	100%		
	b. Disbursement BUR	90%					

Prepared by:


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 Admin. Officer Budget Officer

Approved by:


RAYMUND E. LIBORO
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 Date