



## GOVERNMENT QUALITY MANAGEMENT COMMITTEE (GQMC)

### ADVISORY No. 2020-1

December 09, 2020

**For:** All Head of Departments, Bureaus, Offices, and other Agencies of the National Government, Constitutional Commissions, Congress, The Judiciary, Office of the Ombudsman, State Universities and Colleges, Government-Owned or –Controlled Corporations, Local Water Districts, and Local Government Units

**Subject: POSTING OF SUPPORTING DOCUMENT TO THE VALID ISO QUALITY MANAGEMENT SYSTEM (QMS) REQUIREMENT FOR THE GRANT OF THE FISCAL YEAR (FY) 2020 PERFORMANCE-BASED BONUS (PBB)**

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- 1.0 **Administrative Order No. 25<sup>1</sup> Inter-Agency Task Force Memorandum Circular (MC) No. 2020-1<sup>2</sup>** prescribes the criteria and conditions for the grant of the FY 2020 PBB.

Specifically, under the *Support to Operations* target of said MC, agencies are required to have an initial certification/recertification of their QMS covering at least one (1) critical frontline service or core process as mandated under their existing pertinent laws, wherein the certificate/s concerned must be **valid as of December 31, 2020 and must be posted in the agencies' Transparency Seal (TS) webpage not later than the same date.**

- 2.0 In view of the outbreak of Coronavirus Disease 2019 which led to safety concerns and travel restrictions, the conduct of ISO QMS-related activities has been affected, particularly the accredited conformity assessment activities.

In response thereof, the International Accreditation Forum<sup>3</sup> (IAF) has issued a statement reiterating its guidance provided under Informative Document 3:2011<sup>4</sup> for accreditation bodies and conformity assessment body<sup>5</sup> to introduce alternative

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<sup>1</sup> *Creating an Inter-Agency Task Force on the Harmonization of National Government Performance Monitoring, Information and Reporting Systems* dated December 21, 2011

<sup>2</sup> *Guidelines on the Grant of the Performance-Based Bonus (PBB) for Fiscal Year (FY) 2020 under Executive Order No. 80, s. 2012 and Executive Order No. 201, s. 2016* dated June 2, 2020

<sup>3</sup> As culled from <https://www.iaf.nu/>, the IAF is the world association of conformity assessment accreditation bodies and other bodies interested in conformity assessment in the fields of management systems, products, services, personnel and other similar programmes of conformity assessment. Its primary function is to develop a single worldwide program of conformity assessment which reduces risk for business and its customers by assuring them that accredited certificates may be relied upon.

<sup>4</sup> *Management of Extraordinary Events or Circumstances Affecting Accreditation Bodies (ABs), Conformity Assessment Bodies (CABs) and Certified Organizations*

<sup>5</sup> Refers to **certification bodies (CBs)**, Inspection Bodies, Testing Laboratories and Calibration Laboratories, which may be a public or private entity, an established business or corporation, or an identifiable division or in-house activity of a business or corporation. (<https://www.dti.gov.ph/pab/cabs/>)

arrangements in the conduct of assessments, as necessary, which may involve **remote assessments** or **rescheduling of activities**.

3.0 Considering that the approval or disapproval of the rescheduling of audits has a concomitant effect on the validity of the ISO QMS certification, in addition to the posting of a valid ISO 9001:2015 QMS certification, **any** or **a combination** of the following documents that would support the validity of the ISO QMS certification concerned should be posted in the agency's TS webpage:

- E-mail;
- Attestation letter;
- Concession letter;
- Signed contract with the CB reflecting the adjusted schedule of the audit;
- Letter from the head of the CB; or
- Other similar documents.

8.0 For information and compliance. Thank you and God Bless.

  
**WENDEL E. AVISADO**  
*DBM Secretary and  
GQMC Chairperson*

