

# INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW (IPCR)

I, Joel D. Esico, of Property Section, Administrative Division of Land Transportation Office, Central Office, commit to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period from January 01 to June 30, 2022.

JOEL D. ESICO  
Administrative Aide III /Driver

Date :

Reviewed by  
MARIA CLARISSA G. OGSIMER  
OIC, Property Section

Date  
7/7/22

Approved by  
Engr. ROBERTO S. SE  
Chief, Administrative Division

Date

Output	Success Indicator (Target + Measure)	Accomplishment	Rating Efficiency Rating Scale				Remarks
			4	3	2	1	
Output I Driving	Transport the LTO Personnel to their concerned destination of official travel, with 93% efficiency.	Transported LTO Personnel to their concerned destination of official travel, with 97% efficiency.	4.00	4.00	4.00	4.00	
	Pick-up resource speakers and LTO Personnel with regards to seminars they need to conduct/attend to at Central Office, with 94% accuracy.	Picked-up resource speakers and LTO Personnel with regards to seminars they need to conduct/attend to at Central Office, with 97% accuracy.	4.00	5.00	5.00	4.67	
Output II Reports	Accomplish the report of their official trips on a daily basis, with 85% accuracy.	Accomplished the reports of their trips on a daily basis, with 94% accuracy.	4.00	4.00	4.00	4.00	
	Accomplish the report of their official trips in a month, with 85% accuracy.	Accomplished the consolidated report of their official trips in a month, with 94% accuracy.	4.00	5.00	5.00	4.67	
Output III Maintenance	Check the condition of the motor vehicle in a daily basis before transporting assigned LTO Personnel, with 94% efficiency.	Ensured the good condition of their assigned motor vehicle in a daily basis before transporting assigned LTO Personnel, with 96% efficiency.	4.00	4.00	4.00	4.00	
Overall Rating			20.00	22.00	22.00	21.33	
Final Average Rating			4.00	4.40	4.40	4.27	
Adjectival Rating			Very Satisfactory				
Comments and Recommendation for Development Purposes							
Discussed with	Date	Assessed by		Date	Final Rating by		Date
JOEL D. ESICO Administrative Aide III/Driver		MARIA CLARISSA G. OGSIMER OIC, Property Section		7/7/22	Engr. ROBERTO S. SE Chief, Administrative Division		

Legend: 1 - Quant 2 - Efficiency 3 - Timeliness

4 - Average