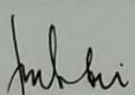
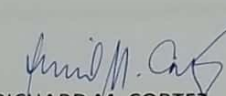



# INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW (IPCR)

I, JEAN MARIE T. ARBIS, of the License Section-Operations Division commit to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period January to June 2023

*JEAN MARIE T. ARBIS*  
Sr.TDO

Reviewed by : <i>RICHARD M. CORTEZ</i> Immediate Supervisor	Date February 27, 2022	Approved by : <i>DANILO VENCELA</i> Chief Operations Division	Date <i>2-28-23</i> February 27, 2022				
OUTPUT	SUCCESS FACTOR (Target + Measure)	ACTUAL ACCOMPLISHMENT	5 - Outstanding 4 - Very Satisfactory 3 - Satisfactory 2 - Unsatisfactory 1 - Poor				
STRATEGIC PRIORITY			Ratings				
			Q	E	T	A	Remarks
Processing of Driver's License Certifications	To issue 100% of applied Certifications by the requesting clients						
Letter reply on incoming communications	To reply 100% of letter request						
CORE FUNCTION			Q	E	T	A	Remarks
Print driver Certifications as per client request	To print 100% of request for driver's license Certifications						
Satisfy client's query and request for license certification through letter reply	To reply to 100% letter request						

SUPPORT FUNCTION			Ratings				Remarks
			Q	E	T	A	
Performed other duties from time to time.	Target : 100% comply with assigned new task						
Total Over-all Rating							
Final Average Rating							
Adjectival Rating							
Discussed with :			Assessed by:		Date Final Ranking by:		Date
 JEAN MARIE T. ARBIS Employee	FEBRUARY 27 ,2022	 RICHARD M. CORTEZ Chief, License Section Head of Section	 DANILO VENCELA Chief, Operations Division Head of Agency		2-28-23		

Legend : (1) QUANTITY (2) EFFICIENCY (3) TIMELINESS (4) AVERAGE