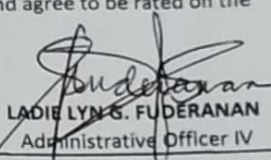


INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW (IPCR)

I, **LADIE LYN G. FUDERANAN, Administrative Officer IV** of the Human Resource Development Section, Administrative Division, LTO-Central Office commit to deliver and agree to be rated on the rated on the attainment of the following targets in accordance with the indicated measures for the period of **August 2022 to December 2022**


LADIE LYN G. FUDERANAN
 Administrative Officer IV
 RATEE

Date: February 28, 2023

Approved by:



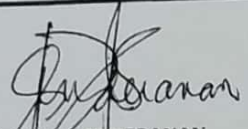

LOUELLA V. MUTIA
 OIC, Administrative Division
 Immediate Supervisor

Date

February 28, 2023

			Ratings				Remarks
MAJOR OUTPUT	SUCCESS FACTOR (Target + Measure)	ACTUAL ACCOMPLISHMENT	Q	E	T	A	
CORE FUNCTIONS							
Supervision of Personnel	100 % of employees of Human Resource Development Section is being supervise and closely monitor for the months of August 1,2022 to December 31, 2022 as Officer-In-Charge of HRDS.	100 % of employees of Human Resource Development Section were supervised and closely monitored for the months of August 1,2022 to December 31, 2022 as Officer-In-Charge of HRDS.	5	5	5	5	
	100 % of evidence requirements of PRIME HRM with customized templates are being drafted and implemented	95 % of evidence requirements of PRIME HRM with customized templates were drafted and implemented	4	5	5	4.67	
	Full implementation of L&D Process Flow and Learning and Development Plan in the LTO Central Office for 2022;	Fully implemented of L&D Process Flow and Learning and Development Plan in the LTO Central Office for 2022;	5	5	5	5	
Compliance to PRIME HRM as Unit Head of Learning and Development Interventions	100% of the System Assessment is being attained by LnD in terms of application and availability of evidence requirements within the target date reflected on the Action Plan	70.83% of the System Assessment is attained already by the LnD in terms of application and availability of evidence requirements within the target date reflected on the Action Plan	4	5	4	4.3	

Reportorial Requirements	100 % of all HRDS reports are being monitored, reviewed as to accuracy and completeness before submission on the prescribed dates.	95 % of HRDS reports were monitored, reviewed as to accuracy and completeness and submitted one day before the prescribed dates.	4	5	5	4.67
Implementation of Learning and Development Interventions to employees	Full implementation to all interventions the preparation of training design process that involves developing terminal and session objectives aligned with validated learning needs of targeted learners, to guide training activity plan preparation and during implementation.	Fully implemented to all interventions the preparation of training design process that involves developing terminal and session objectives aligned with validated learning needs of targeted learners, to guide training activity plan preparation and during implementation.	5	5	5	5
Final Average Rating			4.86	4.86	4.71	4.8
Adjectival Rating			Very Satisfactory			
Comments and Recommendation for Development Purposes :						

Discussed with :	Date :	Assessed by:	Date:
 LADIE LYN G. FUDERANAN Administrative Officer IV Employee	February 28, 2023	I certify that I discussed my assessment of the performance with my employee  LOUELLA V. MUTIA OIC, Administrative Division Immediate Supervisor	February 28, 2023

Legend : (1) QUANTITY (2) EFFICIENCY (3) TIMELINESS (4) AVERAGE
Rating : (1) POOR (2) UNSATISFACTORY (3) SATISFACTORY (4) VERY SATISFACTORY (5) OUTSTANDING