

# INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW (IPCR)

I, JIMSON C. LU, of the TREASURY SECTION, FINANCIAL DIVISION, commit to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measure for the period January to June 2022.

*JIMSON C. LU*  
RATTEE

Date : February 28, 2023

Reviewed by	Date	Approved by	Date
<i>Eufrecina D. Balon</i> EUFRECINA D. BALON	02/28/23	<i>Marivic E. Lopez</i> MARIVIC E. LOPEZ	02/28/23
Immediate Supervisor		Division Chief	

MFO/PAP	Success Indicator (Target + Measure)	Actual Accomplishment	Ratings				Remarks
			Q1	E2	T3	A4	
STRATEGIC PRIORITY							
Recording/Indexing of Checks and LDDAP	Post salaries, allowances and other benefits of LTO employees for 2 weeks, no error	Posted salaries, allowances and other benefits of LTO employees for 1 1/2 weeks, no error	5		4	4.5	
Releasing LDDAP, ACIC and Checks	Releases LDDAP, ACIC and Checks for countersigning within (20) minutes and submit to LBP	Released LDDAP, ACIC and Checks for countersigning within (20) minutes and submitted to LBP	5		4	4.5	
CORE FUNCTION							
Liaison Work	Delivers documents and checks within the day	Delivered documents and checks within the day	5		4	4.5	
SUPPORT FUNCTION							
Filing of documents	Sorts and files documents such as Vouchers and LDDAP-ADA without error, no missing	Sorted and filed documents such as LDDAP and ACIC without error, no missing					
Reproduction/Photocopying of official documents	Reproduces/Photocopies of official documents and other materials without unnecessary wastage of toner and paper	Reproduced/photocopied of official documents and other materials without unnecessary wastage of toner and paper					
Final Average Rating						4.50	

Comments and Recommendations for Development Purposes

Discussed with	Date	Assessed by	Date	Final Ranking by	Date
<i>Jimson C. Lu</i> JIMSON C. LU EMPLOYEE	February 28, 2023	I certify that I discussed my assessment of the performance with the personnel. <i>Eufrecina D. Balon</i> EUFRECINA D. BALON Immediate Supervisor	02/28/23	<i>Marivic E. Lopez</i> MARIVIC E. LOPEZ Division Chief	02/28/23

Legend 1-Quality

2 - Efficiency

3 - Timeliness

4 - Average