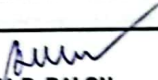



INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW (IPCR)

I JENNET L. INFANTE, of Treasury Section, Financial 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 of July to December 2022.


 RATEE
 Date: 2-27-2023

Reviewed by :		Date:	Approved by :		Date:		
 EUFRECINA D. BALON Chief, Treasury Section Immediate Supervisor		03/01/23	 MARIVIC E. LOPEZ Chief, Financial Division Head of Office				
MFO/PAP	SUCCESS FACTOR (Target + Measure)	ACTUAL ACCOMPLISHMENT	RATINGS				REMARKS
			Q1	E2	T3	A4	
STRATEGIC PRIORITY							
CORE FUNCTION							
OUTPUT 1							
Printing/Sorting/Filing of automated official receipts	Prints, sorts and files automated official receipts without error, no missing or's, 20 minutes per every 50 or's; without errors and no missing or's	Printed, sorted and filed automated official receipts without error, no missing or's, 20 minutes for every 50 or's; without error and no missing or's	5		4	4.5	
OUTPUT 2							
Segregate and files Abstract of Collection	Segregates and files Abstract of Collection after the end of day transaction without error	Segregated and files Abstract of Collection after the end of day transaction; without error	4		4	4	
OUTPUT 3							

SUPPORT FUNCTION							
OUTPUT 1							
Cashiering	Receives exact payment of fees and charges from clients and issues appropriate official receipts, 5 minutes upon receipt with no error	Received exact payment of fees and charges from clients and issued appropriate official receipts, 5 minutes upon receipt with no error	5		5	5	
Final Average Rating						4.50	
Adjectival Rating						VS	
Comments and Recommendation for Development Purposes :							
Discussed with :	Date : 2-27-2023	Assessed by:	Date:	Final Ranking by:	Date:		
JENNET L. INFANTE Emergency Helper EMPLOYEE	2-27-2023	I certify that I discussed my assessment of the performance with the employee. EUFRECINA D. BALON Chief, Treasury Section IMMEDIATE SUPERVISOR	03/01/23	MARIVIC E. LOPEZ Chief, Financial Division DIVISION CHIEF			

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