

INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW (IPCR)

I, Ma. Cherry Rose D. Cabrido, of the Equipment Unit, Property Section, Administrative 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 October 17 to December 31, 2022.

MA. CHERRY ROSE D. CABRIDO
Ratee

Date: FEB 23, 2023

Reviewed by:	Date:	Aproved by:	Date
<u>Maria Clarissa G. Ocsimer</u> Immediate Supervisor	<u>2/21/23</u>	<u>LOUELLA V. MUTIA</u> Head of Division	

Output	Success Indicator (Target + Measure)	Actual Accomplishment	Rating				Remarks
			Q	E	T	A	
Strategic Priority:							
Prepare inventory sticker for annual physical inventory of Property, Plant and Equipment (PPE)	Prepares inventory sticker for annual physical inventory of Property, Plant and Equipment (PPE) with 100% completeness	Prepared inventory sticker for annual physical inventory of Property, Plant and Equipment (PPE) with 95% completeness	4	5	5	4.67	
Core Function:							
Prepare pertinent documents such as PAR/PTR/ICS of equipment under IT Project	Prepares pertinent documents such as PAR/PTR/ICS of equipment under IT Project with 100% accuracy	Prepared pertinent documents such as PAR/PTR/ICS of equipment under IT Project with 95% accuracy	5	4	5	4.67	
Submit report of equipment issued (IT Project) to Accounting Section	Submits report of equipment issued (IT Project) to Accounting Section with 100% timeliness	Submitted report of equipment issued (IT Project) to Accounting Section with 95% timeliness	5	4	5	4.67	

Support Function:							
Disposal of Unclaimed/Impounded MV (Secretariat)	Assists in preparation of documents for disposal of impounded MV with 100% accuracy	Assisted in preparation of documents for disposal of impounded MV with 90% accuracy	5	4	4	4.33	
Final Average Rating			4.75	4.25	4.75	4.58	

Comments and Recommendations for Development Purposes
<i>Trainings at Linares</i>

Discussed with	Date	Assessed by	Date	Final Ranking by	Date
<i>[Signature]</i> MA. CHERRY ROSE D. CABRIDO	<i>FEB 23, 2023</i>	I certify that I discussed my assessment of the performance with the employee.		LOUELLA V. MUTIA	
		<i>[Signature]</i> MARIA CLARISSA G. OGSIMER	<i>2/21/23</i>	<i>[Signature]</i>	
Employee		Immediate Supervisor		Head of Division	

Legend

Rating

1 - Quality

1 - Poor

2 - Efficiency

2 - Unsatisfactory

3 - Timeliness

3 - Satisfactory

4 - Average

4 - Very

Satisfactory

5 - Outstanding