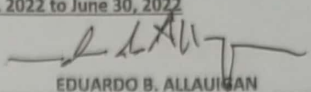
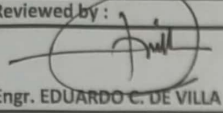


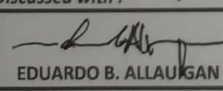
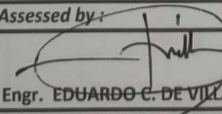
INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW

I, EDUARDO B. ALLAUIGAN of Motorpool Unit -General Services 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 of January 1, 2022 to June 30, 2022


EDUARDO B. ALLAUIGAN

Administrative Aide II

Reviewed by : 	Date : 2/28/23	Approved by : Engr. ROBERTO S. SE	Date :
Engr. EDUARDO C. DE VILLA OIC, Gen. Services Section		Chief, Administrative Division	

OUTPUTS	SUCCESS FACTOR (Target + Measure)	ACTUAL ACCOMPLISHMENTS	RATINGS				
			5	-	Outstanding		
			4	-	Very Satisfactory		
			3	-	Satisfactory		
			2	-	Unsatisfactory		
			1	-	Poor		
OUTPUT 1			Q	E	T	A	Remarks
Driving	Transport the LTO Personnels to their concerned destination of official travel with 96% efficiency	Transport the LTO Personnels to their concerned destination of official travel with 98% efficiency	4.50	5.00	5.00	4.83	
	Pick-up resource speakers and LTO Personnels with regards to seminars they need to conduct/attend to at Central Office with 95% accuracy.	Pick-up resource speakers and LTO Personnels with regards to seminars they need to conduct/attend to at Central Office with 98% accuracy.	4.50	5.00	5.00	4.83	
OUTPUT 2			Q	E	T	A	Remarks
Reports	Accomplish the report of their official trips on a daily basis with 93% accuracy.	Accomplish the report of their official trips on a daily basis with 95% accuracy.	4.00	4.50	4.50	4.33	
	Accomplish the report of their official trips on a monthly basis with 93% accuracy.	Accomplish the report of their official trips on a monthly basis with 95% accuracy.	4.00	4.50	4.50	4.33	
OUTPUT 3			Q	E	T	A	Remarks
Maintenance	Check the condition of the motor vehicle in a daily basis before transportating the assigned LTO Personnel with 96% efficiency.	Check the condition of the motor vehicle in a daily basis before transportating the assigned LTO Personnel with 98% efficiency.	4.50	5.00	5.00	4.83	
TOTAL OVER-ALL RATINGS			21.50	24.00	24.00	23.17	
FINAL AVERAGE RATING			4.30	4.70	4.75	4.58	
ADJECTIVAL RATINGS			Very Satisfactory				
Comments & Recommendation for Development Purposes :							
Discussed with : 	Date : 2-29-23	Assessed by : 	Date : 2/28/23	Final Ranking by : Engr. ROBERTO S. SE	Date :		
EDUARDO B. ALLAUIGAN Administrative Aide II		Engr. EDUARDO C. DE VILLA OIC, GENERAL SERVICES SECTION		Chief, Administrative Division			

Legend : 1) Quantity 2) Efficiency 3) Timeliness 4) Average