

INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW (IPCR)

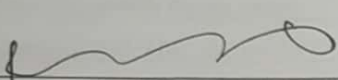
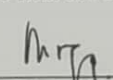
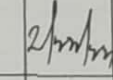
I ARTHUR C. BUENAAGUA of Supply Unit, Property Section, Administrative Division commit to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period of July 1 to december 31, 2023

ARTHUR C. BUENAAGUA

Ratee

Date: 2/20/23

Reviewed by :	Date	Approved by :	Date
MARIA CLARISSA G. OSSIMER OIC, Property Section	2/22/23	LOUELLA V. MUTIA OIC, Administrative Division	
OUTPUT	SUCCESS FACTOR (Target + Measure)	ACTUAL ACCOMPLISHMENT	Ratings
Core Function			Q E T A
OUTPUT 1			
Receive Accountable Forms and Non-Accountable Forms, Driver License Cards (DL , CL and SP)	Receives Accountable Form and Non - Accountable Forms , Driver's License Cards from the supplier with 100% accuracy		
OUTPUT 2			
Release Accountable Forms and Non-Accountable Forms, Driver License Card (DL , CL and SP)	Releases Accountable Form and Non - Accountable Forms , Driver's License Cards to the Regional Offices with 100% accuracy		
OUTPUT 3			
Monitors the status of the Accountable and Non-Accountable Forms from the National Printing Office and APO	Monitors the status of Accountable and Non-Accountable Forms from the National Printing Office and APO with 100% accuracy		

Support Function							Remarks
OUTPUT 1							
Perform other duties per instructions of my immediate supervisor	Performs other duties per instructions of my immediate supervisor with 100% accuracy						
Total Over-all Rating							
Final Average Rating							
Adjectival Rating							
Comments and Recommendation for Development Purposes :							
Discussed with :	Date :	Assessed by:	Date	Final Ranking by:	Date		
	2/20/2023	I certify that I discussed my assessment of the performance with the employee					
ARTHUR C. BUENAAGUA Employee		MARIA CLARISSA G. OGSIMER Immediate Supervisor		LOUELLA V. MUTIA Head of Division			

Legend 1 - Quality 2 - Efficiency 3 - Timeliness 4 - Average

Rating 1 - Poor 2 - Unsatisfactory 3 - Satisfactory 4 - Very Satisfactory 5 - Outstanding

INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW (IPCR)

I ARTHUR C. BUENAAGUA of Supply 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 of January 1 to June 30, 2023


ARTHUR C. BUENAAGUA

Ratee

Date: 2/20/23

Reviewed by :		Date	Approved by :				Date
MARIA CLARISSA G. OGSIMER OIC, Property Section		<u>2/20/23</u>	LOUELLA V. MUTIA OIC, Administrative Division				
OUTPUT	SUCCESS FACTOR (Target + Measure)	ACTUAL ACCOMPLISHMENT	Ratings				Remarks
Core Function			Q	E	T	A	
OUTPUT 1							
Receive Accountable Forms and Non-Accountable Forms, Driver License Cards (DL, CL and SP)	Receives Accountable Form and Non - Accountable Forms, Driver's License Cards from the supplier with 100% accuracy						
OUTPUT 2							
Release Accountable Forms and Non-Accountable Forms, Driver License Card (DL, CL and SP)	Releases Accountable Form and Non - Accountable Forms, Driver's License Cards to the Regional Offices with 100% accuracy						
OUTPUT 3							
Monitors the status of the Accountable and Non-Accountable Forms from the National Printing Office and APO	Monitors the status of Accountable and Non-Accountable Forms from the National Printing Office and APO with 100% accuracy						

Support Function							Remarks
OUTPUT 1							
Perform other duties per instructions of my immediate supervisor	Performs other duties per instructions of my immediate supervisor with 100% accuracy						
Total Over-all Rating							
Final Average Rating							
Adjectival Rating							
Comments and Recommendation for Development Purposes :							

Discussed with :	Date :	Assessed by:	Date	Final Ranking by:	Date
	2/20/2023	I certify that I discussed my assessment of the performance with the employee	2/24/23		
ARTHUR C. BUENAAGUA Employee		MARIA CLARISSA G. OGSIMER Immediate Supervisor		LOUELLA V. MUTIA Head of Division	

Legend

1 - Quality	2 - Efficiency	3 - Timeliness	4 - Average
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Rating

1 - Poor	2 - Unsatisfactory	3 - Satisfactory	4 - Very Satisfactory	5 - Outstanding
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