				COMMITMENT AND REVIEW (IPCR)				Howles	
I, MARIA CLARISSA G, OGS argets in accordance with the indicated	IMER, STDO of the Production of the period measures for the period	operty Section, Administra od July 01 to October 16 2	ative Division LTO CO. 022.	, commit to deliver and agree to be rated		ttainment		MARIA CLARIS	SA BOSIMER
Approved by:	./	Date							
Engr. ROBERTO'S	isor	ess Factor		The second secon		P	TING		REMARKS
ОИТРИТ	(Target	+ Measure)	Actu	al Accomplishment	-1	R.A	TING	-4	
CORE FUNCTIONS					Q ¹	E'	T	A	
. Property and Supply Management					-				
Prepare memoranda/circulars relative to property management and utilization.	To Prepare memoranda/circulars relative to property management and utilization.		Prepared memoranda/circulars relative to property management and utilization.		5	5	4	4.7	
Evaluate the performance of subordinate mployees and instills discipline among the Property personnel.	To Evaluate the performance of subordinate employees and instils discipline among the Property personnel.		Evaluated the performance of subordinate employees and instils discipline among the Property personnel.		5	4.	- 5	4.7	
Bids and Awards Committee-B (BAC-B) Member.	To attend and sign pertinent documents relative to BAC-B. Attended and		Attended and sign po	ertinent documents relative to BAC-B.	5	5	5	5.0	
Vice Chairman for LTO Disposal and Appraisal Committee (LTO-DAC) Unserviceable Property and Equipment.	To attend and sign pertinent documents relative to LTO Attended and sign Disposal and Appraisal Committee (LTO-DAC) Unserviceable Property and Equipment.			nt documents relative to LTO Disposal and (LTO-DAC) Unserviceable Property and Equipment.	5	4	5	4.7	
LTO Disposal Committee for Inclaimed/impounded Motor Vehicle (LTO- DCIUMV) Member.	Disposal Committee for L	ent documents relative to LTO Unclaimed/impounded Motor TO-DCIUMV)	Attended and sign pertinent documents relative to LTO Disposal Committee for Unclaimed/Impounded Motor Vehicle (LTO-DCIUMV)		4	4	4	4.0	
Chairman of LTO-CO Inventory Committee.		To conduct and sign pertinent documents relative to Chairman of LTO-CO inventory Committee. Conducted and sign pertinent documents relative to LTO-CO inventory Committee.			5	5	5	5.0	

	Distribution, allocation and recording of properties, supplies, accountable & non-accountable forms, plates and equipment.	100% that all properties and supplies received and procured are properly distributed, allocated and recorded.		100% that all properties and supplies received and procured are properly distributed, allocated and recorded.			5	4	4.7	
	Comply reportorial requirements on properties, supplies, accountable & non- accountable forms, plates and equipment management.	supplies, accountable & r	portorial requirements on properties, non- accountable forms, plates and in the prescribed period.	100% compilance to the reportorial requirements on properties, supplies, accountable & non- accountable forms, plates and equipment within the prescribed period.			5	4	4.7	
	Physical inventory of properties, supplies, accountable & non- accountable forms, plates and equipment.	accountable & non- account	al inventory of properties, supplies, table forms, plates and equipment in les and regulations within 2 months	accountable forms, plates a	ventory of properties, supplies, accountable & non- and equipment in accordance with COA rules and guiations within 2 months	5	5	4	4.7	
	Collect data and prepares matrixes as well as summary reports of projects with respective status	(PPMPs) and the prepara	oject Procurement Management Plan ation and submission of the Annual ement Plan (APP)	100% Consolidation of Project Procurement Management Plan (PPMPs) and the preparation and submission of the Annual Procurement Plan (APP)			5	5	5.0	
	Do other related duties that may be assigned from time to time.	To do other related duties that may be assigned from time to time.		To do other related duties that may be assigned from time to time.			5	5	5.0	
ı	Final Average Rating								4.73	
ı	Comments and Recommendation	for Development P	urposes							
į										
ı	Discussed With	Date	Assessed and Fi		Date					
	MARIA CLARISSA G. DGSIMER Employee	2/11/19	I certify that I discussed my performance with the employer Engr. ROBER	TØ SØE						
The same	Legend:	1 - Quality	2 - Efficiency	3 - Timeliness	4 - Average					



		INDIVIDUA	L PERFORMANCE CO	OMMITMENT AND REVIEW (IPCR)						
I, MARIA CLARISSA G. OGSIM targets in accordance with the indicated r		perty Section, Administrati	ve Division LTO CO.	commit to deliver and agree to be rated on		inment o	M	ARIA CLARISS	A G. DESIMER	
Approved by:		Date								
LOUELLA V. MUTI Immediate Supervis										
OUTPUT		ess Factor :+ Measure)	Actual Accomplishment			RA	TING	REMARKS		
					Q ¹	E ²	T	A ⁴		
CORE FUNCTIONS										
a. Property and Supply Management										
Prepare memoranda/circulars relative to property management and utilization.	To Prepare memoranda/circulars relative to property management and utilization.		Prepared memoranda/circulars relative to property management and utilization.		5	5	5	5		
Evaluate the performance of subordinate employees and instils discipline among the Property personnel.	To Evaluate the performance of subordinate employees and instils discipline among the Property personnel.			ance of subordinate employees and instils among the Property personnel.	5	4	4	4		
Bids and Awards Committee-B (BAC-B) Member.	To attend and sign pertinent documents relative to BAC-B.		Attended and sign pertinent documents relative to BAC-B.			5	4	5		
Vice Chairman for LTO Disposal and Appraisal Committee (LTO-DAC) Unserviceable Property and Equipment.	To attend and sign pertinent documents relative to LTO Disposal and Appraisal Committee (LTO-DAC) Unserviceable Property and Equipment.		Attended and sign pertinent documents relative to LTO Disposal and Appraisal Committee (LTO-DAC) Unserviceable Property and Equipment.		5	4	4	4		
LTO Disposal Committee for Unclaimed/impounded Motor Vehicle (LTO- DCIUMV) Member.	To attend and sign pertinent documents relative to LTO Disposal Committee for Unclaimed/Impounded Motor Vehicle (LTO-DCIUMV)		Attended and sign pertinent documents relative to LTO Disposal Committee for Unclaimed/Impounded Motor Vehicle (LTO-DCIUMV		4	4	4	4		
Chairman of LTO-CO Inventory Committee.		ertinent documents relative to CO Inventory Committee.		pertinent documents relative to Chairman of -CO Inventory Committee.	5	5	4	5		

Distribution, allocation and recording of properties, supplies, accountable & non-accountable forms, plates and equipment.	100% that all properties and supplies received and procured are properly distributed, allocated and recorded.		100% that all properties and supplies received and procured are properly distributed, allocated and recorded.		5	5	4	5	
comply reportorial requirements on properties, applies, accountable & non-accountable forms, plates and equipment management.	100% compliance to the reportorial requirements on properties, supplies, accountable & non- accountable forms, plates and equipment within the prescribed period.		100% compliance to the reposition accountable & non-accountable fi	5	5	4	5		
Physical Inventory of properties, supplies, accountable & non- accountable forms, plates and equipment.	accountable & non-account	al inventory of properties, supplies, table forms, plates and equipment in es and regulations within 2 months	100% Conduct of physical inventory of properties, supplies, accountable & non- accountable forms, plates and equipment in accordance with COA rules and regulations within 2 months			5	4	5	
Collect data and prepares matrixes as well as summary reports of projects with respective status	(PPMPs) and the prepara	ject Procurement Management Plan tion and submission of the Annual ment Plan (APP)	100% Consolidation of Project Procurement Management Plan (PPMPs) and the preparation and submission of the Annual Procurement Plan (APP)			5	5	5	
Do other related duties that may be assigned from time to time.	To do other related duties the	at may be assigned from time to time.	To do other related duties that may be assigned from time to time.			5	5	5	
Final Average Rating	Rating							4.64	
comments and Recommendation	for Development P	urposes							
Discussed With	Date	Assesssed and F	nal Ranking by	Date					
MARIA CLARISSA G. OGSIMER Employee	1/2/24	I certify that I discussed m performance with the employ	ee V. MUTIA						