





**TOURISM INFRASTRUCTURE AND ENTERPRISE ZONE AUTHORITY**  
**Individual Performance Commitment and Review (IPCR)**

I, BERNARD T. FAJARDO, of the BUSINESS DEVELOPMENT DEPARTMENT, Sales 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  
July - December 2019

BERNARD T. FAJARDO




Ratee

Date: \_\_\_\_\_

Reviewed by	Date	Approved by	Date
			
EVA MARIE M. VICEDO		MA. EVELYNE A. FRANCISCO	

STRATEGIC OBJECTIVES/ FUNCTIONS	SUCCESS INDICATOR	Actual Accomplishments	RATING				Remarks
			Q1	E2	T3	A4	
CORE SUPPORT FUNCTION	Prepared and monitored division budget acted upon by the DivM 7 WD from submission	Acted upon 2nd submission; signed within 1 day	4.000		5.000	4.500	
	Prepared Sales Financial and Production reports of various operating properties acted upon by the DivM 7 WD from submission	Acted upon 2nd submission; signed within 1 day	4.000		5.000	4.500	

STRATEGIC OBJECTIVES/ FUNCTIONS	SUCCESS INDICATOR	Actual Accomplishments	RATING				Remarks
			Q1	E2	T3	A4	
CORE SUPPORT FUNCTION	Marketing Plan of Zamboanga Golf Course and Beach Park acted upon by the DivM 7 WD after submission		4.000		4.000	4.000	
FINAL AVERAGE RATING			12.000		14.000	4.333	
Comments and Recommendations for Development Purposes							

Discussed with	Date	Assessed by	Date	Final Ranking by	Date
 BERNARD J. FAJARDO		I certify that I discussed my assessment of the performance with the employee.			
		 EVA MARIE M. VICEDO			
				MA. EVELYNE A. FRANCISCO	

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

**BUSINESS DEVELOPMENT DEPARTMENT RATING MATRIX**  
**SALES DIVISION**  
**JULY - DECEMBER 2019**

**BERNARD FAJARDO**

STRATEGIC OBJECTIVE		SUCCESS INDICATORS	INDIVIDUAL LEVEL											
CORE FUNCTION	CORE FUNCTION	Prepare and monitor the 2019 division budget for the DivM 7 WD from submission	5 - Acted upon by the DivM upon 1st submission	4 - Upon 2nd submission	3 - Upon 3rd submission	2 - Upon 4th submission	1 - Disapproval	Description of Ratings for QUALITY	Description of Ratings for EFFICIENCY	Description of Ratings for TIMELINESS				
			5 - Acted upon by the DivM upon 1st submission	4 - Upon 2nd submission	3 - Upon 3rd submission	2 - Upon 4th submission	1 - Disapproval							
			5 - Acted upon by the DivM upon 1st submission	4 - Upon 2nd submission	3 - Upon 3rd submission	2 - Upon 4th submission	1 - Disapproval							
			5 - Acted upon by the DivM upon 1st submission	4 - Upon 2nd submission	3 - Upon 3rd submission	2 - Upon 4th submission	1 - Disapproval							
			5 - Acted upon by the DivM upon 1st submission	4 - Upon 2nd submission	3 - Upon 3rd submission	2 - Upon 4th submission	1 - Disapproval							
CORE FUNCTION	CORE FUNCTION	Production reports of various operating properties acted upon by the DivM 7 WD from submission	5 - Acted upon by the DivM upon 1st submission	4 - Upon 2nd submission	3 - Upon 3rd submission	2 - Upon 4th submission	1 - Disapproval	Description of Ratings for QUALITY	Description of Ratings for EFFICIENCY	Description of Ratings for TIMELINESS				
			5 - Acted upon by the DivM upon 1st submission	4 - Upon 2nd submission	3 - Upon 3rd submission	2 - Upon 4th submission	1 - Disapproval							
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			5 - Acted upon by the DivM upon 1st submission	4 - Upon 2nd submission	3 - Upon 3rd submission	2 - Upon 4th submission	1 - Disapproval							
			5 - Acted upon by the DivM upon 1st submission	4 - Upon 2nd submission	3 - Upon 3rd submission	2 - Upon 4th submission	1 - Disapproval							
CORE FUNCTIONS	Marketing Plan of Zamboanga Golf Course acted upon by the DivM 7 WD from submission	5 - Upon 1st submission	4 - Upon 2nd submission	3 - Upon 3rd submission	2 - Upon 4th submission	1 - Disapproval	Description of Ratings for QUALITY	Description of Ratings for EFFICIENCY	Description of Ratings for TIMELINESS					
		5 - Less than 4 WD upon submission	4 - acted upon 5-6 WD from submission	3 - acted upon 7 WD from submission	2 - acted upon 8-9 WD from submission	1 - more than 10WD from submission								
		5 - Less than 4 WD upon submission	4 - acted upon 5-6 WD from submission	3 - acted upon 7 WD from submission	2 - acted upon 8-9 WD from submission	1 - more than 10WD from submission								
		5 - Less than 4 WD upon submission	4 - acted upon 5-6 WD from submission	3 - acted upon 7 WD from submission	2 - acted upon 8-9 WD from submission	1 - more than 10WD from submission								
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