

## TOURISM INFRASTRUCTURE AND ENTERPRISE ZONE AUTHORITY

Individual Performance Commitment and Review (IPCR)

# I, MAGDARA A. SARIP, of the OPERATIONS DEPARTMENT, ZAMBOANGA GOLF COURSE AND BEACH PARK,

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 TO DECEMBER 2020

M M A awa MAGDARA A. SARIP Resident Manager

Date				Remarks						
			RATING	A4	5.000	4.000	5.000	3.500	3.500	5.000
	A ctor			T3	2.000		2.000	2.000	2.000	2.000
				E2						
	S F. LOZAD	Office		01	5.000	4.000	5.000	5.000	5.000	5.000
Approved by	JETRO NICOLAS F. LOZADA ACOO-Asset Management Sector	Head of Office		Actual Accomplishments	Submitted earlier than 7th WD, no error	Attained Budget Utilization Rate of 92.00%	Submitted 1 Revenue Streams September 2020	Submitted on 6th WD and achieved a performance rating of 99.10% satisfaction rating for the period	Submitted on the 6th WD and achieved 96.18% Happy Smiley	Achived by September 28, 2020, accepted without revision.
Date	SA C. ALVAREZ ns Department	IMMEDIATE SUPERVISOR AL		SUCCESS INDICATOR	Accurate Financial Report, submitted to OPED on the 8th working day of the succeeding month	Attained Budget Utilization Rate of 90% based on approved budget plus realignments and/or supplemental budget	Attained 1 Revenue Stream implemented by the end of December 31, 2020	Summary Customer Feedback Forms submitted monthly to the DM-OPED on the 5th WD of the succeeding gathered a total score of 50% at the end of December 31, 2019	Summary Emoticons submitted to the DM-OPED on the 5th WD of the succeeding month. Gathered a total score of 85% Smiley images.	Submitted Maintenance Plan to OPED by the end of December 31, 2020, accepted upon 2nd revision
Reviewed by	ATTY. MARIA TERESA C. ALVAREZ Manager-Operations Department		STRATEGIC OBJECTIVES/	FUNCTIONS	¥ ×	Pi Pi	A	. S. D. S.	s to	33

5.000 3.000	4.143	Final Ranking by Date	JETRO NICOLAS F. LOZADA
ory based enhancements needs sent Attended the training before the end of December 31, December 31, 2020. 60% of the personnel sent to to competency based training	Comments and Recommendations for Development Purposes  Jiscussed with	l discussed my assessment of ance with the employee	(EMPLOYEE NAME)  1Cy 3 - Timeliness 4 - Average  (DIVISION HEAD NAME)
FINAL AVERAGE RATING	Comments and Recommer Discussed with	MAK	(EMPLOYEE NAME) Legend: 1 - Quality 2- Efficiency 3 - Timeliness 4- Average

(DEPARTMENT HEAD NAME)



### Republic of the Philippines

## Tourism Infrastructure & Enterprise Zone Authority

### OPERATIONS DEPARTMENT RATING MATRIX July - December 2020

SUCCESS INDICATOR	amboanga Golf Course and Beach Par	QUALITY
Àccurate Financial Report,	5 - submitted earlier than 7 WD	5 - no error
submitted to OPED on the 8th working	4 - submitted on 7th WD	3 - 110 e1101
day of the succeeding month	3 - submitted on the 8th WD	
day of the succeeding month		
	2 - submitted on the 9th WD	
	1 - submitted beyond 9th WD	1 - with error
Attained Budget Utilization Rate of 90% based on approved budget plus realignments		5 - 94% & above of approved budget 4 - 91% - 93%
and/or supplemental budget		3 - 90%
and or supplemental budget	1	2 - 85% - 89%
Markhaman CO at D. "	F 1 10 1 P 1 1 10 P	1 - 84% & below
Monthly summary of Customer Feedback	5 - submitted earlier than 4 WD	5 - above 90%
submitted to OPED on the 5th WD of the	4 - submitted on the 4th WD	4 - 86.00% - 90%
succeeding month Achieved a performance rating of 85% at	3 - submitted on the 5th WD 2 - submitted on the 6th WD	3 - 85% 2 - 80% - 84.99%
the end of December 31, 2020	1 - submitted beyond 6th WD	1 - below 80%
Monthly summary of emoticons	5 - submitted earlier than 4 WD	5 - above 90% happy smiley
submitted to OPED on the 5th WD	4 - submitted on the 4th WD	4 - 86% - 90% happy smiley
of the succeeding month	3 - submitted on the 5th WD	3 - 85% happy smiley
Attained 85% happy smileys	2 - submitted on the 6th WD	2 - 81% - 84.99% happy smiley
(number of happy smiley/total smiley)	1 - submitted beyond 6th WD	I - below 81% happy smiley
One Revenue Stream implemented by the	5 - implemented by December	5 - implemented
end of December 31, 2020	31, 2020	
1		
1	1 - was not submitted by December 31, 2020	1 - was not implemented
Submitted Maintenance Plan to Oped	5 - submitted to by Dec 31, 2020	5 - accepted w/o revision
by the end of December 31, 2020,		4 - accepted upon 1st revision
accepted upon 2nd revision		3 - accepted upon 2nd revision
	1 - was not submitted by	2 - accepted upon 3rd revision
	December 31, 2020	1 - for complete revision of the plan
60% of personnel with competency	5 - attended the training before	5 - 65% and above
based enhancement needs sent to	the end of December 31, 2020	4 - 61% to 64%
competency based training before the		3 - 60%
end of December 31, 2020	1 - participants did not attend	2 - 56 to 59%
	the training	1 - 55% and below