



**TOURISM
INFRASTRUCTURE AND
ENTERPRISE
ZONE
AUTHORITY**

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January 11, 2021

MEMORANDUM

FOR : The Manager, Administrative Services Department
FROM : The Manager, Corporate Planning Department
SUBJECT : Business Development Department
Office Performance Commitment and Review (OPCR)

As per your request, hereunder are the OPCR ratings of the Department for the two (2) consecutive grading periods:

<u>PERIOD</u>	<u>RATING</u>
2 nd semester, July to December 2019	4.333
1 st semester, January to June 2020	4.750

We have already evaluated said OPCR and have noted that there are a few items in which supporting documents are yet to be submitted.

Thank you.


FRANCIS RANDY J. HORTELANO
Manager, Corporate Planning Department

epd/memo w/ rating BDD