

TOURISM INFRASTRUCTURE AND ENTERPRISE ZONE AUTHORITY Office Performance Commitment and Review (OPCR)

on the attainment of the following targets in accordance with the indicated measures for the period July - December 2020. I, MA. EVELYNE A. FRANCISCO, Manager of the BUSINESS DEVELOPMENT DEPARTMENT commit to deliver and agree to be rated

Approved by:

ACOO-Assets Management Sector JETRO NICOLAS F.LOZADA

MA-EVELYNE A. FRANCISCO

Manager, Business Development Department

Date:

Rating Scale:

5 - Outstanding

1 - Poor 2 - Unsatisfactory

4 - Very Satisfactory

3 - Satisfactory

		Allottad	Divicion		105 m 135	RAT	RATING		
OBJECTIVES/FUNCTIONS	SUCCESS INDICATORS	Budget	Accountable	Actual Accomplishments	Q1	E 2	13	A4	KEMAKKS
SO 4: Achieved	1. Contributed the amount of P0.375M to		Sales Division	Above P0.500M, actual con-		5.00 5.00		5.00	
Financial Viability	P0.500M to the overall revenue of TIEZA			tribution amounted to					
and Sustainability of	Operating Properties by Dec. 11, 2020			P0.570M by Nov. 27, 2020					
TIEZA Assets							_		
	1. Approval of participation & Sponsor-		Sales Division	Acted upon 2nd submission	4.00		5.00	4.50	
CORE Functions:	ship in Tourism/Travel Trade / Corporate			signed within 1 day					
Entities' Promotions	Events approved by the ACOO w/in 3rd								
Program	submission and signed w/in 3 working		Sales Division						
	days.						1		
	2. 2021 Marketing Plan of Banaue Hotel/		Sales Division	Nov. 26, 2020 upon 1st	5.00		4.00	4.50	
	Balicasag Island Dive Resort / Garden of			submission					
CORE Function:	Malasag Eco Tourism Village / Zambo-								
Formulation of	anga Golf Course & Beach Park / Club								
Marketing Plan	Intramuros Golf Course & Rizal's								
	Bagumbayan Light & Sound Museum								
	approved by the ACOO by Dec. 14,								
	2020 upon 4th submission.								



TOURISM INFRASTRUCTURE AND ENTERPRISE ZONE AUTHORITY Office Performance Commitment and Review (OPCR)

Submission Sub	Chush van van	Office Let Joint	ance comi	Office Fellormanice communication and veriew	IEW (Or CV)		RAT	RATING		
S. Recommendation from the report market sounding submitted to ACOO-AMS 11 - 14 and Development to ACOO-AMS 5 days from by ACOO-AMG 11 - 14 Division (BRDD) submission by Division Manager, & acted upon 1st submission S. OO S.	OBJECTIVES/ FUNCTIONS	SUCCESS INDICATORS	Alloted Budget	Accountable	Actual Accomplishments	67	E2	13	A4	REMARKS
sounding submitted to ACOO-AMS 11 - 14 days after Division Manager & acted upon by ACOO-AMGT Sector 3rd submission 4. Business Plan approved by ACOO-AMGT Sector by Dec. 27, upon 4th submission. 5. Memo and Purchase Request (PR) of approval of COO. 6. Memo endorsement to BAC for the procurement of the appraisal of assetts thru bidding approved by ACOO for AMGT Sector by Dec. 3 upon 3rd submission 6. Memo endorsement to BAC for the procurement of the appraisal of assetts thru bidding approved by ACOO for AMGT Sector by Sept. 32, acted upon 4th submission 7. Proposed Action Plan for Titling approved by ACOO-AMGT Sector by Sept. 23, acted upon 4th submission And Development submission (BRDD) Division (BRDD) Business Research Agproved by ACOO for AMGT Sector by Division (BRDD) Business Research March 6, 2020 upon 1st submission Division (BRDD) Business Research March 6, 2020 upon 1st submission Business Research October 8, 2020 upon 5.00 5.00 Business Research September 16, 2020 upon 5.00 5.00 Business Research September 16, 2020 upon 5.00 5.00 Business Research Division (BRDD) Division (BRDD) Division (BRDD) AMGT by Dec. 3 upon 3rd submission Division (BRDD) Division (BRDD) Division (BRDD)		3. Recommendation from the report market		Business Research	Recommendation submitted	5.00		5.00	5.00	
by ACOO-AMGT Sector by Dec. 27, upon 4th submission days after Division Manager & acted upon by ACOO-AMGT Sector 3rd submission Manager, acted upon 1st submission March 6, 2020 upon 1st submission Socious submission March 6, 2020 upon 1st submission March 6, 2020 upon 1st submission Socious submission March 6, 2020 upon 1st submission Socious submission March 6, 2020 upon 1st submission Socious submission March 6, 2020 upon 1st submission Sociou	CORE Function:	sounding submitted to ACOO-AMS 11 - 14		and Development	to ACOO-AMS 5 days from					
by ACOO-AMGT Sector 3rd submission Business Research Approved December 21, 4.00 5.00 AMGT Sector by Dec. 27, upon 4th submission. Business Research Approved December 21, 4.00 5.00 AMGT Sector by Dec. 27, upon 4th 5.00 5.00 and Development 5.00 properties to be appraised, recommended by ACOO for AMGT Sector by 5.00 properties to be appraised, recommended by ACOO for AMGT Sector by 5.00 properties to be appraised of GOO. 6. Memo endorsement to BAC for the procurement of the appraisal of assets thru bidding approved by ACOO for AMGT Sector by 5.00 Division (BRDD) AMGT by Dec. 3 upon 3rd submission 5.00 Division (BRDD) AMGT by Dec. 3 upon 4th submission 5.00 Division (BRDD) Division (BRDD) Business Research October 8, 2020 upon 5.00 5.00 5.00 5.00 5.00 5.00 5.00 5.0	Investment Promotions	days after Division Manager & acted upon		Division (BRDD)	submission by Division					
4. Business Plan approved by ACOO- AMGT Sector by Dec. 27, upon 4th submission. 5. Memo and Purchase Request (PR) of properties to be appraised, recommended by ACOO for AMGT Sector by Sept. 30 upon 3rd submission for approved by ACOO for by ACOO for AMGT Sector by 6. Memo endorsement to BAC for the procurement of the appraisal of assets thru bidding approved by ACOO for AMGT Sector by AMGT by Dec. 3 upon 3rd submission 7. Proposed Action Plan for Titling approved by ACOO-AMGT Sector by Sept. 23, acted upon 4th submission Business Research Division (BRDD) Business Research October 8, 2020 upon 5.00 Business Research October 8, 2020 upon 5.00 Business Research September 15, 2020 upon 5.00 Business Research September 16, 2020 upon 5.00 Business Research September 15, 2020 upon 5.00 Business Research September 15, 2020 upon 5.00 Business Research September 15, 2020 upon 5.00 Business Research September 16, 2020 upon 5.00	Program	by ACOO-AMGT Sector 3rd submission			Manager, acted upon 1st submission					
5. Memo and Purchase Request (PR) of properties to be appraised, recommended by ACOO for AMGT Sector by Sept. 30 upon 3rd submission for approval of COO. 6. Memo endorsement to BAC for the procurement of the appraisal of assets thru bidding approved by ACOO for AMGT Sector by AMGT by Dec. 3 upon 3rd submission 7. Proposed Action Plan for Titling approved by ACOO-AMGT Sector by Sept. 23, acted upon 4th submission 8 Division (BRDD) 8 Division (BRDD) 9 Division (BRDD) 1 St submission 9 Division (BRDD) 1 Sept. 25, acted upon 4th submission 5 Division (BRDD) 5 Division (BRDD)	CORE Function: Formulation of Business Plan	4. Business Plan approved by ACOO-AMGT Sector by Dec. 27, upon 4th submission.		Business Research and Development Division (BRDD)	Approved December 21, 2020 upon 3rd submission	4.00		5.00	4.50	
6. Memo endorsement to BAC for the procurement of the appraisal of assets thru bidding approved by ACOO for AMGT by Dec. 3 upon 3rd submission 7. Proposed Action Plan for Titling approved by ACOO-AMGT Sector by Sept. 23, acted upon 4th submission Division (BRDD) Business Research September 16, 2020 upon 5.00 5.00 5.00 5.00 5.00 5.00 5.00 5.0	Ni Ni	5. Memo and Purchase Request (PR) of properties to be appraised, recommended by ACOO for AMGT Sector by Sept. 30 upon 3rd submission for approval of COO.		-	March 6, 2020 upon 1st submission	5.00		5.00	5.00	
7. Proposed Action Plan for Titling approved by ACOO-AMGT Sector by Sept. 23, acted upon 4th submission Division (BRDD) Sept. 25 acted upon 4th submission Ath submission		6. Memo endorsement to BAC for the procurement of the appraisal of assets thru bidding approved by ACOO for AMGT by Dec. 3 upon 3rd submission		1	October 8, 2020 upon 1st submission	5.00		5.00	5.00	
		7. Proposed Action Plan for Titling approved by ACOO-AMGT Sector by Sept. 23, acted upon 4th submission 4th submission			September 16, 2020 upon 1st submission	5.00		5.00	5.00	



TOURISM INFRASTRUCTURE AND ENTERPRISE ZONE AUTHORITY

Office Performance Commitment and Review (OPCR)

huvoung		RATING	1
CAIEGORY	1 E2	13	A4
Strategic Objective Strategic Objective Strategic Objective 1. Contributed Financial Viability and Sustainability of TIEZA Assets 1. Contributed the amount of P0.375M to P0.500M to the overall revenue of TIEZA Operating	5.00	0 5.00	00 5.00
1. Participation and Sponsorship in Tourism / Travel Trade / Corporate Events approved by the ACOO within 3rd submission and signed within 3 working days.	4.00	5.00	
rt / Garden of Malasag Eco Tourism os Golf Course and Rizal's Bagum-	5.00	4.00)0 4.50
1-14 days after submission by Division	5.00	5.00	5.00
Manager and acted upon by ACOO-AMGT Sector by Dec. 27, upon 4th submission. 4.	4.00	5,00	
by ACOO for AMGT	5.00	5.00	
e appraisal of assets thru bidding approved by	5.00	5.00	5.00
7. Proposed Action Plan for Titling approved by ACOO-AMGT Sector by Sept. 23, acted upon 4th	5.00	5.00	5.00
submission.			
Total Overall Rating Final Average Rating			38.50 4.812

Associate No.		Final Rating by:
Assessed by:		
Thinkow		
FRANCIS RANDY J. HORTELANO	ATTY. JOY M. BULAUITAN	POCHOLO D. PARAGAS
Manager Cornorate Planning Denartment	Chairperson, Performance Management Team	Chief Operating Officer
Manager, corporate ramming population.		

· · · · · · · · · · · · · · · · · · ·	-			
		SO 4 Achieved Financial Viability and Sustainability of TIEZA Assets	STRATEGIC OBJECTIVE	
		Contributed the amount of P0.375M to P0.500M in the overall revenue of TIEZA Operating Properties by December 11, 2020	SUCCESS	
			Description of Ratings for QUALITY	DEPARTN
		5 - above P0.500M 5 - by November 27, 2020 4 - above 4 - by December P0.375M to 4, 2020 3 - P0.375M 3 - by December 11, 2020 2 below P0.375M 2 - by December 18, 2020 1 - below P0.300M 1 - on December 29, 2020	Description of Ratings for EFFICIENCY	DEPARTMENT LEVEL
		5- by November 27, 2020 4- by December 4, 2020 3- by December 11, 2020 2- by December 18, 2020 1- on December 29, 2020	Description of Ratings for TIMELINESS	
		Contributed the amount of P0.375M to P0.500M in the overall revenue of TIEZA Operating Properties by December 11, 2020	SUCCESS INDICATORS	
			Description of Ratings for QUALITY	DIVISION LEVEL
		5 - above P0.500M 5 - by November 27, 2020 4 - above P0.375M 4 - by December to P0.500M 4, 2020 2 - below P0.375M 2 - by December 11, 2020 1 - below P0.300M 1 - on December 29, 2020	Description of Ratings for EFFICIENCY	LEVEL
		we P0.500M 5 - by November 27, 2020 27, 2020 4 - by December 4, 2020 375M 3 - by December 11, 2020 18, 2020 29, 2020 29, 2020	Description of Ratings for TIMELINESS	
December 11, 2020 through group bookings	Contributed the amount of P0.052M to P0.070M in the overall revenue of TIEZA Operating Properties by	Contributed the amount of P0.270 to P0.360M in the overall revenue of TIEZA Operating Properties by December 11, 2020 through countersales/FIT bookings Contributed the amount of P0.052M to P0.070M in the overall revenue of TIEZA Operating Properties by December 11, 2020 through online bookings	SUCCESS INDICATORS	
			Description of Ratings for QUALITY	INDIVIDUAL LEVEL
2 - below PU.070M			Description of Ratings for EFFICIENCY	AL LEVEL
2- by December 18, 2020 1- on December 29, 2020	November 27, 2020 4 - by December 4, 2020 3 - by December 11, 2020	5 - by November 27, 2020 4 - by December 4, 2020 2 - by December 18, 2020 1 - on December 27, 4 - by December 4, 2020 5 - by November 27, 4 - by December 4, 2020 5 - by December 4, 2020 5 - by December 4, 2020 7 - on December 18, 2020 8 - by December 18, 2020 9 - on December 29, 2020 1 - on December 29, 2020	Description of Ratings for TIMELINESS	

CORE FUNCTIONS	CORE FUNCTIONS: Formulation of Marketing Plan	CORE FUNCTIONS: Entities' Promotions Program	STRATEGIC
SNOIT			TIVE
H	2021 Marketing Plan of Banaue Hotel / Balicasag Island Dive Resort / Gardens of Malasag Eco Tourism Village / Zamboanga Golf Course and Beach Park / Club Intramuros Golf Course and Rizal's Bagumbayan Light and Sound Museum approved by the ACOO-AMS by Dec 14,2020 upon 4th	Participation and Sponsorship in Tourism/Travel Trade/Corporate Events acted upon by the ACOO with within 3rd submission and signed within 3 WD	SUCCESS
	5-Approved upon 2nd submission 4- 3rd 3- 4th 2- 5th 1- Disapproved	5 - Acted upon by the 1st submission 4 - Upon 2nd submission 3 - Upon 3rd submission upon 2nd submission 1 - Disapproval	DEPARTN Description of Ratings for QUALITY
	н		DEPARTMENT LEVEL ption of Description of Ratings for EFFICIENCY
	5-Approved by ACOO-AMS on or before Dec. 4 4-by Dec. 9 3-by Dec. 17 1- beyond Dec. 17	5 - Signed within 1 days 4-within 2 days 3-within 3 days 2-within 4 days 1-more than 4 days	Description of Ratings for TIMELINESS
Prepare and monitor the division budget for 2020 acted upon 3rd submission by the DM and signed w/in 5-6 WD	5-Approved by Accoo-AMS on or Marketing Plan before Dec. 4 submitted to the 4-by Dec. 14 Department 2-by Dec. 17 Lpeyond Dec. 17 upon 4th submission	Participation and Sponsorship in Tourism/Travel Trade/Corporate Events acted upon by the DM with within 3rd submission and signed within 3 WD	SUCCESS
5 - Acted upon by the DM upon 1st submission 4 - Acted upon 2nd submission 3 - Acted upon 3rd submission 7 - Acted upon 1 - Disapproval 1 - Disapproval	5- Acted upon 2nd submission 4- 3rd 3- 4th 2- 5th 1- no submission	5 - Acted upon by the 1st submission 4 - Upon 2nd submission 3 - Upon 3rd submission 2 - Upon 4th submission 1 - Disapproval	DIVISION LEVEL Description of Description of Ratings for Ratings for QUALITY EFF
			Description of Ratings for EFFICIENCY
5- Signed within 1-2 WD 4-within 4-3 WD 3-within 5-6 WD 2-within 6-7 WD 1-more than 7 WD	5- Reviewed MP submitted to DM on or before Nov. 23 4- by Nov. 26 3- by Dec. 1 2- by Dec 4 1- beyond Dec 4	5 - Signed within 1 day 4-within 2 days 3-within 3 days 2-within 4 days 1-more than 4 days	Description of Ratings for TIMELINESS
Prepare and monitor the division budget for 2020 acted upon 3rd submission by the DivM and signed w/in 5-6 WD	2021 Marketing Plan of BHYH, BIDR, GMETV, CI, ZGCBP & LSM submitted to Division Manager by Nov. 18, acted upon 3rd submission	Participation and Sponsorship in Tourism/Travel Trade/Corporate Events acted upon by the DivM with within 3rd submission and signed within 3 WD	SUCCESS
5 - Acted upon by the DM upon 1st submission 4 - Acted upon 2nd submission 3 - Acted upon 3rd submission 2 - Acted upon 1 - Disapproval	5-MP acted upon ,1st submission 4-2nd 3-3rd 2-4th 1- no submission	5 - Acted upon by the DM upon 1st submission 4 - Acted upon 2nd submission 3 - Acted upon 3rd submission 2 - Acted upon 4th submission 1 - Disapproval	INDIVIDUAL LEVEL Description of
			Description of Ratings for EFFICIENCY
1-2 WD 4-within 4-3 WD 3-within 5-6 WD 2-within 6-7 WD 1-more than 7	5- Submitted to Div. M. on or before Nov. 10 4- by Nov. 13 3- by Nov. 18 2- Nov. 23 1- beyond Nov. 23 23	5- Signed within 1 WD 4-within 2-3 WD 3-within 4-5 WD 2-within 6-7 WD WD	Description of Ratings for TIMELINESS

Date :

Endorsed by :

EVA MAKIEM, VICEDO

Date :

Approved by :

MA. EVELYNE A. FRANCISCO

CORE FUNCTIONS	CORE FUNCTIONS: Sales Report	STRATEGIC OBJECTIVE
		SUCCESS
		DEPARTIVE Description of Ratings for QUALITY
		DEPARTMENT LEVEL ption of Description of Ratings for EFFICIENCY
ii a		Description of Ratings for TIMELINESS
Review and prepare semestral market data report of TIEZA operating properties, acted upon by the DM on 3rd submission, signed within 5 working days	Sales Reports submitted to DM. every 3rd Wed. of the following month & acted upon 3rd submission	SUCCESS
b - Acted upon by the DivM upon 1st submission 4 - Acted upon 2nd submission 3 - Acted upon 3rd submission 2 - Acted upon 4th submission 4th submission 1 - Disapproval		Division Lev Description of Doratings for QUALITY
		Description of Ratings for EFFICIENCY
2 WD from submission 4- signed within 3-4 WD from submission 3-within 5 WD 3-within 5 WD 2-acted upon 6-7 WD from submission 1- signed more than 7 WD from submission		Description of Ratings for TIMELINESS
by the DivM upon 1st submission A-cted upon 2nd submission 2nd submission 4 - Acted upon 7 TEZA operating properties, acted upon by the DivM on 3rd submission, signed within 5 working days 1 - Disapproval	Sales Reports submitted to DivM every 2nd Wed. of the following month & acted upon 3rd submission	SUCCESS
by the DivM upon 1st submission 4 - Acted upon 2nd submission 2nd submission 2 - Acted upon 3 rd submission 4 - Disapproval		INDIVIDUAL LEVEL Description of
		Description of Ratings for EFFICIENCY
1-2 WD from submission 4- signed within 3-4 WD from submission 3-within 5 WD 3-within 5 WD 7-acted upon 6-7 WD from submission 1- signed more than 7 WD from submission 1- signed more than 7 WD from submission	5- Submitted every 2nd Monday of the following month 4-Tuesday/1 day after Mon 3-Wednesday/2 days after Mon 2-Thursday 2-Thursday 1-Friday or beyond	Description of Ratings for TIMELINESS

*yssafiles/IPCR 2020/2ndsem2020 matrix/9-7-2020

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BUSINESS RESEARCH AND DEVELOPMENT DIVISION RATING MATRIX: 2nd Semester 2020



BUSINESS RESEARCH AND DEVELOPMENT DIVISION RATING MATRIX: 2nd Semester 2020

L													
	4 - Sept. 15 3-Sept. 16 2-Sept. 17 1-Beyond Sept. 17			upon 3rd submission	24		2-upon 4th submission 1-not endorsed	upon 3rd submission	2-Oct. 1 1-Beyond Oct. 1			submission	III CA CARGO
	14		1-not recommended by DivM		seyond Zept.	,	submission	by Sept. 23, endorsed	3-Sept. 30		1-Disapproved	Sept. 30, upon 3rd	Appraisal of
£ ,	Div Manager by Sept		2-4th	Div Manager to DM by	2-Sept. 24		3-upon 3rd	DM to ACOO for AMS	Δy sept. 26 4-Sept. 29		3-3rd 2-4th	approved by COO by	
ď	Appraised sol approva		4-2no	_=	4-Sept. 22		4- upon 2nd	Appraised for approval	approved by COO		4-2nd	endorsed by ACOO	
<u>i</u>	Properties to be		submission		Sept. 21		1st submission	for Properties to be	ACOO-AMS &		1st submission	be Appraised	
P	5- Prepared PR for		5-Endorsed upon 1st		PR endorsed by		5- endorsed upon	Verified & validated PR 5- endorsed upon	5-PR endorsed by		5- Approved upon	PR for Properties to	
_													
					1-beyond Dec. 22								
					2-Dec. 22						-		
	_				3-Dec. 21			upon 4th submission	1-beyond Dec. 29				
	1-beyond Dec. 16		1-no submission		4-Dec. 18	_	1-no submission	AMS by Dec. 21, acted	2-Dec. 28		1-Disapproved		
	2-Dec. 16		2-4th		Dec. 17		2-5th	& endorsed to ACOO-	3-Dec. 27		2-5th		
	3-Dec. 15		3-3rd	upon 3rd submission	DM on or before		3-4th	Department Manager	4-Dec. 26		3-4th	upon 4th submission	
	4-Dec. 14		4-2nd	Manager by Dec. 15	BP submitted to		4-3rd	submitted to the	before Dec. 23		4-3rd	AMS by Dec. 27,	
-	by Dec. 11		1st submission	submitted to Division	Validated Draft		submission	Draft Business Plan	ACOO-AMS on or		2nd submission	approved by ACOO-	
W. Ca	5- Submitted to Div. M.		5-Draft of the BDP acted upon		5- Verified &		5- Acted upon 2nd	Verified & validated	5-Approved by		5-Approved upon	Business Plan	
			F 140 opposition	566711331011									
	1- Revornd Nov. 10		1 - No submission										Business Plan
_	2-Nov. 10	50	2 - upon 4th submission	_									Formulation of
	3-Nov. 9		3 - upon 3rd submission	٩									Care Function:
	4-Nov. 6		4- upon 2nd submission										
51	submitted by Nov. 5		submission										
	& Draft of the BDP		of the BDP acted upon 1st										
Plan Chr	Dev't./Operational Plan		Dev't./Operation Plan & Draft	<u>=</u>									
CS &	5 -Mkt., Economic,		5- Mkt., Economic,	Mktg., Economic,									
	1- Beyond Oct., 50		1 - NO SUDMISSION	submission									
_	2-Oct. 30		2 - upon 4th subillission	d									
	3-Oct 30		o - upon ath cubralisation	4									
	3-O-+ 29		a man and enhancement										
	4-Oct. 28		4- upon 2nd submission	^									
27	submitted by Oct. 27		submission	Business Plan									•
	and Analysis Report		and Analysis Report for Analysis Report acted upon 1st	and Analysis Report for									
ion NB	5 -Financial Projection		5- Financial Projection and	Financial Projection									
<u></u>		E a de la constante de la cons			HAIRTINGS	EFFICIENCY	QUALITY		IIIWELINESS	EFHICIENCY	QUALITY		
		EEECIENCY			TOTAL		2	_	The second second	60.00	- Campa	The state of the s	Controller
65	for TIMELINESS	Ratings for	QUALITY	SUCCESS INDICATORS	Ratings for	of Ratings	Description of	SUCCESS INDICATORS	Description of	Description of	Description of	SUCCESS	STRATEGIC
	Description of Patir	VEL Continued	Daniel Control of Control			VEL	1			NT LEVEL	DEPARTMENT LEVEL		
			The state of the s	The state of the s									

BUSINESS RESEARCH AND DEVELOPMENT DIVISION RATING MATRIX: 2nd Semester 2020

	memo submitted out of time (with no	0 -										
	1- 2 and below	Prince 11			1- 2 and less							
December 18 onwards	10				y 4							ASSECT
1- Submitted on				days								Briefer of TIEZA
December 4 to 17		_		1- 12 or more								Profile and
2- Submitted between	<u> </u>	21		2-11	ger on							Core Function:
December 3	_	in		3- 10	Dept.		4					
November 27 to	_	10			endorsed to		Year-end					
3- Submitted between			to December 3	200	Lindates		the Dent Manager by					
November 13 to 26	mo Updates		between November 27	days after	Memo		Officers Endorsed to					
A-Suhmitted hetween	opuares summireu		Division Manager	valloated memo	more verified		Validated Memo					
5- Submitted on or PO's			1 Memo Update	5- Verified and	5- 6 and		4 Verified and					
endorsement to BAC for the processing of procurement on the appraisal of Assets thru Bidding submitted to Div Manager by Nov. 16 4 - Nov. 17 3-Nov. 18 2-Nov. 19 1-Beyond Nov. 19 1-Beyond Rot. 19 1-Beyond Rot. 19 1-Beyond Sept. 10 2-Sept. 10 2-Sept. 11 1-beyond Sept. 11		submission 4-2nd 3-3rd 2-4th 1-not recommended by DivM 1-not aubmission 5- Acted upon 2nd submission 4- upon 3rd submission 3 - 4th submission 2 - 5th submission 1 - No submission 1 - No submission	BAC g of the the the witted to DM for DM for sead sion the the circinon control of the the circinon or sed of the the circinon or sed of the the the circinon or sed of the	endorsement to BAC endorsed by Nov. 23 4-Nov. 24 3-Nov. 25 2-Nov. 26 1-Beyond Nov. 26 1-Beyond Rov. 26		1st submission 4- upon 2nd submission 3-upon 3rd submission 2-upon 4th submission 1-not endorsed 5- Acted upon 2nd 4- upon 3rd submission 4- upon 3rd submission 3- 4th submission 3- 4th submission 1- No submission	memo endorsement to BAC for the processing of procurement on the appraisal of Assets thru Bidding approved & endorsed by Dept. M. to ACOO for AMS by Nov. 26 , upon 3rd submission Verified & validated action plan report with recommended action approved & endorsed by Dept. M. to ACOO-AMS by Sept. 17, acted upon 4th submission	endorsement to BAC approved by ACOO-AMS by Dec. 1 4-Dec. 3 2-Dec. 4 1-Beyond Dec. 4 1-Beyond Dec. 4 4-Sept. 21 4-Sept. 22 3-Sept. 23 2-Sept. 24 1-beyond Sept. 24 1-beyond Sept. 24		1st submission 4-2nd 3-3rd 2-4th 1-Disapproved upon 2nd submission 4-upon 3rd 4-upon 3rd 4-upon 3rd 4-upon 3rd 4-upon 3rd 5-5th submission 1- No submission 1- No submission	BAC gg of the the sion 3., 3., sion Plan h h h h h h h h h h h h h h h h h h h	Appraisal of TIEZA Assets Core Function: Administrative Titling of Properties
5- Prepared memo RP		5-Endorsed upon 1st	Prepared Memo	5- Memo		5- andorsed upon	Verified & validated	T-Memo and		5 Approved upon	Prepared Memo	
Description of Ratings for TIMELINESS	Ratings for EFFICIENCY	Description of Ratings for QUALITY	SUCCESS INDICATORS	Description of Ratings for TIMELINESS	of Ratings for EFFICIENCY	Ratings for QUALITY	SUCCESS INDICATORS	Ratings for TIMELINESS	Description of Ratings for EFFICIENCY	Description of Ratings for QUALITY	SUCCESS	STRATEGIC OBJECTIVE
		INDIVIDUAL LEVEL			EVEL	DIVISION LEVEL			T LEVEL	DEPARTMENT LEVEL		2127
												SUP 3

Endorsed by: Date:

MA. ZENAIDA R. QUIÑAHAN

Approved by: Date:

Mas EVELVNE A. FRANCISCO

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