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

I, **SHERIDAN CLAIRE M. ABUL**, of the **OPERATIONS DEPARTMENT, BANAUE HOTEL AND YOUTH HOSTEL**, commit to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period deliver **January 1 to June 30, 2020.**
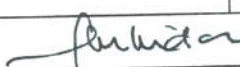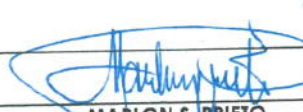
SHERIDAN CLAIRE MANGALLAB-ABUL
Ratee
Date: **January 10, 2020**

Reviewed by	Date	Approved by		Date
MARLON S. PRIETO Resident Manager **Immediate Supervisor**	Jan. 10, 2020	**ATTY. MA. TERESA C. ALVAREZ** Department Manager **Head of Office**		

STRATEGIC OBJECTIVES/ FUNCTIONS	SUCCESS INDICATOR	Actual Accomplishments	RATING				Remarks
			Q1	E2	T3	A4	
STRATEGIC OBJECTIVE Output 1 **SO4: Achieved Financial Viability and Sustainability of Assets**	Accurate Financial statement submitted to the RM/DivM within 6 Wdays of the succeeding month	Submitted Accurate Financial statement to the RM/DivM within 6 Wdays of the succeeding month	5.000		4.500	4.750	
	Accurate Monthly Fund Requirements submitted to the RM with in 6 working days of the succeeding month (i.e. within 2 WDs after the submision of the FS upon receipt of the necessary dosuments)	Submitted Accurate Monthly Fund Requirements to the RM with in 6 working days of the succeding month (i.e. within 2 WDs after the submision of the FS upon receipt of the necessary dosuments)	5.000		3.333	4.167	
	Accurate VAT Declaration Submitted to the FISD with in 6 working days of the succeeding month	Submitted Accurate VAT Declaration to the FISD with in 6 working days of the succeeding month	5.000		4.833	4.917	
FINAL AVERAGE RATING						4.611	

Comments and Recommendations for Development Purposes

Dependable and hardworking. *Need more exposures/seminar on financial related matters.*

Discussed with	Date	Assessed by	Date	Final Ranking by	Date
	July 31, 2020		7/31/20		
SHERIDAN CLAIRE M. ABUL		**MARLON S. PRIETO**		**ATTY. MA. TERESA ALVAREZ**	

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