

OFFICE PERFORMANCE COMMITMENT & REVIEW FORM (OPCR)

"Exhibit A"

I, **QUEEN-EVER Y. ATUPAN**, Head of the CASH DIVISION commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period of **JANUARY 1 to DECEMBER 31, 2022**.

Approval:

QUEEN-EVER Y. ATUPAN
Head of Unit

RYSAN C. GUINOCOR
OIC, Director for Administration

Personnel	Position	Number
Head	Sup. Admin. Officer	1
Permanent Staff	Admin. Officer I	1
Permanent Staff	Admin. Aide VI	2
Permanent Staff	Admin. Aide IV	3
Casual Staff	Admin. Aide III	2
Job Order Contract	Admin. Aide I	3
Total		12

Rating Equivalent:

5 - Outstanding
4 - Very Satisfactory
3 - Satisfactory
2 - Fair
1 - Poor

No.	MFOs/PAPs	Success Indicators	Unit/Persons Responsible	Target	Actual Accomplishment	Percentage Accomplishment	Rating				REMARKS
							Q1	E2	T3	A4	
UGAS5. SUPPORT TO OPERATIONS											
OVPAF STO 1: ISO 9001:2015 ALIGNED DOCUMENTS											
ODAS/HRM STO 1:	ISO 9001:2015 aligned documents and compliant processes	PI.1. Percentage of clients served rated the services received at least very satisfactory or higher	All Cash office staff	95% of clients rated services as very satisfactory or higher							