

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, ARIANERY B. ANTOFINA, of the Procurement Office commits to deliver and agree to the rated on the attainment of the following targets in accordance with the indicated measures for the period January to June 2023.

ARIANERY B. ANTOFINA

Ratee

Approved:

JESSAMINE C. ECLIO

Head

MFOs & PAPs	Success Indicators	Tasks Assigned	Accomplishments		Percent Accomplishment	Rating				Remarks
			Target	Actual		Q ¹	E ²	T ³	A ⁴	
OVPAF STO 1: ISO 9001:2015 Aligned Documents										
PI 1: ISO 9001:2015 aligned documents and compliant processes	A1. Clients served rated the services received at least very satisfactory	T1. Rating from clients on preparation & monitoring of payment/vouchers	Very satisfactory	Very satisfactory	100.0%	5	5	5	5.00	
		T2. Number of procurement process implemented according to QPs	4	4	100.0%	5	5	5	5.00	
OVPAF STO 3: ARTA aligned compliance and reporting requirements										
PI 1: ARTA aligned frontline services	A1. ARTA aligned frontline services	T1.: Number of complaints from clients in relation to efficient and customer friendly services	0 complaint	0 complaint	100.0%	5	5	5	5.00	
OVPAF MFO 6: PROCUREMENT SERVICES										
ODAS GASS 3: Procurement Services										
PI 1. Procurement Services	A1. Procurement Planning & Management Services	T1. Percentage of requested items in the SPPMIS forwarded to TWG	100%	100%	100.0%	4	5	5	4.67	
		T2. Number of PPMPs in the SPPMIS reviewed and accepted or rejected (if defective)	400	600	150.0%	5	4	5	4.67	
		T3. Number of Procurement Monitoring Report (PMR) assisted in the preparation	1	1 (July - Dec 2022 PMR)	100.0%	4	5	5	4.67	
	A2. Support Services to the BAC	T1. Number of PRs consolidated by nature of items	600	856	142.7%	5	5	4	4.67	
	A3. Other Accomplishment	T1. Number of POs from Competitive Bidding assisted in the preparation	125	125	100.0%	5	4	5	4.67	
Total Overall Rating									38.33	
Average Rating (Total Over-all rating divided by # of entries)			4.79			Comments & Recommendations for Development Purpose: Can work with minimum supervision. Fast-learner				
Additional Points:										
Punctuality										
Approved Additional points (with copy of approval)										
FINAL RATING			4.79							
ADJECTIVAL RATING			Outstanding							

Evaluated & Rated by:

JESSAMINE C. ECLIO

Head

Recommending Approval:

RYSAN E. GUINOCOR

Director, ODAS

Approved by:

EDGARDO E. TULIN

VP, Admin. & Finance

Date: _____

Date: _____

Date: _____

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, ARJANERY B. ANTOFINA, of the Procurement Office commits to deliver and agree to the rated on the attainment of the following targets in accordance with the indicated measures for the period July to December 2023.

ARJANERY B. ANTOFINA
Ratee

Approved:

JESSAMINE C. ECLEO
Head

MFOs & PAPs	Success Indicators	Tasks Assigned	Acomplishments		Percent Accomplishment	Rating				Remarks
			Target	Actual		Q ¹	E ²	T ³	A ⁴	
OVPAP STO 1: ISO 9001:2015 Aligned Documents										
PI 1: ISO 9001:2015 aligned documens and compliant processes	A1. Clients served rated the services received at least very satisfactory	T1. Rating from clients on preparation & monitoring of payment/vouchers	Very satisfactory	Very satisfactory	100.0%	5	5	5	5.00	
		T2. Number of procurement process implemented according to QPs	4	4	100.0%	5	5	5	5.00	
OVPAP STO 3: ARTA aligned compliance and reporting requirements										
PI 1: ARTA aligned frontline services	A1. ARTA aligned frontline services	T1.: Number of complaints from clients in relation to efficient and customer friendly services	0 complaint	0 complaint	100.0%	5	5	5	5.00	
OVPAP MFO 6: PROCUREMENT SERVICES										
ODAS GASS 3: Procurement Services										
PI 1. Procurement Services	A1. Procurement Planning & Management Services	T1. Percentage of requested items in the SPPMIS forwarded to TWG	100%	100%	100.0%	4	5	5	4.67	
		T2. Number of PPMs in the SPPMIS reviewed and accepted or rejected (if defective)	400	846	211.5%	5	4	5	4.67	
		T3. Number of Procurement Monitoring Report (PMR) assisted in the preparation	1	1 PMR (Jan-Jun 2023)	100.0%	5	5	5	5.00	
	A2. Support Services to the BAC	T1. Number of PRs consolidated by nature of items	500	543	108.6%	5	5	4	4.67	
	A3. Other Accomplishment	T1. Number of POs from Competitive Bidding assisted in the preparation	244	244	100.0%	5	4	5	4.67	
Total Overall Rating									38.67	
Average Rating (Total Over-all rating devided by # of entries)				4.83	Comments & Recommendations for Development Purpose: Can be relied upon urgent tasks assigned to. Deserves to be promoted to regular					
Additional Points:										
Punctuality										
Approved Additional points (with copy of approval)										
FINAL RATING			4.83							
ADJECTIVAL RATING			Outstanding							

Evaluated & Rated by:

Recommending Approval:

Approved by:

JESSAMINE C. ECLEO
Head

RYSAN C. GUINOCOR
Director, ODAS

EDGARDO E. TULIN
VP, Admin. & Finance

Date: _____

Date: _____

Date: _____