

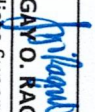
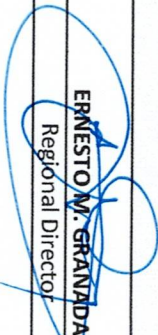
DEPARTMENT OF SCIENCE AND TECHNOLOGY
Regional Office No. VIII

INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW (IPCR)

I, Zedrikke Cliphorde R. Fabella, Project Assistant III under "Strengthening and Implementation of S&T Interventions to Support Community Empowerment and Ending Local Communist Armed Conflict (Year 2)" of the Department of Science and Technology - Regional Office No. VIII, commit to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period July 1-December 31, 2022.

ZEDRIKKE CLIPHORDE R. FABELLA
Project Assistant III

Date:

Reviewed by:	 JEAN GAY O. RAGUB Immediate Supervisor	Date	Approved by:	 ERNESTO M. GRANADA Regional Director	Date															
<table border="1" style="display: inline-table; margin: auto;"> <tr> <th colspan="5">RATING SCALE</th> </tr> <tr> <td>5</td> <td>4</td> <td>3</td> <td>2</td> <td>1</td> </tr> <tr> <td>Outstanding</td> <td>Very Satisfactory</td> <td>Satisfactory</td> <td>Unsatisfactory</td> <td>Poor</td> </tr> </table>						RATING SCALE					5	4	3	2	1	Outstanding	Very Satisfactory	Satisfactory	Unsatisfactory	Poor
RATING SCALE																				
5	4	3	2	1																
Outstanding	Very Satisfactory	Satisfactory	Unsatisfactory	Poor																
MFO/PAP	SUCCESS INDICATORS (TARGETS + MEASURES)																			
I. Regional S&T Services																				
Core Function																				
Project: Community Empowerment thru Science and Technology - National Project Monitoring Office Project																				
Spearhead the CEST national coordination of activities/work at the Office of the Regional Director and different activities related to the CEST and ELCAC implementation in the regions.	Prepare three (3) documents and materials needed at the Office of the Regional Director (ORD) of the National Project Monitoring Office of CEST and ELCAC covered within the rating period.	Prepared 3 documents and materials needed at the Office of the Regional Director (ORD) of the National Project Monitoring Office of CEST and ELCAC within the rating period.	<table border="1" style="width: 100%;"> <tr> <th colspan="4">RATING</th> <th rowspan="2">REMARKS</th> </tr> <tr> <th>Q¹</th> <th>E²</th> <th>T³</th> <th>A⁴</th> </tr> <tr> <td>4</td> <td></td> <td>4</td> <td>4</td> <td></td> </tr> </table>		RATING				REMARKS	Q ¹	E ²	T ³	A ⁴	4		4	4			
RATING				REMARKS																
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4		4	4																	
Provide three (3) needed information and reports requested by the CEST National Coordinator/ NTF/RTF-ELCAC Regional Director particularly reports related to the Regional Office and those due to Regional/National Operations	Provided 3 needed information and reports requested by the CEST National Coordinator/ NTF/RTF-ELCAC Regional Director particularly reports related to the Regional Office and those due to Regional/National Operations.		4	4																
Consolidate three (3) CEST/ELCAC/PRLC/EPHAP reports and accomplishments at the Office of the Regional Director.	Consolidated 4 CEST/ELCAC/PRLC/EPHAP reports and accomplishments at the Office of the Regional Director.		5	4	4.5															

Serves as communication development staff and brand strategist of the Regional Director on CEST and other Programs/Projects/Activities (PPAs) implemented by DOST-8		Craft three (3) video and audio-visual report preparations as required at the Office of the Regional Director on CEST and other PPAs within the prescribed rating period.		5	5	5	
Assist the Regional Director in the regional conduct of CEST and Other Priority Areas (OPAs) on-site project evaluation/assessments and related activities.		Craft three (3) speech, messages, and other narratives as required by the CEST National Coordinator / Regional Director within the rating period.	Crafted 22 speeches, messages, and other narratives as required by the CEST National Coordinator / Regional Director within the rating period.	5	5	5	
		Prepare documents and materials needed for the CEST and OPAs evaluation/assessment and for three (3) travels within the rating period.	Prepared documents and materials needed for the CEST and OPAs evaluation/assessment and for 4 travels within the rating period.	4	5	4.5	
		Provide assistance to the Regional Director in the photo documentation and posting of updates to DOST VIII social media accounts to three (3) activities within the rating period.	Provided assistance to the Regional Director in the photo documentation and posting of updates to DOST VIII social media accounts to 11 activities within the rating period.	5	4	4.5	
		Provide minutes/highlights and other documents required by the Regional Director as a result of three (3) on-site project visits.	Provided minutes/highlights and other documents required by the Regional Director as a result of 6 on-site project visits.	5	4	4.5	
		Coordinate with other units to comply with three (3) official requests within the rating period from the central office and other agencies that require submission and other needed documents.	Coordinated with other units to comply with 4 official requests within the rating period from the central office and other agencies that require submission and other needed documents.	4	5	4.5	
Assist in the scheduling of one (1) video recording request related to CEST National Coordinator and other PPAs which concerns Regional Director.		Assisted in the scheduling of 4 video recording request related to CEST National Coordinator and other PPAs which concerns Regional Director.	5	5	5		
Performs other functions as assigned at the Office of the Regional Director.		Performed other functions as assigned at the Office of the Regional Director within the rating period.	4	5	4.5		
AVERAGE RATING							
Core Function (80%)				4.63	4.38	4.50	Equivalent Score
Support Function (20%)				4.33	5	4.67	3.60
Final Average Rating							0.93
Comments and Recommendations for Development Purposes							
- He has improved his written communication skills through constant practice. He may continue to pursue L&D activities on time management							
Discussed with	Date	Assessed by: I hereby certify that I discussed my assessment of the performance with the employee.				Final Rating by:	Date
ZEDRIKKE CLIPHORDER, FABELLA Employee		JEAN GAY O'RAGUB Immediate Supervisor				ERNESTO M. GRANADA Head of Agency / Regional Director	

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