

16TH-SP-OOR-9-1-2023-040

Republika ng Pilipinas
Sangguniang Panlungsod
Ormoc City

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, Nino Paolo R. Roto, Private Secretary I of the Sangguniang Panlungsod, commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period January- December 2023, with actual accomplishments and ratings every semester six months (6). January- June and July - December 2023.

NINO PAOLO R. ROTO

Private Secretary I

Signature of Ratee:

Date: _____

Approved: MARIA ANTONIETA G. TOHAL

Sangguniang Panlungsod Secretary

Signature of Rater:

Date: _____

MFO/Program/ Activities/ Projects	Success Indicators (SI) (Targets + Measures)	Task Assigned	Actual Accomplishment (January-June 2023)	Rating				Remarks	Actual Accomplishment (July - December 2023)	Rating				Remarks
				Q1	E2	T3	A4			Q1	E2	T3	A4	
Legislative Assistance Services	1. Research conducted to draft legislation in preparation for committee level related to all the committees chaired by SP Member Lalaine A. Marcos.	1. To conduct a research on laws and other legal basis as a support for the draft legislation to be presented at the committee level.	1. Conducted series of researches on the appropriate law and other legal basis that could support the draft legislation.	4	4	4	4							
	2. Resolutions/and Ordinances drafted with minor revisions.	2. To draft resolutions/ordinances with legal basis.	2. Drafted one (1) Ordinance about Eco Park Fees and forwarded it to the CLO.	4	4	4	4							
	3. Committee meetings and other events to be represented as instructed.	3. To attend meetings and other events that requires the attendance of SPM Marcos and represent her in	3. Attended more than ten (10) committee meetings and more than five (5) events in	3	5	3	3.67							

Sangguniang Panlungsod

Email: spormoc@gmail.com

Telephone: (053) 255-7395, (053) 560-8045, (053) 832-8888

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	4. Coordinate with resource persons in drafting the Ordinance/Resolution a.	her behalf.	4. To communicate with resource persons in drafting and editing the legislation.	4	4	4	4							
Total Over-all Rating			behalf of SP Member Lalaine A. Marcos. Communicated and coordinated with concerned and adequate resource persons in drafting and for further editing of the proposed draft legislation.				15.67							

Average Rating (Total Over-all rating div)	15.67/4
Additional Points:	
Punctuality	
Approved Additional points (with copy)	
FINAL RATING	3.9
ADJECTIVE RATING	VS

Rater's Comments and Recommendation for Development purposes, Rewards/Promotion:

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1574-CP-001-71-2023-040

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, Niño Paolo R. Roto, Private Secretary I of the Sangguniang Panlungsod, commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period July- December 2023, with actual accomplishments and ratings from July - December 2023.

NIÑO PAOLO R. ROTO
Private Secretary I
Signature of Ratee:
Date:

Approved: MARIA ANTONIETA G. COHAT
Sangguniang Panlungsod Secretary
Signature of Rater:
Date:

MFO/Program/ Activities/ Projects	Success Indicators (SI) (Targets + Measures)	Task Assigned	Actual Accomplishment (January-June 2023)	Rating				Remarks	Actual Accomplishment (July - December 2023)	Rating				Remarks
				Q1	E2	T3	A4			Q1	E2	T3	A4	
Legislative Assistance Services	1. Research conducted to draft legislation in preparation for committee level related to all the committees chaired by SP Member Lalaine A. Marcos.	1. To conduct a research on laws and other legal basis as a support for the draft legislation to be presented at the committee level.							1. Conducted research and further readings on the appropriate law and legal basis that could help in the crafting/drafting of ordinances.	4	4	3	3.67	
	2. Resolutions/and Ordinances drafted with minor revisions.	2. To draft resolutions/ordinances with legal basis.							2. Drafted and passed three (2) Ordinances regarding the Septage Waste and the BPLO Licensing System Ordinance. Additionally, drafted and passed one (1) code which is the Ormoc City Mining Code of 2023.	4	5	3	4	
	3. Committee meetings and other events to be represented as instructed.	3. To attend meetings and other events that requires the attendance of SPM Marcos and represent her in							3. Attended more than fifteen (15) Committee	4	5	3	4	

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4. Coordinate with resource persons in drafting the Ordinance/Resolution	her behalf.								Meetings and five (10) events in behalf of SP Member Lalaine Marcos.	4	4	4	4	
	4. To communicate with resource persons in drafting and editing the legislation.								4. Coordinated with the concerned offices such as the BPLO, CTO, CLO, ENRO, and other offices together with the resource persons in the process of drafting and editing the proposed legislation.					
Total Over-all Rating													15.67	

Average Rating (Total Over-all rating div)		15.67/4
Additional Points:		
Punctuality		
Approved Additional points (with copy)		
FINAL RATING		3.9

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