



Annex P

COMPUTATION OF FINAL INDIVIDUAL RATING FOR ADMINISTRATIVE STAFF

Name of Administrative Staff:

Particulars (1)	Numerical Rating (2)	Percentage Weight (3)	Equivalent Numerical Rating (2x3)
1. Numerical Rating per IPCR	4.95	70%	3.465
2. Supervisor/Head's assessment of his contribution towards attainment of office accomplishments	5	30%	1.5
TOTAL NUMERICAL RATING			4.97

TOTAL NUMERICAL RATING: 4.97
Add: Additional Approved Points, if any: _____
TOTAL NUMERICAL RATING: _____

FINAL NUMERICAL RATING 4.97

ADJECTIVAL RATING: Outstanding

Prepared by:

Maria Lilia P. Vega
Name of Staff

Reviewed by:

Joel Rey U. AcoB
Department/Office Head

Recommending Approval:

Joel Rey U. AcoB
Dean/Director

Approved:

Prose Ivy G. Yepes
President

