B. Leadership & Management (For supervisors only to be rated by higher supervisor)				Scale				
1.	Demonstrates mastery and expertise in all areas of work to gain trust, respect and confidence from subordinates and that of higher superiors	5	4	3	2			
2.	Visionary and creative to draw strategic and specific plans and targets of the office/department aligned to that of the overall plans of the university.	5	4	3	2			
3.	innovates for the purpose of improving efficiency and effectiveness of the operational processes and functions of the department/office for further satisfaction of clients.			3	2			
ł.	Accepts accountability for the overall performance and in delivering the output required of his/her unit.		4	3	2			
Š.	Demonstrates, teaches, monitors, coaches and motivates subordinates for their improved efficiency and effectiveness in accomplishing their assigned tasks needed for the attainment of the calibrated targets of the unit	5	4	3	2	1		
	· Total Score	20						
	Average Score	4.0						

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ROTACIO S. GRAVOSO Station Manager