

PERFORMANCE RATING SHEET

Period: January to June 2023

NAME OF CONTRACT OF SERVICE (COS) PERSONNEL: JEUR N. CASIO

POSITION: Quality Control Inspector

OFFICE: DA- Philippine Carabao Center at VSU


ACTIVITY	OUTPUT INDICATOR	TARGET	ACCOM- PLISHMENT	Quantity (1)	Quality (2)	Timeliness (3)	
I. PERFORMANCE: Based on actual duties and responsibilities (75 %)							
1. Develop practical process flow and control strategy to assure conformance to product specifications	No. of process flow and control strategies	1	0	1	1	1	
2. Conduct raw material testing	No. of testing services	20	50	5	4	5	
3. Conduct product testing	No. of testing services	20	50	5	5	5	
4. Assess processing facility and recommend improvements	Percentage	100%	100%	5	4	4	
5. Prepare documents of the inspection process	Percentage	100%	100%	5	5	5	
6. Guide the production team in implementing control issues	Percentage	100%	100%	5	4	5	
7. Facilitate production and delivery of quality products	Volume of products delivered (sachets)	182,000	196,880	5	4	5	
8. Perform other functions designated by the immediate supervisor / Center Director	Percentage	100%	100%	5	4	4	
A. Total Performance Rating = Sum of 1+2+3							101
B. Ave. Performance Rating = A/No. of Items							4.20833
C. Final Performance Rating =B x 0.75							3.15625

II. OTHER FACTORS (25 %)	
D. Initiative (10%)	4
E. Autonomy (work with minimal supervision) (5%)	5
F. Punctuality (5 %)	5
G. Others (Teamwork, Courtesy, Good Manners and Right Conduct / GMRC) (5 %)	5
H. Rating of Other Factors in %	
I. $D \times 10\%$	0.4
J. $E \times 5\%$	0.25
K. $F \times 5\%$	0.25
L. $G \times 5\%$	0.25
M. Final Other Factors Rating (Sum of I+J+K+L)	1.15
III. FINAL RATING = C+M	4.31
IV. Final Adjectival Rating*	Very Satisfactory

Name of COS Personnel:


JEUNE N. CASIO
 Signature over Printed Name

Rated By:


LETUZ M. SUDARIA
 Immediate Supervisor

Reviewed By:


FRANCISCO G. GABUNADA JR.
 Center Director

Approved:

CARO B. SALCES
 OIC-Executive Director