

OFFICE OF THE HEAD FOR PLANNING

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JOB ORDER (JO) WORKER EVALUATION FORM

Name of Job Order Work	er: MITCH ALLAN A. HABOC

Equivalent Job Title: GIS EXPERT

Name of Evaluator: TONI MARC L. DARGANTES

Date:	June 11,	2001
Jare:	00.0	WET

Instruction to evaluators: Please write your comments on the performance and work ethics of the above JO worker and give your ratings by checking the appropriate number using the rating scale below:

5 - Excellent

4 - Very Good

3 - Good

2 - Fair

1 - Poor

Criteria/evaluation statement		Rating				Comments
	5	4	3	2	1	
Nork Performance Nerformance of all mandated functions as listed in the contract	ther	./	ct fo	an silmo	dabr dabr	Final recommen
Over all attainment of outputs agreed with supervisor	1	JD 30	Sun	0 90	l fo l	non-renews
Quality and timeliness in the attainment of agreed outputs	V					
Efficiency and customer friendly frontline service to clients	V				1.0	Certified Correc
Knowledge on the over-all aspect of the job assignments	/					
II. Work Ethics/Attitude		ehi	U/A	PSIA(1	SOAM HARY
Industriousness - setting clear & attainable objectives & taking targets seriously and responsibly		/	21718	iz ien	35	TONI MARC Evaluat
Diligence and justice at work - prompt in accomplishing assigned tasks and submission of good quality outputs		/				
 Responsibility - having the right intention, with a sense of duty and accepts all jobs assigned by the supervisor 	V					
Practices teamwork - understanding and performing his/her role effectively and synergistically, share knowledge and provide a lending hand to needy co-worker		V				
 Commitment to public service – reporting on time and willingly extend service if needed without thinking of additional compensation 	/					

Evaluator's additional comments/recommendations:

-	AYA	VIS	

What are the employe	ee's strong points?
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Strong dedication to the	assigned task.
00	ame of Job Order Worker: MITCH ALLAN A. HAB
	ame of Evaluator, TONI MARC L. DARGANTES
What are the employee's weak points?	
	0.0
on the parronnance and work entire o	struction to evaluators: Please write your comments r
What intervention would you recommen	d to make the JO worker more effective?
Send to Planning relate.	d trainings.
	Criteria/evaluation statement
inal recommendation:	Work Performance
renewal of the contract for another	1. Performance of all mandated functions as listed in the contract.
non-renewal of the contract due to	below par performance
	3. Quality and timeliness in the attainment of agreed outputs
Certified Correct:	Approved: Approved: Approved: Approved:
tool	5. Knowledge or the collaspect of the job essignment
TONI MARC L. DARGANTES Evaluator	MOISES NEIL V SERIÑO Next Higher Supervisor
	2 Diligence and justice at work - prompt/fit
	accomplishing acsigned tasks and submission of nood quality outputs
	Practices learnwork - understanding and performing his/her role effectively and synergistically, share knowledge and provide a lending hand to needy co-worker.
	5. Commitment to public service – reporting on time and willingly extend service if needed without thinking of additional compensation