

## INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW ( IPCR )

I, **ALNEN C. ABENOJA**, OF LGU Hindang, leye commit to deliver and agree to be rated on the attainment of the following target in accordance with the indicated measures for the period Jan. - June 2021.

**ALNEN C. ABENOJA**  
Ratee

Dated \_\_\_\_\_

Reviewed by :		Date :	Approved by :			
<b>GEORMA Z. CAVERO</b> Immediate Supervisor			<b>BETTY A. CABAL</b> Head of Agency			Dated _____
				5- Outstanding 4- Very Satisfactory 3- Satisfactory 2- Unsatisfactory		

Output	Success Target + Measure	Actual Accomplishment	Rating				Remarks
			Q	E	T	A	
Strategic Priority No. 1							
Follow Industrial Housekeeping guidelines	Keep the GAD Office clean and well-organized in 10	Keep the GAD Office clean and well-organized in	5	5	5	5	
Collect sex disaggregated data per office	Submit an updated sex disaggregated data to Municipal	Submit an updated sex disaggregated data to	4	4	5	4.3	
Prepare documents for purchase of Office	Submit the Purchase Request ,Request for Quotation	Submit the Purchase Request ,Request for	5	4	4	4.3	
Assist the MSWDO in the conduct of quarterly	Prepare attendance sheets,prepared the venue and acts	Prepare attendance sheets,prepared the venue	5	4	5	4.7	
Do errands as requested by the MSWDO	Follow up the GAD Implementors on GAD programs and	Follow up the GAD Implementors on GAD	5	5	4	4.7	
CORE Function							
Total Overall Rating							23
Final Average Rating							4.6
Adjective Rating							KS
Discussed with	Dated	Assessed by:	Dated				Dated
		I certify that I discussed the assignment of the performance with the employee					
ALNEN C. ABENOJA Employee		GEORMA Z. CAVERO Supervisor				GEORMA Z. CAVERO Office Head	

# INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW ( IPCR )

I, **ALNEN C. ABENOJA**, OF LGU Hindang, leyte commit to deliver and agree to be rated on the attainment of the following target in accordance with the indicated measures for the period July - Dec. 2021.

**ALNEN C. ABENOJA**

Ratee

Dated \_\_\_\_\_

Reweived by :	Date :	Approved by :	
<b>GEORMA Z. CAVERO</b>		<b>BETTY A. CABAL</b>	Dated _____
Immediate Supervisor		Head of Agency	
		5- Outstanding 4- Very Satisfactory 3- Satisfactory 2- Unsatisfactory	

Output	Success Target + Measure	Actual Accomplishment	Rating				Remarks
			Q	E	T	A	
Strategic Priority No. 1							
Follow Industrial Housekeeping guidelines	Keep the GAD Office clean and well-organized in 10	Keep the GAD Office clean and well-organized in	4.5	4.5	4.5	4.5	
Collect sex disaggregated data per office	Submit an updated sex disaggregated data to Municipal	Submit an updated sex disaggregated data to	4	4	4	4	
Prepare documents for purchase of Office	Submit the Purchase Request ,Request for Quotation	Submit the Purchase Request ,Request for	4.2	4.4	4.3	4.3	
Assist the MSWDO in the conduct of quarterly	Prepare attendance sheets,prepared the venue and acts	Prepare attendance sheets,prepared the venue	4.5	4.3	4.3	4.4	
Do errands as requested by the MSWDO	Follow up the GAD Implementors on GAD programs and	Follow up the GAD Implementors on GAD	5	4	4.4	4.5	
CORE Function							
Total Overall Rating							21.7
Final Average Rating							4.34
Adjective Rating							VS

Discussed with	Dated	Assessed by:	Dated	Dated
<b>ALNEN C. ABENOJA</b>		I certify that I discussed the assignment of the performance with the employee		
Employee		<b>GEORMA Z. CAVERO</b>	<b>GEORMA Z. CAVERO</b>	
		Supervisor	Office Head	



# INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW ( IPCR )

I, ALNEN C. ABENOJA, OF LGU Hindang, leyte commit to deliver and agree to be rated on the attainment of the following target in accordance with the indicated measures for the period January 3 to December 15, 2022.

ALNEN C. ABENOJA

Ratee

Dated \_\_\_\_\_

Reweived by :		Date :	Approved by :		Dated _____		
GEORMA Z. CAVERO			BETTY A. CABAL		Dated _____		
Immediate Supervisor			Head of Agency				
			5- Outstanding 4- Very Satisfactory 3- Satisfactory 2- Unsatisfactory				
Output	Success Target + Measure	Actual Accomplishment	Rating				Remarks
			Q	E	T	A	
Strategic Priority No. 1							
Follow Industrial Housekeeping guidelines.	Keep the GAD Office clean and well organized	Keep the GAD Office clean and well organized	4	5	4	4.3	
Collect sex disaggregated data per office.	Submit an updated sex disaggregated data to Municipal Planning and Development Coordinator	Submit an updated sex disaggregated data to Municipal Planning and Development Coordinator	4	4	4	4	
Prepare documents for purchase of Office supplies, Office equipments, etc.	Submit the Purchase Request, Request for Quotation and other documents to the MSWDO for approval	Submit the Purchase Request, Request for Quotation and other documents to the MSWDO for approval	5	5	4	4.6	
Assist the MSWDO in the conduct of quarterly conferences, GAD planning and budgeting, GAD evaluation, GAD trainings and GAD Benchmarking activities	Prepare attendance sheets, prepared the venue and acts as technical staff in GAD related activities	Prepare attendance sheets, prepared the venue and acts as technical staff in GAD related activities	5	5	5	5	
Assist the MSWDO/GAD Focal Person in the monitoring of GAD activities and projects	Follow up the GAD implementors on GAD programs and projects for implementation of the succeeding quarter	Follow up the GAD implementors on GAD programs and projects for implementation of the succeeding quarter	5	4	4	4.3	
Do errands as requested by the MSWDO	Errands completed done	All errands requested by the MSWDO completed	4	4	4	4	
CORE Function							
Total Overall Rating						26.2	
Final Average Rating						4.36	
Adjective Rating						VS	
Discussed with	Dated	Assessed by:	Dated	Dated _____			
ALNEN C. ABENOJA		I certify that I discussed the assignment of the performance with the employee		BETTY A. CABAL			
Employee		GEORMA Z. CAVERO		Municipal Mayor			
		Supervisor		LGU-Hindang Leyte			
				Office Head			