I, MARLITO G. PALERI	MARLITO G. PALERMO, Bookbinder I, of Leyte 5th DEO, commit to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period January to June, 2021.	rer and agree to be rated on the attainment of the following target	ne following targets in	s in accordance with the	indicated measures	ਨਾਂ
Approved by:					1	
Signature:		77.12.71				
Name:	EUSPAR I. EULAS	Office:		District Engineer	4	
			-	Leyte 5th DEO, Baybay City	15	City
Output	Success Indicator					
	(Targets + Measures)	Actual Accomplishment		Rating	1 1	
70 BE FIL	TO BE FILLED OF THE SEMESTRAL RATING PERIOD		0	m	1	-1
	Recording of Receipt of Allotment		18.01	O BE FILLED DURING EVALUATION	Z	EVALUATION
	130% Encoded in eBudget the details of the allotment received in 30 minutes, with no error	130% Encoded in eBudget the details of the allotment received in 30 minutes, with no error	57	5		9
	130% File the approved SARO/ SR for reference in 10 minutes, with no fail Set-up of Beginning Balance for Extended Allotment for Locally Funded Projects, MODE	130% File the approved SARO/ SR for reference in 20 minutes, with no fall Allotment for Locally Funded	4	4		4
FUND UTILIZATION AND CONTROL	130% Assisted the Budget Officer in preparing matrix for MOOE and CO with details of PAP, Object Code, Responsibility Center, balance of allotment as December 31 in 4 hours, with no error.	130% Assisted the Budget Officer in preparing matrix for MODE and CO with details of PAP, Object Code, Responsibility Center, balance of allotment as December 31 in 5 hours, with no error.	a	V ₁		_
	130% Entered data in the e-Budget System for the set-up of the beginning balances (MOOE and CO) in 2 hours, with no error	130% Entered data in the e-Budget System for the set-up of the beginning balances (MOOE and CO) in 2 hours, with no error	<i>S</i>	4		4
	12	(<i>ORS</i>) 125% Received/Recorded in the logbook			++	
		125% Received/Recorded in the logbook the receipt of Memorandum for issuance of ORS with approved Payroll/ Contract/ Purchase Order and its supporting documents, assigns Memo Request Number, then forwards to Budget Unit. Requested for the issuance of ORS should be signed and recommended by the office concerned in 10 minutes, with no fail	7	4		Ч

130% Prepared Monthly Statement of	Monthly Statement of Allotment Obligation and Balances and Other Financial	130% Assisted the Budget Officer in monitoring the balance of allotment in eBudget per fund, legal basis, allotment number, PPA code, responsibility center and object of expenditures in 30 minutes, with no fall	One (1) copy of signed ORS will be filed by the Budget Unit for reference in 30 minutes, with no fail.	FUND UTILIZATION COPY of signed ORS together with the Payroll/ AND CONTROL Contract/ Purchase Order and its supporting documents to the concerned portion.	After signed Box A of ORS, return the signed ORS to Finance Section in 10 minutes, with no fail.	*Charges to appropriation/ allotment necessary, lawful and under my direct supervision; and supporting documents valid, proper and legal	l30% The Support Staff records in the logbook/ releases the ORS together with supporting documents to the concerned section for signature of Box A of ORS, which states:	130% Prepared ORS and when saved, the system automatically assigns ORS Number in 30 minutes, with no error	TOTAL SALVEN SELECT	10 BE FILLED OF THE SEMESTRAN PATTAL BESTON	Output Success Indicator
130% Prepared Monthly Statement of Allotment Obligation and Balances based on eBudget data in the 3th of the month, with no error.	tion and Balances and Other Financial	130% Assisted the Budget Officer in monitoring the balance of allotment in eBudget per fund, legal basis, allotment number, PPA code, responsibility center and object of expenditures in 40 minutes, with no fail		<u>~</u> 8	After signed Box A of ORS, return the signed ORS to Finance Section in 10 minutes, with no fall.	*Charges to appropriation/ allotment necessary, lawful and under my direct supervision; and supporting documents valid, proper and legal	125% The Support Staff records in the logbook/ releases the ORS together with supporting documents to the concerned ch section for signature of Box A of ORS, which states:	130% Prepared ORS and when saved, the in system automatically assigns ORS Number in 40 minutes, with no error			Actual Accomplishment
5		5	ر م			٦		्य	7	0	
9		Ч	-					প	O BE FILLED DURING EVALUATION	m	Rating
8			4			7		1		7	
S		4,14	1,52			4:7.1		£7'h		Average	
										Remarks	

				FINANCIAL REPORTING					O DE LI	Output
130% Submitted Approved Reports with transmittal Letter to the DBM and COA in the 15th day of the following month, with no fail	oth day	130% Printed the BFARs in the 15th day of the following month, with no error	130% Checked data for negative balances, any incorrect legal basis, funding source, object codes, responsibility center, system errors, unreconciled allotment and SAA in the 15th day of the following month, with no error.		130% Extracted SAA listing then sorts SAA by legal basis allotment class, PAP, Object codes in the 15th day of the following month, with no error.	Obligations from the e-Budget System and post data for allotment and obligation to the excel file format in the 15th day of the following month, with no error.	130% Prepared format of BFAR based on JC No. 2014-1 July 2, 2014 in excel file in the 15th day of the following month, with no error.	Reports (BFARs)-	Preparation of Onarted Resident	(Targets + Measures)
130% Submitted Approved Reports with transmittal Letter to the DBM and COA in the 15th day of the following month, with no fail	130% Book binded the Reports in the 15th day of the following month,, with no error	130% Printed the BFARs in the 15th day of the following month, with no error	130% Checked data for negative balances, any incorrect legal basis, funding source, object codes, responsibility center, system errors, unreconciled allotment and SAA in the 15th day of the following month, with no error.	130% Posts sorted SAA to excel file of BFARs in the 15th day of the following month, with no error • FAR No. 1 • FAR No. 1-B	125% Extracted SAA listing then sorts SAA by legal basis allotment class, PAP, Object codes in the 15th day of the following month, with no error.	Obligations from the e-Budget System and post data for allotment and obligation to the excel file format in the 15th day of the following month, with no error.		ancial Accountability Reports (BFARs)		Actual Accomplishment
প	d	4	57	5	A	7	2		4	o
d	<i>অ</i>	5	5	5	-1-				TO BE FILLED DURING EVALUATION	Rating
d	7	7	2	2	5	7	S		ALUATION T	
വ	স	5	7	4	4.63	4.14	447			Average
									Weined NO	Romarka

			FINANCIAL REPORTING					10 BE F.	Output
130% Assisted the Accountant II to Ensures that all cash receipts and disbursements are recorded/ accounted for in the Books in 1 hour, with no fail.	Bank Reconciliation for all Funds/ Accounts	130% Assisted the Accountant II in Preparing and affixed initial in the SLIIE, which has one series per year per Funding Source in 1 day, with no error	and affixes initial in the LDDAP-ADA based on the approved DV per form provided by the DBM on a first-come-first-serve basis, in 1 day, provided by the DBM on a first-come-first serve basis, in 1 day, provided by the DBM on a first-come-first with no error 1. LDDAP-ADA has one (1) series per month per Funding Source; 2. If the bank account maintained by the creditor/ payee is other than the Agency's MDS-GSB, separate LDDAP-ADA will be prepared for MDS-GSB, separate LDDAP-ADA will be prepared for prepared for the creditor/ payee.	130% Assisted the Accountant II in Checking availability of NCA. Indicates NCA reference in the DV in 30 mirrutes, with no error Posts and updates balance of NCA.	LDDAP-ADA and Payment of Accounts Payable (External and Internal Creditor)	130% Assisted the Accountant II in Preparing CAF (2 original copy – 1 copy to be attached to Preparing CAF (2 original copy – 1 copy to the contract and 1 copy for the Accounting Section), based on the approved ORS in 2 hours, with no error	Issuance of Certificate of Availability of Funds (CAF)	TO BE FILLED OF THE SEMESTRAL RATING PERIOD	(Targets + Measures)
125% Assisted the Accountant II to Ensures that all cash receipts and disbursements are recorded/ accounted for in the Books in 1 hour, with no fail.		130% Assisted the Accountant II in Preparing and affixed initial in the SLIIE, which has one series per year per Funding Source in 1 day, with no error	130% Assisted the Accountant II in Preparing and affixes initial in the LDDAP-ADA based on the approved DV per form provided by the DBM on a first-come-first-serve basis, in 1 day, with no error 1. LDDAP-ADA has one (1) series per month per Funding Source; 2. If the bank account maintained by the creditor/ payee is other than the Agency's MDS-GSB, separate LDDAP-ADA will be prepared for the creditor/ payee.	125% Assisted the Accountant II in Checking availability of NCA. Indicates NCA reference in the DV in 30 minutes, with no error Posts and updates balance of NCA.	ayable (External and Internal	125% Assisted the Accountant II in oi Preparing CAF (2 original copy – 1 copy to be attached to the contract and 1 copy for the Accounting Section), based on the approved ORS in 2 hours, with no error	Funds (CAF)		Actual Accomplishment
4		5	Ч	5		7		5	0
4		7	Ŋ	4				BE FILLED DURING FVALUATION	Rating
5		4	5	2		4	TO LACOR	ALLIATION I	
4.6.1		5	Q	4.03		43.4			Average
									Remarks

	Deta			Date:	2 -11 -1	
Account nt 71	Position:	Administrative Officer IV	Administra	Position:	Jer 1	Date:
WENYLOU R. JAGUNA	of Final Rater	3. MODÁNA	/ ELDA G	of Initial Rater:	KMC	Position:
Ş	Name and Signature	17 / my/27	Mary	Name and Signature	7	of Ratee
		11 / /	111		2 % ×	Name and Simphire
						The above rating has been discussed with:
				onal sheet/s if necessary)	Kauer comments and recommendation for development purposes or rewards/promotion. (Note: Use additional sheet/s if necessary)	comments and recommendation
200		Final Average Rating				
P-1-67	F	Total Rating				
					ilios	Note: Use Additional sheet/s if necessary:
4.67	4 4	Ŋ	2	130% Recorded release of PO/AR and CAF to the concerned section in 10 minutes, with no fail.	% Recorded release of PO/AR and CAF to concerned section in 10 minutes, with no	
	5		8	125% Indicated the ORS details in the face of the PO/APR and prepares CAF for PO/APR with non-consumable item in 30 minutes, with no fail.	130% Indicated the ORS details in the face of the PO/APR and prepares CAF for PO/APR with non-consumable item in 30 minutes, with no fail.	FUND UTILIZATION AND CONTROL
					Purchase Order	
4:12	4	7	4	130% Assisted the Accountant II in Preparing JEV in e-NGAS for any reconciling item to reflect the correct cash balance in the Books in 40 minutes, with no error.	130% Assisted the Accountant II in Preparing JEV in e-NGAS for any reconciling item to reflect the correct cash balance in the Books in 30 minutes, with no error.	
~7	4	57	5	130% Assisted the Accountant II in Comparing the Subsidiary Ledger with that of the Bank Statement, RCI, LDDAP-ADA and NCA/NTA in 1 day, with no fail.	130% Assisted the Accountant II in Comparing 130% Assisted the Accountant II in the Subsidiary Ledger with that of the Bank Statement, RCI, LDDAP-ADA and NCA/NTA in 1 day, with no fail.	FINANCIAL REPORTING
	LUATION	TO BE FILLED DURING EVALUATION	77			
Nemarks	4	m	0		TO BE FILLED OF THE SEMESTRAL RATING PERIOD	TO BE FILL
Average	A	Rating		Actual Accomplishment	(Targets + Measures)	Output

100% Receipt of M with approve Order and it Memo Requipe Unit Requested fi signed and r concerned in	Issuam	100% Ei the set-u and CO)	FUND UTILIZATION matrix ft Object C allotmen error.	Project	100% Freference	100% E allotmer	Kecon	io on talled or in	Output			Name:	Signature:	A CALLETTING, BOOK	MARITO G. PAI FRANCE BOOK
100% Received/Recorded in the logbook the receipt of Memorandum for issuance of ORS with approved Payroll/ Contract/ Purchase Order and its supporting documents, assigns Memo Request Number, then forwards to Budget Unit Requested for the issuance of ORS should be signed and recommended by the office concerned in 10 minutes, with no fail	Issuance of Obligation Request and Status (ORS)	100% Entered data in the e-Budget System for the set-up of the beginning balances (MOOE and CO) in 2 hours, with no error	100% Assisted the Budget Officer in preparing matrix for MOOE and CO with details of PAP, Object Code, Responsibility Center, balance of allotment as December 31 in 4 hours, with no error.	Ser-up or Beginning Balance for Extended Allotment for Locally Funded Projects, MOOE	100% File the approved SARO/ SR for reference in 10 minutes, with no fall	100% Encoded in eBudget the details of the allotment received in 30 minutes, with no error	Recording of Receipt of Allotment	C OF LITTED OF THE SEMESTIKAL KATTING PERIOD	(Targets + Measures)	No the second		ENSERIOT CILAS		illuer I, or Leyre Stn DEO, commit to del	
90% Received/Recorded in the logbook the receipt of Memorandum for issuance of ORS with approved Payroll/ Contract/ Purchase Order and its supporting documents, assigns Memo Request Number, then forwards to Budget Unit. Requested for the issuance of ORS should be signed and recommended by the office concerned in 10 minutes, with no fail	us (ORS)	100% Entered data in the e-Budget System for 90% Entered data in the e-Budget System the set-up of the beginning balances (MOOE and CO) in 2 hours, with no error	100% Assisted the Budget Officer in preparing matrix for MODE and CO with details of PAP, Object Code, Responsibility Center, balance of allotment as December 31 in 5 hours, with no error.	ed Allotment for Locally Funded	100% File the approved SARO/ SR for reference in 20 minutes, with no fall	90% Encoded in eBudget the details of the allotment received in 30 minutes, with no error			Actual Accomplishment		Unice:	Position:		A Section 1. For Leyte 5th DEO, commit to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the periodJuly to December, 2021.	INDIVIDUAL PERFORMANCE COMMITMENT and REVIEW
7		7	4		4	7		TO BE FILLED D	Rating		Leyte 5th DEO, Baybay City	District Engineer		he following targets in accordance with	NENT and REVIEW (IPCR) FORM
~		ץ	1		4	4		EVALUATION			aybay City	ineer		the indicated measures for	
4.67		4.67	1.1.1		4.67	4.67			Average	To the second	Date Drange			he periodJuly t	
									Remarks	1.01.01	7	Signature of Batter	* C 7	to December, 2021.	DPWH SPMS Form No. 1

FINANCIAL Allott REPORTING EBud	Mo	100 mor per codu	FUND UTILIZATION COPTON	Aft Fail.	but single services of the ser	S S S S S S S S S S S S S S S S S S S	\$ 10 30 30		то ве еплер
6 Prepared Monthly Statement of nent Obligation and Balances based on get data in the 3th of the month, with no	Monthly Statement of Allotment Obligation and Balances and Other Financial	100% Assisted the Budget Officer in monitoring the balance of allotment in eBudget per fund, legal basis, allotment number, PPA code, responsibility center and object of expenditures in 30 minutes, with no fail	copy of signed ORS together with the Payroll/ Contract/ Purchase Order and its supporting documents to the concerned section for preparation of DV. One (1) copy of signed ORS will be filed by the Budget Unit for reference in 30 minutes, with no fall.		*Charges to appropriation/ allotrient necessary, lawful and under my direct supervision; and supporting documents valid, proper and legal	logbook/ releases the ORS together with supporting documents to the concerned section for signature of Box A of ORS, which states:	100% Prepared ORS and when saved, the system automatically assigns ORS Number in 30 minutes, with no error	The section of Eddon	70 BE FILLED OF THE SEMESTRAL PATRIC SERVICES
100% Prepared Monthly Statement of Allotment Obligation and Balances based on eBudget data in the 3th of the month, with no error.	and Balances and Other Financial	100% Assisted the Budget Officer in monitoring the balance of allotment in eBudget per fund, legal basis, allotment number, PPA code, responsibility center and object of expenditures in 40 minutes, with no fail	90% Records in the logbook/ releases one (1) copy of signed ORS together with the Payroll/ Contract/ Purchase Order and its supporting documents to the concerned section for preparation of DV. One (1) copy of signed ORS will be filed by the Budget Unit for reference in 30 minutes, with no fail.	After signed Box A of ORS, return the signed ORS to Finance Section in 10 minutes, with no fail.	*Charges to appropriation/ allotment necessary, lawful and under my direct supervision; and supporting documents valid, proper and legal	100% The Support Staff records in the logbook/ releases the ORS together with supporting documents to the concerned section for signature of Box A of ORS, which states:	100% Prepared ORS and when saved, the system automatically assigns ORS Number in 40 minutes, with no error		Acmai Accomplishment
ኅ		٦	٦		Ŋ		1	70	٥
9		٦	-		5		h	TO BE FILLED DURING EVALUATION	m
7		4	'n		5		A		-
2		4.67	4.67		5		4.67		Average
									Remarks

				FINANCIAL						TO BE FI	Output
100% Submitted Approved Reports with transmittal Letter to the DBM and COA in the 15th day of the following month, with no fail	100% Book binded the Reports in the 15th day 100% Book binded the Reports in the 15th of the following month, with no error	100% Printed the BFARs in the 15th day of the following month, with no error	100% Checked data for negative balances, any incorrect legal basis, funding source, object codes, responsibility center, system errors, unreconciled allotment and SAA in the 15th day of the following month, with no error.	100% Posts sorted SAA to excel file of BFARs in the 15th day of the following month, with no error. • FAR No. 1 • FAR No. 1-B	100% Extracted SAA listing then sorts SAA by legal basis allotment class, PAP, Object codes in the 15th day of the following month, with no error.	100% Extracted data for Allotments and Obligations from the e-Budget System and post data for allotment and obligation to the excel file format in the 15th day of the following month, with no error.	100% Prepared format of BFAR based on JC No. 2014-1 July 2, 2014 in excel file in the 15th day of the following month, with no error.	BEARS)	Preparation of Quarterly Budget and Fin	TO BE FILLED OF THE SEMESTRAL RATING PERIOD	(Targets + Measures)
100% Submitted Approved Reports with transmittal Letter to the DBM and COA in the 15th day of the following month, with no fail	100% Book binded the Reports in the 15th day of the following month,, with no error	100% Printed the BFARs in the 15th day of the following month, with no error	100% Checked data for negative balances, any incorrect legal basis, funding source, object codes, responsibility center, system errors, unreconciled allotment and SAA in the 15th day of the following month, with no error.	100% Posts sorted SAA to excel file of BFARs in the 15th day of the following month, with no error FAR No. 1 FAR No. 1-B	90% Extracted SAA listing then sorts SAA by legal basis allotment class, PAP, Object codes in the 15th day of the following month, with no error.	100% Extracted data for Allotments and Obligations from the e-Budget System and post data for allotment and obligation to the excel file format in the 15th day of the following month, with no error.	90% Prepared format of BFAR based on JC No. 2014-1 July 2, 2014 in excel file in the 15th day of the following month, with no error.	incial Accountability Reports (BFARS)-			Actual Accomplishment
4	7	4	4	ζ	5	7	7		101	Q	
7	4	4	7	٦	4	7	4		TO BE FILLED DURING EVALUATION	m	Rating
7	4	7	4	5	4	7	6		ALUATION	-1	
7	h	~	7	4	4.67	ч	4.47			Average	Augman
										Remarks	

			REPORTING	FINANCIAL					1. 20.01	Output
100% Assisted the Accountant II to Ensures that all cash receipts and disbursements are recorded/ accounted for in the Books in 1 hour, with no fall.	Bank Reconciliation for all Funds / Accounts	100% Assisted the Accountant II in Preparing and affixed initial in the SLIIE, which has one series per year per Funding Source in 1 day, with no error	 LDDAP-ADA has one (1) series per month per Funding Source; If the bank account maintained by the creditor/ payee is other than the Agency's MDS-GSB, separate LDDAP-ADA will be prepared for MDS-GSB, separate LDDAP-ADA will be prepared for the creditor/ payee. LDDAP-ADA has one (1) series per month month per Funding Source; If the bank account maintained by the creditor/ payee is other than the Agency's MDS-GSB, separate LDDAP-ADA will be prepared for the creditor/ payee. 	and affixes initial in the LDDAP-ADA based on the approved DV per form provided by the DBM on a first-come-first-serve basis, in 1 day, with no error 100% Assisted the Accountant II in Preparing and affixes initial in the LDDAP-ADA based on the approved DV per form ADA based on the approved DV per form with no error serve basis, in 1 day, with no error	100% Assisted the Accountant II in Checking availability of NCA. Indicates NCA reference in the DV in 30 minutes, with no error Posts and updates balance of NCA.	LDDAP-ADA and Payment of Accounts Payable (External and Internal Creditor)	100% Assisted the Accountant II in Preparing CAF (2 original copy – 1 copy to be attached to the contract and 1 copy for the Accounting Section), based on the approved ORS in 2 hours, with no error	CAF)	Issuance of Certificate of A	(Targets + Measures)
90% Assisted the Accountant II to Ensures that all cash receipts and disbursements are recorded/ accounted for in the Books in 1 hour, with no fail.	8	100% Assisted the Accountant II in Preparing and affixed initial in the SLIIE, which has one series per year per Funding Source in 1 day, with no error	1. LDDAP-ADA has one (1) series per month per Funding Source; 2. If the bank account maintained by the creditor/ payee is other than the Agency's MDS-GSB, separate LDDAP-ADA will be prepared for the creditor/ payee.	100% Assisted the Accountant II in Preparing and affixes initial in the LDDAP-ADA based on the approved DV per form provided by the DBM on a first-come-first-serve basis, in 1 day, with no error	90% Assisted the Accountant II in Checking availability of NCA. Indicates NCA reference in the DV in 30 minutes, with no error Posts and updates balance of NCA.	ayable (External and Internal	100% Assisted the Accountant II in to Preparing CAF (2 original copy – 1 copy to be attached to the contract and 1 copy for the Accounting Section), based on the approved ORS in 2 hours, with no error	Funds (CAF)		Actual Accomplishment
4		4	4		7		4		70	5
4		5	h		4		4		BE FILLED DURING EVALUATION	Rating
7		•	٦		5		4		T	
4.67		7	٩		4.67		7			Average
									Kellidiks	Damasia

Transpers + Measures) Actual Accomplishment Particle OF THE SOVESTRAL NATING PREVIOUS 100% Assisted the Accountant II in Comparing 100% Assisted the Accountant II in the Subsidiary Ledger with that of the Bank Statement, R.C., LIDDAP-ADA and NCA/NTA in 1 day, with no fail. 100% Assisted the Accountant II in Peparing 1100% Assisted the A	Accountant III	Account	Position:	ative Officer IV	Administrative Officer IV	Position: Date:	12-31-2011	Date:
Accomplishment Q E T Average TO BE FILLED DURING EVALUATION The Accountant II in Subsidiary Ledger with that tement, RCI, LIDAP-ADA 11 day, with no fall. 11 day, with no fall. 12 S S S S A 4 4.67 Total Rating	\S 		Name and Signature	ANTO	5	of Initial Rater:		of Ratee: Position:
Accomplishment Q E T Average TO SE FILLED DURING EVALUATION The Accountant II in Subsidiary Ledger with that terment, RCI, LDDAP-ADA 11 day, with no fail. The Accountant II in re-NGAS for any to reflect the correct cash cooks in 40 minutes, with the face in 40 minutes, with reconsumable item in 30 reals. The ORS details in the face reclasses of POJAR and CAF release of POJAR and CAF section in 10 minutes, Total Rating Total Rating Total Rating 130-80 Final Average Rating 120-80				+	1 1	Name and Simphip	(Marco	Name and Signature
Accomplishment Q E T Average T Average T Average T T T T T T T T T T T T T T T T T T							No.	The above rating has been discussed with:
Accomplishment Q E TO BE FILLED DURING EVALUATION The Accountant II in Subsidiary Ledger with that tement, RCI, LDDAP-ADA 11 day, with no fail. The Accountant II in re-NGAS for any to reflect the correct cash cooks in 40 minutes, with The ORS details in the face and prepares CAF for r-consumable item in 30 fail. Telease of PO/AR and CAF rections in 10 minutes, Total Rating		15.1	ng	mai Average Rati		mal sheet/s if necessary)	for development purposes or rewards/promotion, (Note: Use addition	r comments and recommendation
Transcenses Actual Accomplishment Q E TO SE FILLED DURING PERIOD TO SE FILLED DURING ENALUATION PS Assisted the Accountant II in Comparing 100% Assisted the Accountant II in Subsidiary Ledger with that of the Bank Statement, RCI, LDDAP-ADA and NCA/NTA in any, with no fail. 100% Assisted the Accountant II in Preparing 100% Assiste		130.00		Total Rating				
(Targets + Measures) Actual Accomplishment Q E TO BE FILLED DURING FRALIATION PS Assisted the Accountant II in Comparing I 100% Assisted the Accountant II in Subsidiary Ledger with that of the Bank Statement, RCJ, LIDAP-ADA and NCA/NTA in Comparing the Subsidiary Ledger with that of the Bank Statement, RCJ, LIDAP-ADA and NCA/NTA in I day, with no fail. 100% Assisted the Accountant II in Preparing of the Bank Statement, RCJ, LIDAP-ADA and NCA/NTA in I day, with no fail. 100% Assisted the Accountant II in Preparing of the Bank Statement, RCJ, LIDAP-ADA and NCA/NTA in I day, with no fail. 100% Assisted the Accountant II in Preparing International Preparing International II in Internat								Note: Use Additional sheet/s if necessary:
(Targets + Measures) Actual Accomplishment Q E TO BE FILLED DURING EVALUATION 100% Assisted the Accountant II in Comparing 100% Assisted the Accountant II in Statement, RCI, LDDAP-ADA and NCA/NTA in 1 day, with no fail. 100% Assisted the Accountant II in Preparing 100% Assisted the Accountant II in Preparing 100% Assisted the Comparing the Subsidiary Ledger with that 1 day, with no fail. 100% Assisted the Accountant II in Preparing 100% Assisted the Accountant II in Preparing 100% Assisted the CA/NTA in 1 day, with no fail. 100% Assisted the Accountant II in Preparing 1EV in e-NGAS for any reconciling item to reflect the correct cash balance in the Books in 40 minutes, with no error. Purchase Order 100% Indicated the ORS details in the face of 90% Indicated the ORS details in the face in 100% Indicated the ORS details in the face of PO/APR with non-consumable item in 30 minutes, with no fail. Actual Accomplishment Q E T Average T Average TO BE FILLED DURING EVALUATION Comparing 100% Assisted the Accountant II in Preparing 100% Assisted the Accountant II in Preparing 100% Assisted the Accountant II in Preparing 1EV in e-NGAS for any reconciling item to reflect the correct cash balance in the Books in 40 minutes, with no error. Purchase Order 100% Indicated the ORS details in the face of 90% Indicated the ORS details in the face in the PO/APR with non-consumable item in 30 minutes, with no fail.		4.67	4	4	7	100% Recorded release of PO/AR and CAF to the concerned section in 10 minutes, with no fail.	% Recorded release of PO/AR and CAF to concerned section in 10 minutes, with no	57 CT LA
Cargets + Measures Actual Accomplishment Q E T Average		4.67	9	4	7			FUND UTILIZATION AND CONTROL
Targets + Measures) Actual Accomplishment Q E TO BE FILLED DURING EVALUATION 100% Assisted the Accountant II in Comparing the Subsidiary Ledger with that of the Bank Statement, RCI, LDDAP-ADA and NCA/NTA in 1 day, with no fail. 100% Assisted the Accountant II in Preparing JEV in e-NGAS for any reconciling item to reflect the correct cash balance in the Books in Dalance in the Books in no error. Actual Accomplishment Q E TO BE FILLED DURING EVALUATION Average TO BE FILLED DURING EVALUATION TO BE FILLED DURING EVALUATION AVERAGE TO BE FILLED DURING EVALUATION AVERAGE TO BE FILLED DURING EVALUATION TO BE FILLED DURI							· HI MIGGE OF GET	
(Targets + Measures) Actual Accomplishment Q E TO BE FILLED DIVENUS EVALUATION 100% Assisted the Accountant II in Comparing the Subsidiary Ledger with that of the Bank Statement, RCI, LDDAP-ADA and NCA/NTA in 1 day, with no fail. Average TO BE FILLED DIVENUS EVALUATION Average TO BE FILLED DIVENUS EVALUATION TO BE FILLED DIVENUS EVALUATION Average TO BE FILLED DIVENUS EVALUATION Statement, RCI, LDDAP-ADA and NCA/NTA in 1 day, with no fail.		4.67	4	4	4		100% Assisted the Accountant II in Preparing JEV in e-NGAS for any reconciling item to reflect the correct cash balance in the Books in 30 minutes, with no error.	
(Targets + Measures) Actual Accomplishment Q E TO BE FILLED DURING EVALUATION Rating TO BE FILLED DURING EVALUATION		4	٦	7	4	100% Assisted the Accountant II in Comparing the Subsidiary Ledger with that of the Bank Statement, RCI, LDDAP-ADA and NCA/NTA in 1 day, with no fail.	100% Assisted the Accountant II in Comparing the Subsidiary Ledger with that of the Bank Statement, RCI, LDDAP-ADA and NCA/NTA in 1 day, with no fail.	FINANCIAL REPORTING
(Targets + Measures) Actual Accomplishment Rating Rating Average			VALUATION	FILLED DURING E	10 81			
(Targets + Measures) Actual Accomplishment Rating	Kemarks	J. veci age		E			ED OF THE SEMESTRAL RATING PERIOD	TO BE FILL
		August		Rating		Actual Accomplishment	(Targets + Measures)	Output

Page 5 of 5