

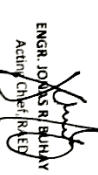
NAME OF CONTRACT OF SERVICE (COS) PERSONNEL: RUEL C. LAMBERTE  
POSITION: ENGINEER 1  
OFFICE: RAED

ACTIVITY	OUTPUT INDICATOR	TARGET	ACCOMPLISHMENT	QUANTITY (1)	QUALITY (2)	TIMELINESS (3)	
I. PERFORMANCE: Based on actual duties & responsibilities (75%)							
a. Assist in coordinating with collaborating agencies, clients and stakeholders on the implementation of Farm-to-Market Road projects; validation of proposed sites/evaluation of possible recipients;	No. of validation of proposed sites	As needed	Assisted in the conduct of validation/geo-tagging of (35) proposed FMR sites	5.00	4.00	4.00	13.00
b. Facilitate perfection of templates and submission of documents based on the checklist requirements; preparation of FMR templates, KML files and Maps/Endorsement of qualified sites to Central Office;	No. of evaluation of possible recipients	As needed	Assisted in the evaluation of (35) possible recipients	5.00	4.00	4.00	13.00
c. Assist in the conduct of review of technical documents for agri-infra projects;	No. of prepared FMR templates, KML files and Maps	As needed	Assisted in the preparation (25) FMR templates, KML files and Maps	5.00	4.00	5.00	14.00
d. Assist in the conduct of technical inspection and monitoring of proposed and implemented agri-infra projects;	No. of endorsed/qualified sites to Central Office	As needed	Assisted in preparation/endorsed (20) qualified FMR sites to Central Office	5.00	4.00	4.00	13.00
e. Assist in the preparation of documents for the release/downloading of funds;	No. of reviewed documents	As needed	Assisted in the review of (15) technical documents for agri-infra projects;	5.00	5.00	4.00	14.00
f. Assist in conducting geo-tagging of proposed & implemented agri-infra projects;	No. of inspected/monitored of proposed/implemented agri-infra project	As needed	Assisted in the conduct of (15) technical inspection and monitoring of proposed and implemented agri-infra projects	5.00	4.00	4.00	13.00
g. Assist in the preparation of reports to be submitted to DA Central Office and other concerned agencies;	No. of documents for release/downloading of funds	As needed	Assisted in the preparation of three (3) documents for the release/downloading of funds.	4.00	4.00	4.00	12.00
h. Assist in updating the Agricultural and Biosystems Engineering Management Information System (ABEMIS) for proposed and implemented FMR projects;	No. of geotag proposed & implemented agri-infra projects	As needed	Assisted in the conduct geo-tagging of (20) proposed & implemented agri-infra projects	5.00	4.00	5.00	14.00
i. Assist in the formulation of Farm-to-Market Road Network Plan (FMRNP) using GEOAGRI;	No. of prepared reports to be submitted to DA central office and other concerned agencies	As needed	Assisted in the preparation of (35) reports to be submitted to DA Central	5.00	4.00	4.00	13.00
j. Perform other functions which may be directed by the immediate superior.	No. of proposed and implemented FMR projects updated	As needed	Assisted in updating (10) proposed and implemented FMR projects from ABEMIS	4.00	4.00	4.00	12.00
	No. of formulated FMRNP	As needed	Assisted in the formulation of (3) FMRNP using GEOAGRI	4.00	4.00	4.00	12.00
	No. of administrative services performed	As needed	21 administrative service(s) performed	5.00	4.00	5.00	14.00
	As needed	Perform other functions which may be directed by the immediate supervisor.	Other function performed: As directed	5.00	4.00	5.00	14.00
A. Total Performance Rating = (Sum of 1+2+3)				62.0	53	56	171
B. Average Performance Rating = (A/No. of items (39))							4.38
C. Final Performance Rating (B x 0.75%)							3.29
II. OTHER FACTORS (25%)							
D. Initiative (10%)							4.00
E. Autonomy (work with minimal supervision) (5%)							4.00
F. Punctuality (5%)							4.00
G. Others (Teamwork, Courtesy, Good Manners & Right Conduct (GMRG) (5%)							4.00
H. Rating of Other Factors in %:							0.40
I. D x 10%							0.20
J. E x 5%							0.20
K. F x 5%							1.00
L. G x 5%							4.29
M. Final Other Factors Rating [(Sum of I + J + K + L)]							
N. FINAL RATING = (C + M)							
O. Final Adjective Rating *							Very Satisfactory

Name of COS Personnel:

Final Rating by:

  
RUEL C. LAMBERTE  
Engineer 1, RAED

  
ENGR. JONAS R. BUAY  
Acting Chief, RAED

Final Rating Scale*	
Numerical	Adjectival
4.5-5.0	Outstanding
4.0-4.49	Very Satisfactory
3.5-3.99	Satisfactory
3.0-3.49	Unsatisfactory
2.99 and below	Poor

Work Experience Sheet

WORK EXPERIENCE SHEET

**Instructions:** 1. Include only the work experiences relevant to the position being applied to.

2. The duration should include start and finish dates, if known, month in abbreviated form, if known, and year in full. For the current position, use the word Present, e.g., 1998-Present. Work experience should be listed from most recent first.

- Duration: December 20, 2022 – Present
- Position: Engineer I
- Name of Office/Unit: DA – RFO VIII, Regional Agricultural Engineering Division/  
Farm-to-Market Road Development Program (FMRDP)
- Immediate Supervisor: Engr. Jonas R. Buhay – Acting RAED Chief
- Name of Agency/Organization and Location: Department of Agriculture –  
Regional Field Office VIII, Tacloban City
- List of Accomplishments and Contributions (if any)
  - Assisted in the preparation of FMR Templates, KML files and Maps;
  - Assisted in the conduct of review technical documents for agri-infra projects;
  - Assisted in the conduct of technical inspection and monitoring of proposed and implemented agri-infra projects;
  - Assisted in conducting geo-tagging of proposed & implemented agri-infra projects;
  - Assisted in updating FMR validated proposals under GAA 2023, to be uploaded in ABEMIS;
  - Assisted in encoding and updating FMR request 2022 in google drive; and
  - Assisted in drafting reply letters of requested FMR proposals.
- Summary of Actual Duties
  - Assist in coordinating with collaborating agencies, clients and stakeholders on the implementation of Farm-to-Market Road projects: a) Validation of Proposed sites; b) Evaluation of possible recipients;
  - Facilitate perfection of templates and submission of documents based on the checklist requirements: a) Preparation of FMR templates, KML files and Maps; b) Endorsement of qualified sites to Central Office;
  - Assist in the conduct of review of technical documents for agri-infra projects;
  - Assist in the conduct of technical inspection and monitoring of proposed and implemented agri-infra projects;
  - Assist in conducting geo-tagging of proposed & implemented agri-infra projects;
  - Assist in the preparation of reports to be submitted to DA Central Office and other concerned agencies;
  - Assist in updating the Agricultural and Biosystems Engineering Management Information System (ABEMIS) for proposed and implemented FMR projects;
  - Assist in updating the Farm-to-Market Road Network Plan (FMRNP) using GEOAGRI; and
  - Perform other functions which may be directed by the immediate supervisor.

- Duration: August 24, 2022 – November 30, 2022
- Position: Project Assistant I (Enumerator)
- Name of Office/Unit: DA – RFO VIII, Regional Agricultural Engineering Division/  
Nationwide Machinery Inventory Project
- Immediate Supervisor: Engr. Vilvic L. Ilo
- Name of Agency/Organization and Location: Department of Agriculture –  
Regional Field Office VIII, Tacloban City
- List of Accomplishments and Contributions (if any)
  - Conduct survey and gather data for the inventory of all agricultural and fishery machinery, equipment and facilities in the region;
  - Upload survey/inventory data using the KoboTool Collect android application and ABEMIS subject for review;
  - Assist in the consolidation and analysis of the inventory data;



- Assist in the uploading of inventory data to the ABEMIS.

- Summary of Actual Duties

- Responsible for field work and validation of data submitted by MLGUs/CLGUs, and update the list of existing agricultural machinery units for the updating of the level of agricultural mechanization in the region.
- Responsible in validating and finalizing the data submitted to create a baseline information and map generation of the machinery units in Region 8.
- Assists the RAED8-SRES in updating the ABE Directory in the region.

- Duration: March 15, 2021 – June 18, 2022
- Position: Part-time Instructor
- Name of Office/Unit: Department of Agricultural and Biosystems Engineering
- Immediate Supervisor: Engr. Eldon P. De Padua
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte

- List of Accomplishments and Contributions (if any)

- Contributed in the preparation for the AACUP Level IV accreditation of the BSABE program
- Contributed in the preparation of research proposals and extension activities of the department.
- Served as a representative for trainings and seminars related to ABE.
- Contributed in delivering quality education/instruction to BSABE students.

- Summary of Actual Duties

- Responsible for conducting classes of the assigned engineering related subjects/courses, and evaluate students based on their outputs. Also, exposed to preparation of research proposals and extension activities of the department.

- Duration: June 10, 2019 – July 24, 2019
- Position: Agricultural Engineering Intern
- Name of Office/Unit: Rice Engineering and Mechanization Division
- Immediate Supervisor: Engr. Katherine C. Villota
- Name of Agency/Organization and Location: Philippine Rice Research Institute, Science City of Muñoz, Nueva Ecija

- List of Accomplishments and Contributions (if any)

- Presented the results of the rice machineries performance evaluation.
- Contributed in evaluating and assessing the different rice machineries and other new technologies related to rice mechanization.

- Summary of Actual Duties

- Responsible in conducting performance evaluation of the different rice machineries and preparation of technical and narrative report of the results of the special project performed.

  
RUEL C. LAMBERTE

(Signature over Printed Name of Employee/Applicant)

Date: 05/15/2024