OFFICE PERFORMANCE COMMITMENT & REVIEW FORM (OPCR)

I, RYSAN C. GUINOCOR, Head of the Office of the Head for General Services commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period January-June 30, 2021.

Approved:

Head, General Services

Date

REMBERTO A. PATINDOL VP for Admin. & Finance

*								1	CO BEEN CONTRACTOR	
Appointment/Status	Position Title	Number						1	DATE CEP 7 4 7	
OIC Director	Legal Officer IV (Designated)	1	Rating Equivalents:		1			1	DATE DET	
Job Order	Admin. Aide III	1	5 - Outstanding 4 - Very Satisfactory 3 - Satisfactory 2 - Fair 1 - Poor						DATE: SEP 2 1 2 BY: Remarks	
	TOTAL	2			1				61330 830	
GASSs/PAPs	Success Indicators	Persons Responsible	Target (January-December 2021)	Actual Accomplishments	Q ¹	Ra E ²	AND DESCRIPTIONS	Anna Control of the State of th	Remarks	
UGAS5. SUPPORT TO	OPERATIONS				-					
OVPAF STO 1: ISO 90	01:2015 ALIGNED DOCUMENTS	OPP through disease cours and order or segment to an extended direct management of the course of the management	The state of the s		-	T	T			
ODAS STO 1:1: ISO 9001:2015 aligned documents and compliant processed	PI.1:Percentage of clients served rated the services received at least very satisfactory or higher	All GSO utility	95% of clients rated services as very satisfactory or higher	95% of clients rated services as very satisfactory or higher	5	5	5	5		
WPAF STO3: ARTA AL	IGNED COMPLIANCE AND REPORT	ING REQUIREMENTS								
	PI, 1:Efficient & customer friendly frontline service	RC. Guinocor, AB Besavilla and All GSO utility	Zero percent complaint from clients served	100% accomplished	5	5	5	5	Note: Please refer to customer satisfaction surve result from QAC	
ODAS/GASS 7: GENERAL SERVICES	PI.2. Percentage of comfort room cleaned and disinfected	All GSO utility	100% cleaned	100% cleaned	5	5	5	5		
	PI.3:Number of documents delivered to different units	All GSO utility	100 documents	5000 documents delivered to different units	5	5	5	5	Face 100 TO 100	
	PI.4:Percentage of floor area cleaned	All GSO utility	100% floor area cleaned in a week	100% floor area cleaned	5	5	5	5		

GASSs/PAPs	Success Indicators	Persons Responsible	Target (January-December 2021)	Actual Accomplishments	Rating				Remarks
					Q ¹	E ²	T ³	A ⁴	
	PI.5:Percentage of trashbins cleaned and sanitized	All GSO utility	100% cleaned and sanitized	100% cleaned and sanitized	5	5	5	5	
	PI.6:Percentage of VSU offices cleaned	All GSO utility	100% cleaned	100% cleaned	5	5	5	5	
	PI.7: Monthly Accomplishment Report	All GSO utility	24 Monthly Accomplishment Reports conducted	6	4	4	4	4	cancelled some meetings due to some employees were in home quarantine
		Total Over-all Rating				konistiku (normanasyase)		39	
cales and the contract of the		Average Rating					4.87		
- SECONDARIO CONTRACTOR DE		Adjectival Rating				0			
ceived by:	умен жүр 🖟 бой бай аруыны жанга такка түү этэ этэгчээ этэ этэгчээ этэ бөгүү этэгчүү этэгчүү этэгчүү этэгч этэгчүү этгичүү	Calibrated by:	Recommending approval:	erste enderste der siche der der Stelle in der siche der Stelle der der der der der der der der der de	ac province any some distriction	Appro	ved by	V.	Angeline mental an antique angular per consequence and consequence and antique angular

DANIEL LESLIE TAN

Planning Office Date:

1- Quality

2 - Efficiency

3 - Timeliness

4 - Average

REMBERTO A. PATINDOL

Chairman, PMT Date:

REMBERTO A. PATINDOL VP for Admin & Finance

Approved by:

EDGARDO E. TULIN

University President
Date: 00 9/24 M