

**OFFICE PERFORMANCE COMMITMENT REVIEW FORM (OPCR)  
(ACCOMPLISHMENT)**

I, **MAE ANN A. BRAVO**, Head of **Central Analytical Services Laboratory (CASL)** 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 2022 to June 2022.

*MAE ANN A. BRAVO*  
Head

July 19, 2022

*MARIA JULIET C. CENIZA*  
VP for Research, Extension & Innovation



MFO & PAPs	Success Indicators	Target	Actual Accomplishment	Rating				Remarks
				Q <sup>1</sup>	E <sup>2</sup>	T <sup>3</sup>	A	
<b>MFO 2: Analytical Services</b>	<b>Number of Biological &amp; Environmental Samples Analyzed</b>	250	<b>281</b>	5	5	5	5	
	• Plant	50	<b>78</b>	5	5	5	5	
	• Organic/Food/Feed	350	<b>781</b>	5	5	5	5	
	• Soil	3	<b>4</b>	5	4	5	4.67	
	• Water							
	<b>Number of Chemical Analyses conducted</b>							
	• Soil Analysis	150	<b>2720</b>	5	5	5	5	
	• Plant Analysis	250	<b>328</b>	5	5	5	5	
	• Non-soil Analysis	150	<b>338</b>	5	5	5	5	
	• Water Analysis	3	<b>4</b>	4	5	5	4.67	
	<b>Number of Clients served on time and with Zero complaint through chemical analysis</b>	25	<b>130</b>	5	5	5	5	
	<b>Income Generated (Gross)</b>	450,000.00	<b>835,204.00</b>	5	5	5	5	
<b>MFO 3: Extension Services</b>	<b>Number of Visitors (walk-in &amp; arranged), and students oriented/briefed in the laboratory</b>	15	<b>15</b>	5	5	5	4.67	


<b>MFO 4: Administrative Services</b>	<b>Number of trainings conducted</b>	1	1	4	5	5	9.67	
	<b>Efficient &amp; costumer friendly frontline services</b>	No valid complaints	No valid complaints	5	5	5	5	
	<b>Number of equipment/apparatus cleaned/maintained as functional</b>	15	16	4	5	5	4.67	
	<b>Number of equipment/apparatuses calibrated</b>	10	10	5	5	5	5	
	<b>Number of financial reports prepared &amp; submitted</b>	6	14	5	5	5	5	
	<b>Number of laboratory results released</b>	25	102	5	5	5	5	
	<b>Number of charge invoice and OR issued</b>	25	152	5	5	5	5	
	<b>Number of ISO docs prepared/maintained</b>	15	15	5	5	5	5	
<b>Total Over-all Rating</b>							93.25	
<b>Average Rating</b>							4.91	
<b>Adjectival Rating</b>							Outstanding	

Received by:

  
**TONI MARC L. DARGANTES**  
 Planning Office

Date: 7/19/2022

Calibrated by:

  
**DANIEL LESLIE S. TAN**  
 Chairman, PMT

Date: JUL 22 2022

Approved by:

  
**EDGARDO E. TULIN**  
 President

Date: 7/19/22

1 – Quality/effectiveness    2 – Efficiency    3 – Timeliness    4 – Average