Position Title

OFFICE PENTORMANCE COMMITMENT & REVIEW FORM (OPC.

I, ARGINA M. POMIDA, Director, OAS/IGP 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 2019

Appointment/Status

Head

ARGINA M. POMIDA Director, OAS/IGP

Director

Date

Number

DILBERTÓ O. FERRAREN

VP, PRGEA

APPROVED:

EDGARDO E. TULIN University President

Rating Equivalents:

5 - Outstanding
5 - Outstanding
4 - Very Satisfactory
3 - Satisfactory
2 - Fair
1 - Poor

Regular Staff	Admin. Aide III	1	
	TOTAL	2	
NO.	MFOs/PAPs	Success Indicators	
	PRGEA MFO1:		
	Efficient & customer		

NO. MFOs/PAPs		_	Actual	Persons	Rating					
	MFOs/PAPs	Success Indicators	Target	Accomplishment	Responsible	Q1	E2	Т3	A4	Remarks
	PRGEA MFO1:									
	Efficient & customer friendly frontline service	0% complaint from client served	Zero complaint	Zero Complaint	IGP Director, IGP staff	5	5	5	5	
	Effectively acted administrative & financial documents	Timely review and signing of Revolving Fund and Special Trust Fund IGP Projects, Contract of Lease, Monthly Financial Report of STF Projects managed and supervised, and other official documents prepared and processed	425	437	IGP Director, IGP staff	5	5	5	5	,
	ISO 9001:2015 aligned documents for at least 1 core process	Number of quality procedures prepared/revised	1	3	IGP Director, IGP staff	5	5	5	5	
	Administrative & management meetings	No. of actively attended administrative and management meetings	3	4	IGP Director, IGP staff	5	5	4	4.67	

NO.	MFOs/PAPs	Success Indicators	Target	Actual Accomplishment	Persons Responsible	Rating				
						Q1	E2	Т3	A4	Remarks
	PRGEA MFO 3: Management & monitoring services	No. of IGP Monthly Financial Reports received and check	150	218	IGP Director, IGP Staff	5	5	5	5	
		Scheduled regular Inventory of IGP projects	1	1	IGP Director, IGP staff	5	5	5	5	
		Percentage of concessionaires complying with the requirements	80%	95%	IGP Director, IGP staff	5	4	5	4.67	
	Effective & efficient income generation from implemented projects	Improved gross income generated from STF-IGP projects in support to instruction, research and extension	3.5M	8.32M	BOM, IGP Director	5	5	5	5	
		Improved gross income generated from RF-IGP to support university	3.5M	11.72M	BOM, IGP Director	5	5	5	5	
	Best Practices & Innovations	Regular repair and maintenance of IGP facilities	70%	75%	IGP Director, IGP Staff	4	4	4	4	
		Effective implementation of Proper Waste Segregation and Management	80%	90%	IGP Director, IGP Staff	5	4	5	4.67	
		Total Over-all Rating							53.01	
		Average Rating							4.82	
		Adjectival Rating				Outstanding				
Received by:		Calibrated by:	Recommending Approval: Approved by:							

	Received by:
-	CHARL
	DILBERTO O. FERRAREN
	Planning Office
	Date:

Aug	
REMBERTO A. PATINDOL	
Chairman, PMT	

Date: ____

DILBERTO O. FERRAREN

VP, PRGEA Date: _____ JEDGARDO E. TULIN University President

Date:

1- Quality

2 - Efficiency

3 - Timeliness

4 - Average