

"Exhibit A"

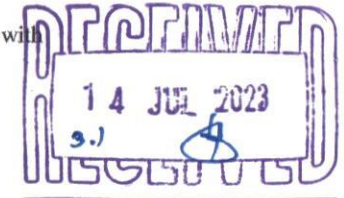
OFFICE PERFORMANCE COMMITMENT AND REVIEW (OPCR)

I, Atty. Rysan C. Guinocor, OIC-Chief Legal Officer commits to deliver and agree to be rated on the attainment of the following accomplishment in accordance with the indicated measures for the period January-June 2023


RYSAN C. GUINOCOR
OIC-Chief Legal Officer

APPROVED:

ALLEN GLENNIE P. LAMBERT
Executive Assistant



Appointment/ Status	Position Title	Number
OIC-Chief Legal Officer	Chief Administrative Officer	1
Job Order	Clerk	1
	TOTAL	2

Rating Equivalents:
5-Outstanding
4-Very Satisfactory
3-Satisfactory
2-Fair
1-Poor

No.	MFOs/PAPs	Success Indicators	Persons Responsible	Target	Actual Accomplishment	Rating				Remarks
						Q ¹	E ²	T ³	A ⁴	
UMFO 6. General Administration Support Services										
OP MFO 1 Management/ Executive Services										
Legal Office MFO 1:	Administrative and legal services	PI.1: Efficient & customer friendly assistance	R.C. Guinocor G. Pabroquez	no complaint	no complaint	5	5	5	5	
		PI.2: No. of legal opinions/rulings/ comments released within 5 days from receipt of request	R.C. Guinocor G. Pabroquez	50	267	5	5	5	5	
		PI.3: No. of faculty and staff/students counseled/ advised	R.C. Guinocor G. Pabroquez	100	150	5	5	5	5	
		PI.4: Percentage of anti-sexual harrasment prosecuted	R.C. Guinocor	100%	100%	5	5	5	5	
		PI.5: No. of violations of the provisions of MOA/contracts acted	R.C. Guinocor G. Pabroquez	5	0	5	5	5	5	
		PI.6: Percentage of BOR/UADCO meeting attended/assisted per request by the President	R.C. Guinocor	100% attendance	1	5	5	5	5	


		PI.16: Legal Services Operations Manual	R.C. Guinocor G. Pabroquez	1	0	5	5	5	5	
Legal Office MFO 7	Submission of unit's PPMP on or before prescribed deadline									
		PI. 17: PPMP, Purchase Request and Purchase Order submitted on or before prescribed deadline	R.C. Guinocor G. Pabroquez	100% on or before deadline	100%	5	5	5	5	
Legal Office MFO 8	Coordination with VSU HRMIS for easy production of legal-related documents (i.e., Affidavit of Loss)									
		PI. 18: Online Application for Affidavit of Loss	R.C. Guinocor	100%	100%	5	5	5	5	
Legal Office MFO 8	Innovations/changes for continued Improvement of Improved Services									
		PI.19: Number of best practices introduced and implemented	R.C. Guinocor	1	1	5	5	5	5	
	Total Over-all Rating									
	Average Rating									
	Adjectival Rating									

* Land Acquisition and Titling Unit (LATU) under Legal Office


Received by:


TONI MARC L. DARGANTES
 Planning Office
 JUL 14 2023

Calibrated by:


DANIEL LESLIE S. TAN
 Chairman, PMT
 JUL 14 11

Approved by:


EDGARDO E. TULIN
 President
 JUL 19, 2023

Date: JUL 14 2023 Date: _____

Date: _____

Date: _____

- 1- Quality
- 2- Efficiency
- 3- Timeliness
- 4- Average