

Approved:

DANIEL LESLIE S. TAN

RECEIVED
305
1 MAR 2022
my

MARIO LILIO VALENZONA

Ratee

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



MFC/PAPs	Success Indicator	UNIT/Person s Responsible	Target						Details of Actual Accomplish ments	Percentag e as of Dec. 31	Rating				Remarks
			Office of the Director for Physical Plant	Building & Housing Maintenance Unit	Motor Pool Services Unit	Power Plant & Electrical Unit	Ground & Landscape Unit	Instrumenta tion & Lab. Equip. Unit			Q ¹	E ²	T ³	A ⁴	
UMF05: Support to Operations (STO)															
VPAF STO1: ISO 9001:2015 aligned documents															

MFO/PAPs	Success Indicator	UNIT/Persons Responsible	Target:						Details of Actual Accomplishments	Percentage as of Dec. 31	Rating				Remarks
			Office of the Director for Physical Plant	Building & Housing Maintenance Unit	Motor Pool Services Unit	Power Plant & Electrical Unit	Ground & Landscape Unit	Instrumentation & Lab. Equip. Unit			Q ¹	E ²	T ³	A ⁴	
	PI 1. Number of quality procedures prepared/revised	MLP. Valenzona & all PPO, Units Heads	4						4	100%	5	5	5	5.00	
VPAF STO4: Innovations & Best Practices															
	PI 2. Number of innovative and revised policies/guidelines prepared	MLP. Valenzona & all PPO, Units	4						4	100%	5	5	5	5.00	
UMFO6: General Administrative and															
VPAF GASS 1: Administrative and Support Services Management															
	PI 3. Number of clients/personnel supervised for efficient office management and maintenance of rooms, facilities and documents	MLP. Valenzona & all PPO, Units Heads	58						58	100%	5	5	5	5.00	
	PI 4. Number of administrative services, equipment service requests and financial/administrative documents acted within time frame	MLP. Valenzona & all PPO, Units Heads	1000						1,000	100%	5	5	5	5.00	
	PI 5. Number of offices and units directly supervised, monitored and coordinated	MLP. Valenzona & all PPO, Units Heads	5						5	100%	5	5	5	5.00	
	PI 6. Efficient & customer-friendly frontline service	MLP. Valenzona & all PPO, Units Heads	100%						100%	100%	5	5	5	5.00	
VPAF GASS 4: Maintenance of Facilities and Equipment															
35	PI 7. Number of building and facilities inspected for preventive maintenance.	MLP. Valenzona, MG. Bulas & RD. Troyo	100% of scheduled Preventive Maintenance Works	100% of scheduled Preventive Maintenance Works		100% of scheduled Preventive Maintenance Works	100% of scheduled Preventive Maintenance Works		100% of scheduled Preventive Maintenance Works	100% of scheduled Preventive Maintenance Works	5	4	4	4.33	

MFO/PAPs	Success Indicator	UNIT/Person s Responsible	Target						Details of Actual Accomplish ments	Percentag e as of Dec. 31	Rating				Remarks
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10	PI 8. Number of building and facilities conducted repair and maintenance for corrective maintenance.	MLP. Valenzona, MG. Buriás & RD. Troyo	100% of scheduled Corrective Maintenance Works	100% of scheduled Corrective Maintenance Works		100% of scheduled Corrective Maintenance Works	100% of scheduled Corrective Maintenance Works		100% of scheduled Corrective Maintenance Works	100% of scheduled Corrective Maintenance Works	5	4	4	4.33	
15	PI 9. Number of equipment and vehicle inspective for preventive maintenance.	MLP. Valenzona, MG. Buriás	100% of scheduled Preventive Maintenance Works		100% of scheduled Preventive Maintenance on Motor pool Works				100% of scheduled Preventive Maintenance on Motor pool Works	100% of scheduled Preventive Maintenance on Motor pool Works	5	4	4	4.33	
10	PI 10. Number of equipment and vehicle conducted repair and maintenance for corrective maintenance.	MLP. Valenzona, MG. Buriás	100% of scheduled Corrective Maintenance Works		100% of scheduled Corrective Maintenance Works				100% of scheduled Corrective Maintenance Works	100% of scheduled Corrective Maintenance Works	5	4	4	4.33	
	PI 11. Timely-solid waste collection and disposal.	MLP. Valenzona, ME. Baliad	100% Collected and Disposed				100% Collected and Disposed		100% Collected and Disposed	100% Collected and Disposed	5	4	4	4.33	
5	PI 12. Well-maintained campus beautification and landscape	MLP. Valenzona & ME. Baliad	100% of scheduled well maintained Areas in the Campus Works				100% of scheduled well maintained Areas in the Campus Works		100% of scheduled well maintained Areas in the Campus Works	100% of scheduled well maintained Areas in the Campus Works	5	4	4	4.33	
50	PI 13. Number of laboratory instruments and equipment inspected for preventive maintenance.	MLP. Valenzona & L. B. Ramos	100% of scheduled Preventive Maintenance Works					100% of scheduled Preventive Maintenance Works	100% of scheduled Preventive Maintenance Works	100% of scheduled Preventive Maintenance Works	5	4	4	4.33	
25	PI 14. Number of laboratory instruments and equipment inspected for in-house calibration.	MLP. Valenzona & L. B. Ramos	100% of scheduled in house Maintenance Works					100% of scheduled in house Maintenance Works	100% of scheduled in house Maintenance Works	100% of scheduled in house Maintenance Works	5	4	4	4.33	

MFO/PAPs	Success Indicator	UNIT/Person s Responsible	Target :						Details of Actual Accomplish ments	Percentag e as of Dec. 31	Rating				Remarks
			Office of the Director for Physical Plant	Building & Housing Maintenance Unit	Motor Pool Services Unit	Power Plant & Electrical Unit	Ground & Landscape Unit	Instrumenta tion & Lab. Equip. Unit			Q ¹	E ²	T ³	A ⁴	
5	PI 15. Number of laboratory instruments and equipment inspected for outsource referral.	MLP. Valenzona & L. B. Ramos	100% of scheduled for Outsource Maintenance Works					100% of scheduled for Outsource Maintenance ce Works	100% of scheduled for Outsource Maintenance ce Works	100% of scheduled for Outsource Maintenance ce Works	5	4	4	4.33	
VPAF GASS 7: Project Management &															
13	PI 16. Effective monitoring and implementation of contracts and purchase orders	MLP. Valenzona	100% of well monitored and Implemented Projects	100% of well monitored and Implemented Projects					100% of well monitored and Implement	100% of well monitored and Implement	5	5	5	5.00	
15	PI 17. Percentage of billings and vouchers for payment of delivered goods, services and infrastructure processed	MLP. Valenzona & MC. Bantugan, AE Marinay	100% of Processed and Acted Payments						100% of Processed and Acted Payments	100% of Processed and Acted Payments	5	5	5	5.00	
13	PI 18. Plans and Sketches, Cost estimates & Inspection	MLP. Valenzona & AR. Salentes	100% Complied						100% Complied	100% Complied	5	5	5	5.00	
Total Over-all Rating														84.00	
Average Rating														4.67	
Adjectival Rating											0				

Received by Calibrated by:



DILBERTO O. FERRAREN

Planning Director, Office Office

Date: MAR 03 2022



DANIEL LESLIE S. TAN

PMT Chairman

Date: 3/3/22

Recommending Appr



DANIEL LESLIE S. TAN

Vice President for Admin. & Finance

Date: 3/3/22

Approved:



EDGARDO E. TULINA

President

Date: 3/3/22