

OFFICE PERFORMANCE COMMITMENT & REVIEW FORM (OPCR)

I, **APOLONIO M. ENCIERTO** Head of the GENERAL SERVICES DIVISION 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**

APOLONIO M. ENCIERTO

Ratee

Personnel Composition	Position Title/Designation	Number	
Head	Unit Head	1	
Regular staff	Adm. Aide VI	1	
	Adm. Asst. III	2	
Casual Staff	None	0	
Sub-TOTAL		4	
Job Order	Foreman	1	
	Electrician	12	
Sub Total		13	
TOTAL		17	

Rating Equivalents:

5 - Outstanding

4 - Very Satisfactory

3 - Satisfactory

2 - Fair

1 - Poor

Noted:

MARIO LILIO VALENZONA

Director GSD

OVPRGEA



UMFO 6: General Administration and Support Services (GASS)

OVPAF MFO 4: Physical Facilities Development and Maintenance

GSD, MFO 2 Power and Electricity Services Maintenance

MFOs/PAPS	Success Indicators	Persons Responsible	Target	Actual Accomplishment	% as of Dec. 31	Rating				Remarks
						Q ¹	E ²	T ³	A ⁴	
MFO1- Electrical system for new and major repair renovation	PI 1.1, Administrative building implemented	A.M. ENCIERTO, A. Braga, r. Abrillo, E. Cobico Jr, J. Sabando, E. Sopa, R. Arpoceple	2	3	150.00%	5	4	4	4.33	
	PI 1.2, Academic and research buildings implemented		2	2	100.00%	5	4	4	4.33	
	PI 1.3, IGP building implemented		2	3	150.00%	5	4	4	4.33	
	PI 1.4, Student and staff housing implemented		2	2	100.00%	5	5	4	4.667	
MFO2- Electrical system improvement and maintenance inside the buildings	PI 2.1, Administrative building implemented	A.M. ENCIERTO, A. Braga, R. Abrillo, R. Arpoceple	6	6	100.00%	5	5	4	4.667	
	PI 2.2, Academic and research buildings implemented		8	10	125.00%	5	4	4	4.33	
	PI 2.3, IGP building implemented		7	8	114.29%	5	4	4	4.33	

	PI 2.4 , Student and staff housing implemented		20	22	110.00%	5	4	4	4.33	
MFO3- Electical distribution systems repair and maintenance outside of buildings	PI 3.1, No. of distribution transformer service and maintained	A.M. ENCIERTO, A. Braga, R. Abrillo, R. Arpoceple, J. Sabando, E. Sopá	17	17	100.00%	5	5	4	4.667	
	PI 3.2 , No. of electric poles replaced / maintain		10	10	100.00%	5	4	4	4.33	
	PI 3.3 , No. of primary and secondary lines, cross arms and pole line hardware repaired and maintained		12	12	100.00%	5	4	4	4.33	
	PI 3.4, No. of streetlights repair and maintained		160	175	109.38%	5	4	4	4.33	
	PI 3.5 , No. of electric KW-HR meter maintained and took readings	A. Encierto, G. Israel Jr.& R. Juntilla	200	210	105.00%	5	4	4	4.33	
MFO 4- Sound system services	PI 4.1 , No. of sound served	A.M. ENCIERTO, C. Ababat Jr. E. Cobico, R. Juntilla	20	28	140.00%	5	4	4	4.33	
MFO 5- Power Generation services and maintenance	PI 5.1 , No. of Gen Set maintained	A.M. ENCIERTO, C. Ababat Jr. G. Israel Jr.	3	3	100.00%	5	4	4	4.333	
	PI 5.2, No. of operations		3	4	133.33%	5	4	4	4.33	
Total:									70.33	
Avarage Rating 5 4									4.396	
Ajectival Rating									VS	

Received by:

Calibrated by:

Recommending Approval:

Approved by:



Planning Office

Date: _____


REMBERTO A. PATINDOL

PMT


MARIO LILIO VALENZONA

Director, GSD

Date _____


EDGARDO E. TULIN

President

Date _____

1 - Quality

2- Efficiency

3 - Timeliness

4 - Average