

# OFFICE PERFORMANCE COMMITMENT & REVIEW FORM (OPCR)

I, JOSEFINA M. LARROSA, Head of VSU Guest House and Pavilion, 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 to June 2017.

  
JOSEFINA M. LARROSA  
Head of Unit

  
DANIEL M. TUOTUD, JR.  
Vice President for Planning, Resource Generation  
and External Affairs

Date: \_\_\_\_\_

REMBERTO A. PATINDOL  
Chairman, PMT

Approved: \_\_\_\_\_

  
EDGARDO E. TULIN  
President

NO.	MFOs/PAPs	Success Indicators	Persons Responsible	Target	Actual Accomplishments	Rating				Remarks
						Q <sup>1</sup>	E <sup>2</sup>	T <sup>3</sup>	A <sup>4</sup>	
MFO 5 Support to Operations	Efficient & customer friendly frontline service	Zero percent complaint from client served	J. Larrosa I. Sedrome R. Tanaid B. Javier L. Caintic	Zero valid complaint	Zero valid complaint	5	5	5	5	
	Food catering services & pavilion canteen operations	No. of food catering services & daily canteen operations	J. Larrosa I. Sedrome R. Tanaid B. Javier L. Caintic	700 catering services & canteen operations	900	5	5	5	4.67	
	Effective financial management	% of financial documents processed for collection and payments	J. Larrosa I. Sedrome R. Tanaid	100%	90%	4	4	3	3.67	
	<b>Total Over-all Rating</b>								13.34	
	<b>Average Rating</b>								4.44	
	<b>Adjectival Rating</b>								Very Satisfactory	