

**OFFICE PERFORMANCE COMMITMENT REVIEW FORM (OPCR)
(Accomplishment)**

I, **MAE ANN A. BRAVO**, Head of **Central Analytical Services Laboratory (CASL)** accomplished the following targets in accordance with the indicated measures for the period **JULY** to **DECEMBER**, 2022.

MAE ANN A. BRAVO
Head

MARIA JULIET C. CENIZA
VP for Research, Extension & Innovation



MFO & PAPs	Success Indicators	Target	Actual Accomplishment	Rating				Remarks
				Q ¹	E ²	T ³	A ⁴	
MFO 2: Analytical Services	Number of Biological & Environmental Samples Analyzed							
	• Plant	325	430					
	• Organic/Food/Feed	125	150	5	5	5	5	
	• Soil	350	381					
	• Water	5	60					
	Number of Chemical Analyses conducted							
	• Soil Analysis	100	1859					
	• Plant Analysis	400	485					
	• Non-soil Analysis	150	200	5	5	5	5	
	• Water Analysis	50	113					
	Number of Clients served on time and with Zero complaint through chemical analysis	25	82	5	5	5	5	
	Income Generated (Gross)	275,000.00	463,740.00	5	5	5	5	
MFO 3: Extension Services	Number of Visitors (walk-in & arranged), and students oriented/briefed in the laboratory	15	25	5	5	5	5	

MFO 4: Administrative Services	Number of trainings conducted	1	1	5	5	5	5	
	Efficient & costumer friendly frontline services	No valid complaints	No valid complaints	5	5	5	5	
	Number of equipment/apparatus cleaned/ maintained as functional	15	15	5	5	5	5	
	Number of equipment/apparatuses calibrated	10	10	4	4	5	4.33	
	Number of financial reports prepared & submitted	6	6	4	5	5	4.67	
	Number of laboratory results released	25	77	5	5	5	5	
	Number of charge invoice and OR issued	25	110	5	5	5	5	
	Number of ISO docs prepared/maintained	15	15	4	5	5	4.67	
Total Over-all Rating								
Average Rating							4.90	
Adjectival Rating							outstanding	

Received by:


TONI MARC L. DARGANTES
 Planning Office

Date: 1/6/2023

Calibrated by:


DANIEL LESLIE S. TAN
 Chairman, PMT

Date: JAN 16 2023

Approved by:


EDGARDO E. TULIN
 President

Date: 1/17/2023

1 – Quality/effectiveness 2 – Efficiency 3 – Timeliness 4 – Average