

OFFICE PERFORMANCE COMMITMENT & REVIEW FORM (OPCR)

I, MARIA TERESA A. CRUZ, OIC of the Internal Audit Service Office (IASO) commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period July 1 to December 29, 2017.

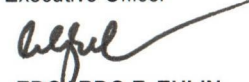

MARIA TERESA A. CRUZ

OIC of Unit


REMBERTO A. PATINDOL
Chairman, PMT


FRANCISCO G. GABUNADA

Executive Officer


EDGARDO E. TULIN
President

Approved:

No.	MFOs/PAPs	Success Indicators	Persons Responsible	Target July - Dec. 2017	Percentage of Accomplishments July Dec., 2017	Details of Accomplishment	Rating				Remarks
							Q1	E2	T3	A4	
6	General Administration Support Services	Number of Internal Control Systems (ICS) evaluated within 45 days from start of review	Maria Teresa A. Cruz/Arlin B. Flandez	1	100%	1	4	5	4	4.33	
		Number of Public biddings assisted in relation with RA 9184	Maria Teresa A. Cruz		100%	7	4	4	4	4	
	Efficient and customer-friendly assistance	Zero complaint from clients	Maria Teresa A. Cruz/Arlin B. Flandez/Leonardo Toraja Jr.	No complaint	100%	0	4	4	4	4	
	Financial Management Services	Number of Audit Programs prepared within January 15 of every year	Louella C. Ampac	1	N/A	N/A					
		Assessment of Accounting procedures	Maria Teresa A. Cruz/Arlin B. Flandez/Leonardo Toraja Jr.	2	150%	3	5	4	4	4.33	
		Number of monthly IGP Financial Reports verified within 7 days from receipt	Maria Teresa A. Cruz/Arlin B. Flandez	210	117%	246	5	4	4	4.33	
		Number of Property, Plant and Equipment disposal assisted in relation with adherence to provisions of	Maria Teresa A. Cruz/Leonardo Toraja Jr.	1	100%	1	4	5	4	4.33	
		Number of of physical inventory count witnessed within the day	Maria Teresa A. Cruz	1	100%	1	4	4	4	4	
		Number of Canvass Papers/Request for Quotation opened, processed and verified within the day	Maria Teresa A. Cruz/Arlin B. Flandez/Leonardo Toraja Jr.	500	520%	2598	4	4	4	4	
	Total Over-all Rating						36	36	32	34.67	
	Average Rating						4.5	4.5	4	4.33	
	Adjectival Rating										

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