

# OFFICE PERFORMANCE COMMITMENT & REVIEW FORM (OPCR)

I, ARGINA M. POMIDA, Director, RGAS/IGP 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 - December 2021

**ARGINA M. POMIDA**

Director, RGAS

APPROVED:

**DILBERTO O. FERRAREN**

VP, PRGAS

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



| Appointment/Status | Position Title    | Number |
|--------------------|-------------------|--------|
| Head               | Officer-In-Charge | 1      |
| Regular Staff      | Admin. Aide III   | 1      |
|                    |                   |        |
|                    |                   |        |
|                    |                   |        |
|                    |                   |        |
|                    |                   |        |
|                    |                   |        |
|                    | TOTAL             | 2      |

| NO. | MFOs/PAPs  | Success Indicators   | Target         | Actual Accomplishment | Persons Responsible     | Rating |    |    |      | Remarks |
|-----|--|--|----------------|-----------------------|-------------------------|--------|----|----|------|---------|
|     |  |  |                |                       |                         | Q1     | E2 | T3 | A4   |         |
|     | PRGEA MFO1:  |  |                |                       |                         |        |    |    |      |         |
|     | Efficient & customer friendly frontline service        | 0% complaint from client served                                    | Zero complaint | Zero complaint        | IGP Director, IGP staff | 5      | 5  | 5  | 5    |         |
|     | Effectively acted administrative & financial documents | Number of letter request and notices/communications sent           | 15             | 15                    | IGP Director, IGP staff | 5      | 5  | 4  | 4.67 |         |
|     | Administrative & management meetings                   | Number of actively attended administrative and management meetings | 2              | 2                     | IGP Director, IGP BOM   | 5      | 5  | 5  | 5    |         |
|     |  | Number of new proposal submitted/evaluated                         | 1              | 1                     | IGP Director, IGP BOM   | 5      | 5  | 5  | 5    |         |



| NO. | MFOs/PAPs  | Success Indicators  | Target     | Actual Accomplishment | Persons Responsible     | Rating |    |    |       | Remarks |
|-----|--|---|------------|-----------------------|-------------------------|--------|----|----|-------|---------|
|     |  |   |            |                       |                         | Q1     | E2 | T3 | A4    |         |
|     | <b>PRGEA MFO 3: Management &amp; monitoring services</b>                     | Number of IGP Monthly Financial Reports received and check  | 150        | 322 (Total)           | IGP Director, IGP staff | 5      | 5  | 5  | 5     |         |
|     |  | Scheduled regular Inventory of IGP projects   | 1          | 1                     | IGP Director, IGP staff | 5      | 5  | 4  | 4.67  |         |
|     |  | Actively facilitated the conduct of RG and STF Annual Review  | 1          | 1                     | IGP Director, IGP staff | 5      | 5  | 5  | 5     |         |
|     | <b>Effective &amp; efficient income generation from implemented projects</b> | Improved gross income generated from STF-IGP projects in support to instruction, research and extension | 500,000.00 | 2.6M                  | BOM, IGP Director       | 5      | 5  | 5  | 5     |         |
|     |  | Improved gross income generated from RF-IGP to support university                                       | 500,000.00 | 4.9M                  | BOM, IGP Director       | 5      | 5  | 5  | 5     |         |
|     | <b>Best Practices &amp; Innovations</b>                                      | Regular repair and maintenance of IGP facilities  | 50%        | 50%                   | IGP Director, IGP Staff | 5      | 5  | 4  | 4.67  |         |
|     |  | Total Over-all Rating   |            |                       |                         |        |    |    | 49.01 |         |
|     |  | Average Rating  |            |                       |                         |        |    |    | 4.90  |         |
|     |  | Adjectival Rating   |            |                       |                         |        |    |    | 0     |         |

Received by:

**DILBERTO O. FERRAREN**

Planning Office

Date: 8 Feb 2022

Calibrated by:

**DANIEL LESLIE S. TAN**

Chairman, PMT

Date: 2/4/22

Recommending Approval:

**DILBERTO O. FERRAREN**

VP, PRGAS

Date: 31 Jan 2022

Approved by:

**EDGARDO E. TULIN**

University President

Date: 2/7/22

1- Quality

2 - Efficiency

3 - Timeliness

4 - Average