


04/9007  
9/4


“EXHIBIT A”

OFFICE PERFORMANCE COMMITMENT & REVIEW FORM (OPCR)

I, Argina M. Pomida, Head of the OAS/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 January 1, 2018 to June 30, 2018.

  
ARGINA M. POMIDA  
 Head of Unit  
 Date: \_\_\_\_\_

Noted:

  
DILBERTO O. FERRAREN  
 VPPRGEA

Personnel	Designation	Number
Head	Director for Auxiliary Services & IGP	1
Regular Staff	Administrative Aide III	1
Total		2

**Rating Equivalents:**

5 – Outstanding  
 4 – Very Satisfactory  
 3 – Satisfactory  
 2 – Fair  
 1 – poor

MFOs/PAPs	Success Indicators	Targets	Actual Accomplishment	Unit/Persons Responsible	Rating				Remarks
					Q <sup>1</sup>	E <sup>2</sup>	T <sup>3</sup>	A <sup>4</sup>	
<b><i>Efficient and customer friendly frontline service</i></b>	0% complaints from client served	0 complaint	0 complaints	Director/IGP Staff	5	5	5	5	
<b><i>Administrative and financial documents processed</i></b>	Timely review and signing of Revolving Fund, Special Trust Fund, Monthly Financial Report for IGP projects managed and supervised and other official documents prepared and processed	Official documents prepared and processed are acted and released on time	All official documents prepared and processed are acted and released on time	Director/IGP Staff	5	5	5	5	
<b><i>Management and monitoring services</i></b>	Percentage of RF/STF managers and concessionaires complying with requirements and policies set by the Board of Management	60%	75%	BOM/Director/IGP Staff	5	5	4	4.67	

	Regular physical evaluation and inventory of IGPs	Regular visit of IGPs to evaluate status of the project	Visited IGPs and recommended solutions/suggestions to improve project's income generation and performance	IGP Director/IGP Staff	5	4	5	4.67	
<b>Effective and efficient Income Generation from Implemented projects</b>	Improved gross income generated from STF-IGP projects in support to instruction, research and extension	3.5M	5.98M	BOM/IGP Director	5	5	5	5	
	Improved Gross income generated from RF-IGP to support university	3M	8.26M	BOM/ IGP Director	5	5	5	5	
<b>Total Over-all Rating</b>	29.34								
<b>Average Rating</b>	4.89								
<b>Adjectival Rating</b>	Outstanding								

Received by:
  
  

Planning Office

Calibrated by:
  
  

REMBERTO A. PATINDOL
  
PMT

Date:

Recommending Approval:
  
  

DILBERTO O. FERRAREN
  
VPPRGEA

Date:

Approved:
  
  

EDGARDO E. TULIN
  
President

Date:

1 – Quality

2 – Efficiency

3 – Timeliness

4 – Average