

# OFFICE PERFORMANCE COMMITMENT & REVIEW FORM (OPCR)

I, **APOLONIO M. ENCIERTO** Head of the **GENERAL SERVICES DIVISION** 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 2018**

**APOLONIO M. ENCIERTO**

Ratee

Noted:

**MARIO LILIO VALENZONA**

Director, GSD

Personnel Composition	Position Title/Designation	Number	
Head	Unit Head	1	
Regular staff	Adm. Aide VI	1	
	Adm.Asst. III	2	
Casual Staff	None	0	Rating Equivalents:
	<b>Sub-TOTAL</b>	<b>4</b>	5 - Outstanding
Job Order	Foreman	1	4 - Very Satisfactory
	Electrician	12	3 - Satisfactory
	<b>Sub Total</b>	<b>13</b>	2 - Fair
	<b>TOTAL</b>	<b>17</b>	1 - Poor

UMFO 6: General Administration and Support Services (GASS)

OVPAF MFO 4: Physical Facilities Development and Maintenance

GSD, MFO 2 Power and Electricity Services Maintenance

MFOs/PAPS	Success Indicators	Persons Reponsible	Target	Actual Accomplishment	% as of June 30	Rating				Remarks
						Q <sup>1</sup>	E <sup>2</sup>	T <sup>3</sup>	A <sup>4</sup>	
<b>MFO1-</b> Electrical system for new and major repair renovation	<b>PI 1.1</b> , Administrative building implemented	A.M. ENCIERTO, A. Braga, r. Abrillo, E. Cobico Jr, J. Figura, J. Sabando, E. Sopa, R. Juntilla, Cañones, R. Arpoceple, A. Rosal	2	3	150.00%	4	4	4	4	
	<b>PI 1.2</b> , Academic and research buildings implemented		2	2	100.00%	4	4	4	4	
	<b>PI 1.3</b> , IGP building implemented		2	3	150.00%	4	4	4	4	
	<b>PI 1.4</b> , Student and staff housing implemented		2	2	100.00%	5	5	4	4.667	
<b>MFO2-</b> Electrical system improvement and maintenance inside the buildings	<b>PI 2.1</b> , Administrative building implemented	A.M. ENCIERTO, A. Braga, R. Abrillo, G. Israel Jr, C. Ababat Jr, R. Arpocepel, R. Juntilla, J.Cañones, P. Arabiana, A. Rosal	6	6	100.00%	5	5	4	4.667	
	<b>PI 2.2</b> , Academic and research buildings implemented		8	10	125.00%	4	4	4	4	
	<b>PI 2.3</b> , IGP building implemented		7	8	114.29%	4	4	4	4	

	PI 2.4 , Student and staff housing implemented		20	22	110.00%	4	4	4	4	
MFO3- Electical distribution systems repair and maintenance outside of buildings	PI 3.1, No. of distribution transformer service and maintained	A.M. ENCIERTO, A. Braga, R. Juntilla, R. Abrillo, R. Arpoceple, R. Lomongo, J. Figura, R. Juntilla, G. Israel Jr, M. Sabando, J. Sabando, E. Sopa, A. Rosal,	17	17	100.00%	5	5	4	4.667	
	PI 3.2 , No. of electric poles replaced / maintain		10	10	100.00%	4	4	4	4	
	PI 3.3 , No. of primary and secondary lines, cross arms and pole line hardware repaired and maintained		12	12	100.00%	4	4	4	4	
	PI 3.4, No. of streetlights repair and maintained		160	175	109.38%	3	3	3	3	
	PI 3.5 , No. of electric KW-HR meter maintained and took readings		200	210	105.00%	4	4	4	4	
MFO 4- Sound system services	PI 4.1 , No. of sound served	A.M. ENCIERTO, C. Ababat Jr. E. Cobico, R. Juntilla, P. Arabiana	20	28	140.00%	4	4	4	4	
MFO 5- Power Generation services and maintenance	PI 5.1 , No. of Gen Set maintained	A.M. ENCIERTO, Juan C. De Asis, C. Ababat Jr.	3	3	100.00%	4	4	4	4	
	PI 5.2, No. of operations	M. Sabando	3	4	133.33%	4	4	4	4	
Total:									65	
Avarage Rating									4.063	
Ajectival Rating									VS	

Received by:


Calibrated by:

Recommending Approval:

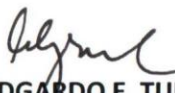
Approved by:

  
REMBERTO A. PATINDOL

PMT

  
REMBERTO A. PATINDOL  
VP, ADMIN & FINANCE

Date

  
EDGARDO E. TULIN  
President

Date

Planning Office

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

1 - Quality

2- Efficiency

3 - Timeliness

4 - Average