

| MFO | Success Indicators | Persons Responsible | 2018 Target | Percentage of Accomplishments | Actual Accomplishment | Rating | | | | Remarks |
|---|---|---------------------------------|------------------|-------------------------------|-----------------------|----------------|----------------|----------------|----------------|---------|
| | | | | | | Q ¹ | E ² | T ³ | A ⁴ | |
| OFFICE OF THE UNIVERSITY/BOARD SECRETARY | | | | | | | | | | |
| Efficient and customer friendly frontline service | Zero percent complaint from client served | DMTudtud, VVBalbarino, ADIsrael | 0% | 0% | 0% | 5 | NA | NA | 5 | |
| Meetings Organized and Facilitated | Number of meetings successfully undertaken | DMTudtud, VVBalbarino, ADIsrael | 4 meetings | 275% | 11 | 5 | 5 | 5 | 5 | |
| | - Board of Regents | | | | | | | | | |
| | - University Administrative Council | | | | | | | | | |
| | - University Academic Council | | | | | | | | | |
| | 100% of BOR materials successfully distributed 7 days before the meeting | DMTudtud | 2 Official Trips | 300% | 6 | 5 | 5 | 5 | 5 | |
| BOR Finance Committee | DMTudtud | 2 meetings | 150% | 3 | 5 | 5 | 5 | 5 | | |
| Documents Prepared attendant to Meetings: * Proposals for action | Number of completed documents prepared within 7 working days before scheduled meeting | DMTudtud, VVBalbarino, ADIsrael | 100 items | 192% | 192 | 5 | 5 | 5 | 5 | |
| | - Board of Regents | | | | | | | | | |
| | - University Administrative Council | | | | | | | | | |
| | - University Academic Council | | | | | | | | | |
| | - BOR Finance Committee Meeting | | | | | | | | | |

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| Information Dissemination | Number of BOR resolutions and materials disseminated to appropriate offices within 5 working days from date of BOR Chairman signed the Resolution | DMTudtud, VVBalbarino, ADIsrael | 1,000 pages | 156% | 1,560 | 5 | 5 | 5 | 5 | |
| | Number of BOR resolutions/ documents released within 2 days from receipt of request | | 500 pages | 185% | 926 | 5 | 5 | 5 | 5 | |
| Performance of Other Functions Assigned by the President, OVPI, OVPPRGEA | Number of other assigned tasks completed before the deadline | | | | | | | | | |
| | * Attendance to Special/Standing University Committee Meetings | DMTudtud | 5 meetings attended | 140% | 7 | 5 | 5 | 5 | 5 | |
| | * In support of the OVPPRGEA (Lay-out VSU Annual Reports) | ADIsrael | 80 pages | 0% | - | - | - | - | - | |
| | * In support of the Office of the President | DMTudtud | 5 requests | 160% | 8 | 5 | 5 | 5 | 5 | |
| Total Over-all Rating | | | | | | 70 | 65 | 65 | 70 | |
| Average Rating | | | | | | 5 | 5 | 5 | 5 | |
| Adjectival Rating | | | | | | Outstanding | | | | |

Calibrated by:


REMBERTO A. PATINDOL
 PMi

Date: _____

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

Approved by:


EDGARDO E. TULIN
 President

Date: _____