

OFFICE PERFORMANCE COMMITMENT & REVIEW FORM (OPCR)

I, **Mario Lilio P. Valenzona**, **Building and Housing Maintenance Unit**, commits to deliver and agree to be rated on the attainment of the following targets the indicated in accordance with measures for the period **JANUARY- JUNE 2021**

Approved:

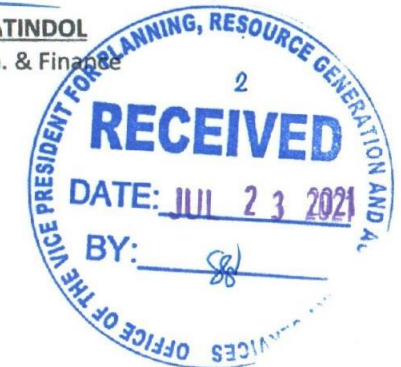
MARIO LILIO VALENZONA

Ratee

REMBERTO A. PATINDOL

Vice Pres. For Admin. & Finance

Personnel Composition	Position Title/Designation	Number
Head	Admin. Supervising Officer, Director	1
Regular staff	Adm. Aide V (Carpenter)	2
Regular staff	Adm. Aide V (Painter)	1
Regular staff	Adm. Aide V (Plumbing)	1
Regular staff	Welder I	1
Regular staff	Draftsman III	1
Regular staff	Construction Foreman	1
Casual	Foreman	2
	Sub-TOTAL	10
Job Order	Adm. Aide I	6
	Sub Total	6
	TOTAL	16



MFO/PAPs	Success Indicator	UNIT/Persons Responsible	Target	Details of Actual Accomplishments	Percentage as of June 30	Rating				Remarks
						Q ¹	E ²	T ³	A ⁴	
UMFO5: Support to Operations (STO)										
VPAF STO1: ISO 9001:2015 aligned documents										
	PI 1. Number of quality procedures prepared/revised	MLP, Valenzona & all BHM staff	4	4	100%	5	5	5	5.00	
VPAF STO4: Innovations & Best Practices										
	PI 2. Number of innovative and revised policies/guidelines prepared and finally approved	MLP, Valenzona & all BHM Staff	4	4	100%	5	5	5	5.00	
UMFO6: General Administrative and Support Services										
VPAF GASS 1: Administrative and Support Services Management										
	PI 3. Number of personnel supervised	MLP, Valenzona & all BHM Staff	15	15	100%	5	5	5	5.00	

						Rating				
	PI 4. Number of administrative services, equipment service requests and financial/administrative documents acted within time frame	MLP. Valenzona & all BHM Staff	1000	1000	100%	5	5	5	5.00	
	PI 5. Number of offices and units directly supervised, monitored and coordinated	MLP. Valenzona & all BHM Staff	1	1	100%	5	5	5	5.00	
	PI 6. Efficient & customer-friendly frontline service	MLP. Valenzona & all BHM staff	100%	100%	100%	5	5	5	5.00	
VPAF GASS 4: Maintenance of Facilities and Equipment										
35	PI 7. Number of building and facilities inspected for preventive maintenance.	MLP. Valenzona, AM. Encierto, MG. Burlas & ME, Baliad	100% of scheduled Preventive Maintenance Works	100% of scheduled Preventive Maintenance Works	100% of scheduled Preventive Maintenance Works	5	4	4	4.33	
10	PI 8. Number of building and facilities conducted repair and maintenance for corrective maintenance.	MLP. Valenzona, AM. Encierto, MG. Burlas & ME, Baliad	100% of scheduled Corrective Maintenance Works	100% of scheduled Corrective Maintenance Works	100% of scheduled Corrective Maintenance Works	5	4	4	4.33	
VPAF GASS 7: Project Management & Implementation Services										
13	PI 9. Effective monitoring and implementation of Infra Projects	MLP. Valenzona	100% of Well Monitored and Implemented Projects	100% of Well Monitored and Implemented Projects	100% of Well Monitored and Implemented Projects	5	5	5	5.00	
13	PI 10. Plans and Sketches, Cost estimates & Inspection	MLP. Valenzona & AR. Salentes	100% Complied	100% Complied	100% Complied	5	5	5	5.00	
Total Over-all Rating									48.67	
Average Rating									4.87	
Adjectival Rating									0	

Received by:

Calibrated by:

Recommending Approval:

Approved:


DANIEL LESLIE S. TAN

Planning Director, Office

Date: JUL 23 2021


REMBERTO A. PATINDOL

PMT Chairman

Date: 7/21/21


REMBERTO A. PATINDOL

Vice President For Amin. & Finance

Date: 7/21/21


EDGARDO E. TULIN

President

Date: _____