

**OFFICE PERFORMANCE COMMITMENT AND REVIEW (OPCR)**

ATTORNEY V (LD)

I, Rey Daniel N. Gonzaga, Head of the LEGAL DIVISION, commit 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, 2016.

Rey Daniel N. Gonzaga

Attorney V

8-Jul-16

Date

Reviewed by:		Approved by:							
LORNA A. YUMUL Deputy Administrator		Date	MANUEL G. CO Administrator			Date			
MFO/PAP	SUCCESS INDICATORS (TARGETS + MEASURES)	Allotted Budget	Division/ Individuals Accountable	Actual Accomplishments	Rating				Remarks
					Q <sup>1</sup>	E <sup>2</sup>	T <sup>3</sup>	A <sup>4</sup>	
<b>A. CORE FUNCTIONS</b>									
Output 1: Preliminary Investigation Report	Q - 3 errors in the indicators E - 100% of Cases Received T - 35 days from assignment		Atty. II (DPA) and SPPO	1	5	5	5	5	3.50
Output 2: Investigation Report	Q - 3 errors in the indicators E - 100% of Cases Received T - 35 days from assignment		Atty. V & LAI	3	5	5	4	4.66	3.26
Output 3: Pleadings, Orders, Notices and Resolutions	Q - 3 errors in the indicators E - 100% of Cases Received T - 35 days from assignment		Atty. V, IV, III, II (DPA) & LAI	45	5	5	5	5	3.50
Output 4: Legal Opinion and Rulings	Q - Acceptable to Superior / assigning Officer E - 100% of matters/cases received T - 7 days from receipt		Atty. V, IV & II (DPA)	7	NR	5	4.83	4.91	3.43
Output 5: Legal Advice/Legal Instruments	Q - Acceptable to Superior / assigning Officer E - 100% of matters/cases received T - 5 days from receipt		Atty. V, IV, III II, SPPO LAI & I	196	NR	5	4.28	4.64	3.24  3.386
<b>B. SUPPORT FUNCTIONS</b>									
Output 1: Individual Performance Commitment and Review (IPCR)	Q - No Rating E - Submitted T - Start of January/July				NR	5	5	5	1.50
a. Target					NR	5	5	5	1.50
b. Accomplishment	Q - No Rating E - Submitted T - July 15/January 15				NR	5	5	5	1.50
Output 2: Administrative Reports	Q - No Feedback E - All Required Reports T - on due date (if required)				n/a	n/a	n/a	n/a	n/a
Output 2: Other Outputs and outputs from Special Assignments/ Designations (if already assigned when the Commitment Contract was signed or compliant with the requirements prescribed in the guideline)	Q - Acceptable to Supervisor/assigning officer E - In variance/not all reports submitted T - Report submitted on due date				5	5	5	5	1.50
<b>Summary of Ratings:</b>		<b>MFO</b>	<b>Weighted Percentage</b>	<b>Rating</b>				<b>Final Rating</b>	
Core Functions			70%					3.386	
Support Functions			30%					1.50	
Final Average Rating								4.886	
Adjectival Rating								VS	
Reviewed by:	Assessed by:	Approved by:							
LORNA A. YUMUL Deputy Administrator	CO PMT Member/Chairperson	Date	MANUEL G. CO Administrator	Date					

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<b>Summary of Ratings:</b>		<b>MFO</b>	<b>Weighted Percentage</b>	<b>Rating</b>				<b>Final Rating</b>	
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LORNA A. YUMUL Deputy Administrator	CO PMT Member/Chairperson	Date	MANUEL G. CO Administrator	Date					