

a. INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW (IPCR)

I, **Lilian A. De Las Llagas** of the **Office of the Secretary of the University and the Board of Regents**, commit to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period **Jul 01, 2016** to **Dec 31, 2016**.

QET Rating Scale

Poor	(50% and below)	1
Unsatisfactory	(51%-99%)	2
Satisfactory	(100%-114%)	3
Very Satisfactory	(115%-129%)	4
Outstanding	(130% and above)	5

Lilian A. De Las Llagas
Ratee
Date: _____

b. Reviewed by:	Date	c. Approved By:	Date
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Alfredo E. Pascual

Immediate Supervisor

Head of Office

Function Name (b)	Success Indicator Targets (T) + Measures (M) (c)	Actual Accomplishments (f)	% Distribution (g)	Rating				Ave Score (avg x k)	Remarks (m)
				Q ¹ (h)	E ² (i)	T ³ (j)	A ⁴ (k = ave of h,i,j)		

Strategic Functions:

Integration of public service and communication program	Support from partners T: At least 8 M: No. of MOAs/MOUs signed with government agencies/ private sector partners for collaborative public service projects, with legal clearance								
Integration of ICT systems & infrastructure	Decision-making support T: At least 5 M: No. of summary reports/ reference documents available online								

Core Functions: N/A

Support Functions:

Linkage with Government regulatory agencies	Compliance with other requirements & regulations T: 100% M: Self assessment QMS certification/s or Agency's Operations Manual covering selected core processes or areas of operations								
Internal stakeholder relations	Direct assistance to constituents and other stakeholders T: 83% M: Percentage of students and personnel who availed of non-academic related services								

o. Final Average Rating:	Adjectival Rating:
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p. Comments and Recommendations for Development Purposes (please use UP SPMS Form No. 5 for Staff Development Plans)

**University of the Philippines
SYSTEM**

q. Discussed with	Date	r. Assessed by:	Date	s. Final Rating by:	Date
Lilian A. De Las Llagas		<small>I certify that I discussed my assessment of the performance with the employee</small> Alfredo E. Pascual			
Name and Signature of Employee		Supervisor		Head of Office	

Overall Rating Scale

NUM	4.51-5.00	3.51-4.50	2.51-3.50	1.51-2.50	.51-1.50
ADJ	O	VS	S	U	P