

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

I, **Lilian A. De Las Llagas** head 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 **Jan 01, 2016 to June 30, 2016**.

Approved By: \_\_\_\_\_

Lilian A. De Las Llagas Date: \_\_\_\_\_  
Name and Signature of Unit Head

\_\_\_\_\_ Date: \_\_\_\_\_  
Name and Signature of Head of Agency

**QET Rating Scale**

Outstanding	(130% and above)	5
Very Satisfactory	(115%-129%)	4
Satisfactory	(90%-114%)	3
Unsatisfactory	(51%-89%)	2
Poor	(50% and below)	1

Function Name (b)	Success Indicator Targets (T) + Measures (M) (c)	Allotted Budget (d)	Division/ Individual Accountable (e)	Actual Accomplishments (f)	% Distribution (g)	Rating				Ave Score (h+g x k)	Remarks (m)
						Q <sup>1</sup> (h)	E <sup>2</sup> (i)	T <sup>3</sup> (j)	A <sup>4</sup> (k = ave of h,i,j)		
<b>Strategic Functions:</b>											
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										
<b>Core Functions: N/A</b>											
<b>Support Functions:</b>											
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										
Final Average Rating:					Adjectival Rating:						
<b>Assessed by PMT Secretariat</b>				<b>Reviewed by PMT Chair</b>				<b>Final Rating by:</b>			
Start of Rating Period		End of Rating Period		Start of Rating Period		End of Rating Period					

**University of the Philippines  
SYSTEM**

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Name and Signature	Name and Signature	Name and Signature	Name and Signature	Name and Signature
Date: _____	Date: _____	Date: _____	Date: _____	Date: _____

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