



# INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW FORM (IPCRF)

Name of Employee: \_\_\_\_\_  
 Position: \_\_\_\_\_  
 Bureau/Center/Service/Division: **IMUS NATIONAL HIGH SCHOOL-MAIN / IMUS CITY**  
 Rating Period: **APRIL 2016 - MARCH 2017**

Name of Rater: \_\_\_\_\_  
 Position: \_\_\_\_\_  
 Date of Review: \_\_\_\_\_

TO BE FILLED DURING PLANNING							TO BE FILLED DURING EVALUATION							
MFOs	KRA s	Objectives	MOVs	Timeline/ Target Completi on	Weight per KRA/ Objecti ve	Performance Indicator	Accomplishm ents Monthly/ Quarterly	RPMS Rating System				Rating of the PMT	Score	Remarks by the PMT
								Q	E	T	Ave .			
BASIC EDUCATION SERVICES	Teaching Learning Process (40%)	Prepare at least 90 % of DLL in a year	<ul style="list-style-type: none"><li>DLL</li></ul>	All Year Round	15%	<ul style="list-style-type: none"><li>5 (Outstanding: Role Model) Performance represents an extraordinary level of achievement and commitment in terms of quality and time, technical skills and knowledge, ingenuity, creativity and initiative. Employees at this performance level should have demonstrated exceptional job mastery in all major areas of responsibility. Employee achievement and contributions to the organization are of marked excellence. (100 %)</li></ul>								
		Develop/present/ adapt support instructional materials (SIMs) using technology. (PPT, Video clips, etc.) in at least 5 times per quarter	<ul style="list-style-type: none"><li>SIM</li><li>Picture evidences</li></ul>	All Year Round	15%	<ul style="list-style-type: none"><li>4 (Very Satisfactory: Consistently Demonstrates) Performance exceeded expectations. All goals, objectives and targets were achieved above the established standards (85 – 99 %)</li><li>3 (Satisfactory: Most of the Time Demonstrates) Performance met expectations In terms of quality of work, efficiency and timeliness. The most critical annual goals were met. ( 70 – 84 %)</li></ul>								
		Employ prepared daily lesson logs using innovative teaching strategies in at least 5 times per quarter	<ul style="list-style-type: none"><li>Copy of DLL</li><li>Document pictures</li></ul>	All Year Round	10%	<ul style="list-style-type: none"><li>2 (Unsatisfactory: Sometimes demonstrates) Performance failed to meet expectations, and/or one or more of the most critical goals were not met. (55-69 %)</li><li>1 (Poor: Rarely Demonstrates) Performance was consistently below expectations, and/or reasonable progress toward critical goals was not made. Significant improvement is needed in one or more important areas (54 % and below)</li></ul>								
	Students' Outcomes (20%)	Submit at least 80 % of school reports on time	<ul style="list-style-type: none"><li>ECRA/other reports</li><li>Analysis of Grades/ quarter</li></ul>	All Year Round	8%	<ul style="list-style-type: none"><li>5 (Outstanding: Role Model) Performance represents an extraordinary level of achievement and commitment in terms of quality and time, technical skills and knowledge, ingenuity, creativity and initiative. Employees at this performance level should have demonstrated exceptional job mastery in all major areas of</li></ul>								

[illegible]



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	Professional Growth and Development ( 10% )	Participate in at least 2 in-service training by school / department / SDO in a year	<ul style="list-style-type: none"><li>• Documentation</li><li>• Certificate of Participation</li></ul>	All Year	5%	<ul style="list-style-type: none"><li>• 5 (Outstanding: Role Model) Performance represents an extraordinary level of achievement and commitment in terms of quality and time, technical skills and knowledge, ingenuity, creativity and initiative. Employees at this performance level should have demonstrated exceptional job mastery in all major areas of responsibility. Employee achievement and contributions to the organization are of marked excellence. (100 %)</li><li>• 4 (Very Satisfactory: Consistently Demonstrates) Performance exceeded expectations. All goals, objectives and targets were achieved above the established standards (85 – 99 %)</li><li>• 3 (Satisfactory: Most of the Time Demonstrates) Performance met expectations In terms of quality of work, efficiency and timeliness. The most critical annual goals were met. ( 70 – 84 %)</li><li>• 2 (Unsatisfactory: Sometimes demonstrates) Performance failed to meet expectations, and/or one or more of the most critical goals were not met. (55-69 %)</li><li>• 1 (Poor: Rarely Demonstrates) Performance was consistently below expectations, and/or reasonable progress toward critical goals was not made. Significant improvement is needed in one or more important areas (54 % and below)</li></ul>									
		Attend in at least 8 LAC sessions in a year	<ul style="list-style-type: none"><li>• Documentation</li><li>• Attendance sheet</li></ul>	All Year Round	2%										
		Participate in at least 80 % of school event/activities: School programs Culminating Activities GAD Seminar Gen. Meeting Quarterly Teachers Day Program SDO Activities	<ul style="list-style-type: none"><li>• Documentation</li><li>• Attendance sheet</li></ul>	All Year Round	3%										
	PLUS FACTOR	Attend job-related seminars once/twice a year and/or speakership/other assignments	<ul style="list-style-type: none"><li>• Certificate of Attendance and Participation</li></ul>	All Year Round											
		Earn at least 9 MA units in a year	<ul style="list-style-type: none"><li>• Cert of Grades/TOR</li></ul>	All Year Round											
					100%	Overall Rating for Accomplishments									
						Adjectival Rating									

Initials of the Members of the School PMT:

_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Ratee:

Rater:

Approved by:

Teacher

Department Head/OIC

ARTURO P. ROSAROSO JR.  
Principal IV



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