

**University of the Philippines System
PERFORMANCE MANAGEMENT SYSTEM
OFFICE PERFORMANCE EVALUATION SYSTEM (UPS PMS-OPES)**

Rating Period: January-June CY 2010

Name :			Unit/Office/Dept.:				Position:	
Code (A)	Part I. Duties and Responsibilities (B)	% (C)	Point/s (OPES Ref. Table) (D)	Performance Indicator (E)	Output (Qty)		Points (Hrs)	
					Planned	Actual	Planned	Actual
					(F)	(G)	(H)	(I)
Quantifiable Functions: _____%								
TOTAL POINTS (J)		100%						
% ACCOMPLISHMENT (K) = (Total Actual Points (ΣI) ÷ Total Planned Points(ΣH) x 100								
Non-Quantifiable Functions: _____%								
								%
PERFORMANCE CONTRACT								
I shall strive to deliver quality service in the performance of my task by achieving the HIGHEST possible work standard as established by the unit PERC and agreed upon with my supervisor.								
Employee's Name/Signature _____			Supervisor's Name/Signature _____			Head of Unit/Office/Signature _____		
Date			Date			Date		
PERFORMANCE RATING (TO BE SIGNED AT THE END OF THE RATING PERIOD)								
Discussed with:								
Employee's Name/Signature _____			Supervisor's Name/Signature _____			Head of Unit/Office/Signature _____		
Date			Date			Date		