



iPEP-ARS
Individual Performance Evaluation Profile
and Accomplishment Reporting System
USER'S MANUAL



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Introduction

Individual Performance Evaluation Profile and Accomplishment Reporting System (iPEP-ARS) web-based work management system that aims to streamline the PEP document management process and systematically track workforce productivity to ensure it meets the management objectives.

The objective of the work management system is to digitize and automate processes in PEP preparation, target and timeline setting of deliverables, submission, monitoring and evaluation of outputs and/or performance.

A good Work Management System (WMS) also serves as a decision support tool to help principals gain insights into the workforce and eventually improve productivity as a component/unit or project as a whole. A WMS in place helps the principals plan work, manage employee time, control labor costs, and improve efficiency

This users' manual is intended to assist users in utilizing the iPEP-ARS' system features and functionality. The manual was written from the perspective of the system developers and analysts of the Geomapping and Governance Unit (GGU) thus it does not cover guidelines and policy discussions from the end-user Administrative Unit.

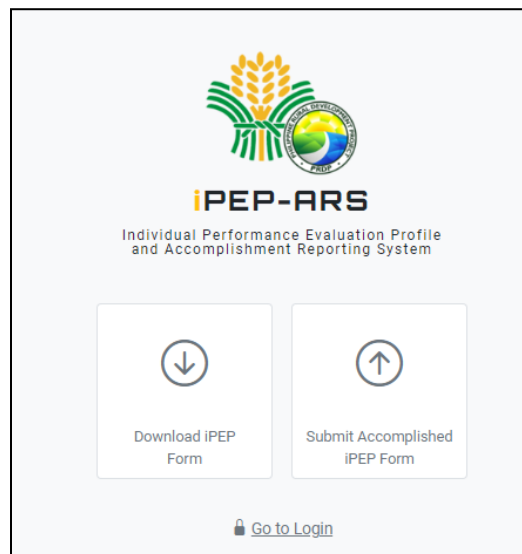
Access and User Profile

The DA-PRDP iPEP-ARS can be accessed by DA-PRDP personnel at the web address www.prdp-ipep.da.gov.ph using a registered user account.

How to register an account and a user profile?

1. User Registration

To register, download the iPEP form and fill-up the information needed in the employee details and the individual Performance Evaluation Profile worksheet tab.



2. Fill-up the iPEP Form

Before filling up the form, users are advised to consider the notes below and ensure that all information is filled-out.

Notes :

1. All data fields are required to be filled-out, **except** for the extension name.
2. Make sure that the provided email is correct and active to be able to receive system notifications.



In the employee detail, review personal information and employment details for completeness and veracity.

I. PERSONAL INFORMATION			
SURNAME	BALDOZ	EXTENSION NAME	
FIRSTNAME	LEO MARK		
MIDDLENAME	FLORENDO		
BIRTHDAY (mm/dd/yyyy)		SEX	Male
COMPLETE HOME ADDRESS	AL-ALINAO SUR, NAGUILIAN, LA UNION		
EMAIL	leomarkbaldoz11@gmail.com	CONTACT NO.	09952205910

II. EMPLOYMENT DETAILS			
OFFICIAL STATION	NPCO	COMPONENT/UNIT	GGU
DESIGNATION (as stated in the contract / SO)	GIS Specialist / Programmer		
PEP START (mm/dd/yyyy)	01/01/2022	PEP END (mm/dd/yyyy)	12/31/2022
EMPLOYMENT STATUS	Hired		

In the iPEP worksheet, take note of the enumerated instructions below to satisfy the system requirement before uploading it to the platform.

Instructions:

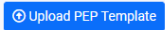

1. In the iPEP worksheet there are pre-identified forms available for GGU & I-REAP, for other components / units you may choose the Generic Form to fill-out.
2. Enumerate **CATEGORY** using **ROMAN NUMERAL VALUES** (e.g. I, II, III,IV, V, ...)
3. Enumerate **KEY OUTPUT EXPECTATIONS** (subcategory) using **NUMERICAL VALUES** (e.g. 1, 2, 3, 4, 5, ...)
4. Merging of cells from columns **E** to **N** is **not allowed**.
5. Specify **TARGET TYPE** if it is in **Quantity (number)**, **Disbursement (actual amount)** or **Obligation (actual amount)**
6. All activities must have a target for **at least one (1) quarter**.
7. The Approved Relative Weight % **must be totalled to 100%** for quarters having a target.

Fill-out the required information for the targeted iPEP as discussed with the immediate supervisor considering the triple “A” elements, a standard set by the Project.

Triple “A” elements stand for Aligned, Agreed and Attainable.

KEY OUTPUT EXPECTATIONS (Based on the Actual Duties & Responsibilities in the Current Designation)	ACTIVITIES UNDERTAKEN	INDICATOR	TARGET								TARGET TYPE (Quantity, Disbursement, Obligation)	
			1st Quarter		2nd Quarter		3rd Quarter		4th Quarter			
			WEIGHT	TARGET	WEIGHT	TARGET	WEIGHT	TARGET	WEIGHT	TARGET		
I. DISBURSEMENT 1. Accessible, available and usable geospatial informations such as geotag photos in support for progress billing/disbursement and geovideo & drone footages for project virtual site visits.	Collect, process and analyze geospatial informations in support to subproject progress/tranching billing request/target disbursement and data needed for virtual site visits.	Amount of JIT-ed I-BUILD SPs vis-a-vis No. of AGT Certificates Amount for tranching request of vis-a-vis No. of AGT Certificates issued for I-REAP (secondary indicator)	50%									Quantity
			10%	5								Quantity
			10%	5								Quantity
II. UPDATING OF GEOSPATIAL INFORMATION & DATABASE 2. Conducts databasing of geospatial information collected, and ensure completeness & up to date data are populated and available at the geomapping platforms established by the Project	Database the geospatial products of the PRDP particularly EVSA, RIA, Geotagged Photos, GeoVideo, Drone Footages, O&M Requirement, RAEB, and other logistics such as road network & agri investments	Number of SPs databased for completeness of geospatial information by project cycle	15%									Quantity
			10%	25								Quantity
			5%	25								Quantity
III. SUSTAINABILITY OF SPs 3. Participates in the conduct of Joint Technical Inspection (JIT) of sub-projects (either virtual or face-to-face) with end users, colleagues in PRDP, co-implementers and other stakeholders including Pre/World Bank Implementation Support Mission	Active and productive participation of the Pre/WB-ISM and join inspection and turn-over of SPs	Number of Pre/WB-ISM, join inspection and turn-over activities productively involved with.	10%									Quantity
			10%	3								Quantity
			10%									
IV. CLEARANCES FOR NOL 1, NOL 2, VOS 4. Review geospatial information and relevant documents of pipelined/prioritized subprojects, for the issuance of objection letter (OL) or no objection letter (NOL)	Review and provide findings/recommendation of	Number of I-BUILD subproject reviewed for NOL	5%	4								Quantity
			5%	4								Quantity
			10%	2								Quantity
V. TECHNICAL ASSISTANCE / SUPPORT 5. Provide technical assistance/ acted as resource speaker in the PRDP 6. Performs other tasks as maybe assigned by the PRDP	Provide capability building, technical Performed additional functions as	Number of I-SUPPORT related Number of additional continuing	5%	1								Quantity
			5%	1								Quantity
			5%	1								Quantity

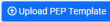
3. Submit Accomplished iPEP Form

Go back to the web address of the iPEP-ARS then click the “submit accomplished iPEP Form” then click button  and .

The registration will be verified and approved by the user administrator and the iPEP by immediate supervisor.

Note : Once registration is verified and approved, the credentials and system generated password will be sent to the registered email address.

Employee Registration



Personal Information

Firstname: LEO MARK, Middlename: FLORENDO, Lastname: BALDOZ, Extension Name: , Birthday: mm/dd/yyyy, Sex: Male, Address: AL-ALINAO SUR, NAGUILIAN, LA UNION, Email: leomarkbaldoz112@gmail.com, Contact No.: 09952205910

Employment Information


Official Station: NPCO, Component/Unit: , Designation: GIS SPECIALIST / PROGRAMMER, Contract Start: 10/01/2021, Contract End: 12/31/2021, Employment Status: Hired Organic

KEY OUTPUT EXPECTATIONS (Based on the Actual Duties & Responsibilities in the Current Designation)	ACTIVITIES UNDERTAKEN	Indicator	Type (Quantity, Disbursement, Obligation)	TARGET									
				1st Quarter		2nd Quarter		3rd Quarter		4th Quarter			
				WEIGHT	TARGET	WEIGHT	TARGET	WEIGHT	TARGET	WEIGHT	TARGET		
ICT Solutions Install ICT applications to intensify the use of online platforms and provide e-governance solutions to minimize face-to-face transactions, ensure continuity of operations/activity despite the threat of COVID-19 and adaptability of the Project to the new normal setting	Assist in the update on the online platform for virtual mission and other online platforms needs by the components/units of the Project	Number of online platforms maintained and updated	QUANTITY	90%		10%	3	90%		10%	3		
	Create, maintain, and update source code of the data collection tools of the Geomapping and Governance Unit such as geocamera app, geosmart, and geotagging tools for virtual field visits.	Number of GGU Tools maintained and updated	OBLIGATION	5%	200,000	5%	200,000	5%	200,000	5%	200,000		
	Test		QUANTITY	5%	2	5%	2	5%	2	5%	2		
	Assist in the enhancement/creation of geomapping systems for transparency & virtual site visits	Number of geomapping systems maintained and updated	QUANTITY	10%	1	10%	1	10%	1	10%	1		


System Log in

How to login your registered account?

Go to www.prdp-ipep.da.gov.ph and click



In compliance to the Data Privacy Act 2012, a notification on data consent and confidentiality will pop-up before login the page.


 **DATA PRIVACY CONSENT** ×

By providing information in this system you agree with the Data Privacy policy of the Department of Agriculture - Philippine Rural Development Project (DA-PRDP).

Both personal and non-personal information may be collected from you for using this system. Rest assured that these data shall be kept safe and secured, and will not be shared to anyone except to designated personnel who will process the needed information.


AGREE

Click agree to proceed to the login page, then enter your credential account sent to your email address.




iPEP-ARS
Individual Performance Evaluation Profile
and Accomplishment Reporting System

Email

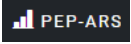

Password 

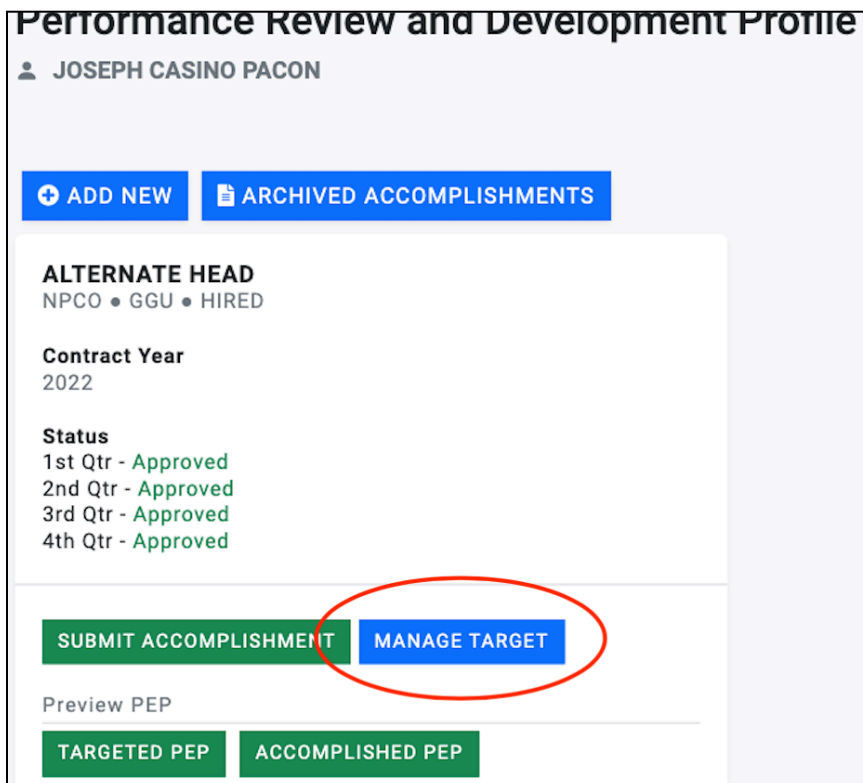
SIGN IN

 [Go to Registration](#)

Individual Performance Evaluation Profile Module



How to break down iPEP targets from semistral to by quarter targets using the improved format?

1. Once you are logged in, click the  PEP-ARS tab then navigate to your iPEP page.
2. To break down targets, click the  button to edit, update or input your PEP to a by quarter targets.



Performance Review and Development Profile



JOSEPH CASINO PACON



ALTERNATE HEAD
NPCO • GGU • HIRED

Contract Year
2022

Status
1st Qtr - Approved
2nd Qtr - Approved
3rd Qtr - Approved
4th Qtr - Approved

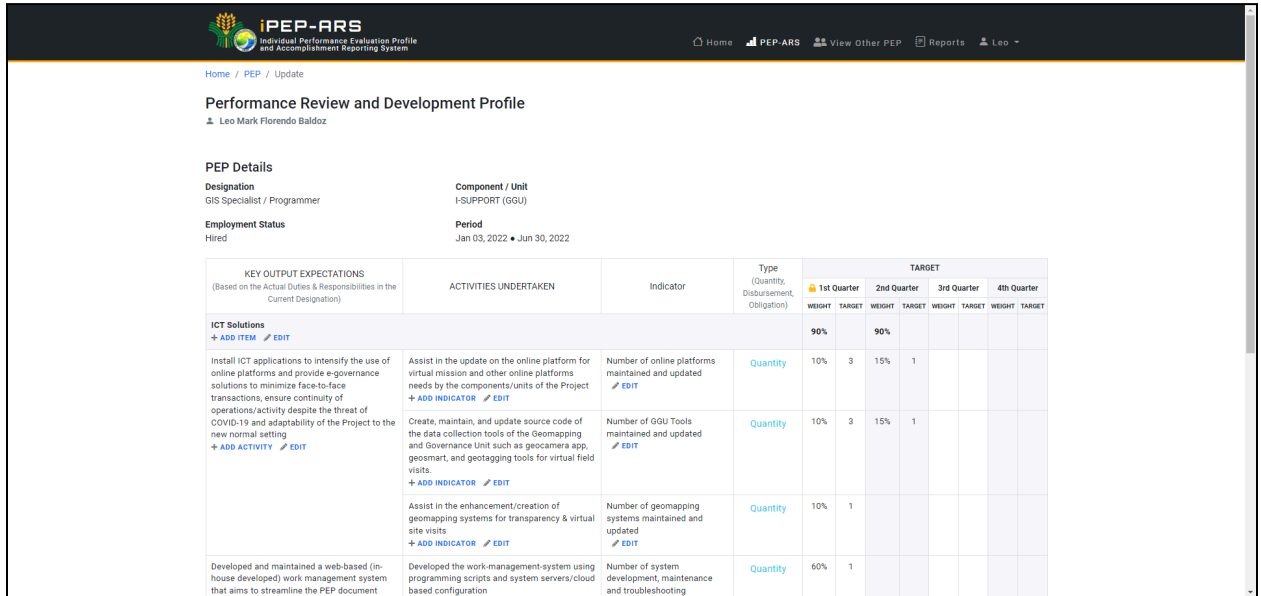
Preview PEP

3. **Manage PEP target by quarter**

The recently improved format of the iPEP module requires users to distribute targets by quarter. For the approved targets of the first semester from the previous PEP format, in default the system has distributed all targets to the first quarter, the user and immediate supervisor must discuss its distribution for the first and second quarter.

The system is also ready to accept entries for third and fourth quarter targets just click the blank column on target and weight for particular activity to input.



Performance Review and Development Profile
Leo Mark Florendo Baldoz

PEP Details
 Designation: GIS Specialist / Programmer
 Component / Unit: I-SUPPORT (GGU)
 Employment Status: Hired
 Period: Jan 03, 2022 - Jun 30, 2022

KEY OUTPUT EXPECTATIONS (Based on the Actual Duties & Responsibilities in the Current Designation)	ACTIVITIES UNDERTAKEN	Indicator	Type (Quantity, Disbursement, Obligation)	TARGET							
				1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
				WEIGHT	TARGET	WEIGHT	TARGET	WEIGHT	TARGET	WEIGHT	TARGET
ICT Solutions + ADD ITEM / EDIT				90%	90%						
Install ICT applications to intensify the use of online platforms and provide e-governance solutions to minimize face-to-face transactions, ensure continuity of operations/activity despite the threat of COVID-19 and adaptability of the Project to the new normal setting. + ADD ACTIVITY / EDIT	Assist in the update on the online platform for virtual mission and other online platforms needs by the components/units of the Project + ADD INDICATOR / EDIT	Number of online platforms maintained and updated / EDIT	Quantity	10%	3	15%	1				
	Create, maintain, and update source code of the data collection tools of the Geomapping and Governance Unit such as geocamera app, geosmart, and geotagging tools for virtual field visits. + ADD INDICATOR / EDIT	Number of GGU Tools maintained and updated / EDIT	Quantity	10%	3	15%	1				
	Assist in the enhancement/creation of geomapping systems for transparency & virtual site visits + ADD INDICATOR / EDIT	Number of geomapping systems maintained and updated / EDIT	Quantity	10%	1						
Developed and maintained a web-based (in-house developed) work management system that aims to streamline the PEP document	Developed the work-management-system using programming scripts and system servers/cloud based configuration	Number of system development, maintenance and troubleshooting	Quantity	60%	1						

Note:

1. All activities must have a target for **at least one (1) quarter**.
2. The Approved Relative Weight % **must be totalled to 100%** per quarter target.

Functions :

ADD ITEM - use to add a **new category** under key output expectation and or to add a **new key output expectation** under the selected category.

ADD ACTIVITY - use to add a new activity or deliverable to a particular key output expectation.

ADD INDICATOR - use to add a new indicator to a particular activity.

EDIT - use to edit or update the description/content of the specific cell.

4. To submit click button  or  to save as draft.

Note: Targets for first semester that were previously approved by principals using the previous format and were scaled-down to first and second quarter will be automatically marked as approved.

Accomplishment Reporting System (ARS) Module

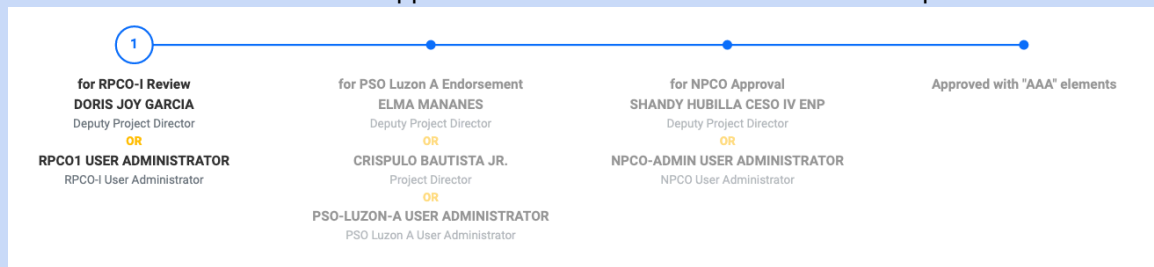
The ARS module was design to interlinked with the approved iPEP of individual personnel to effectively track progress and measure delivered output. The rating generated from the ARS that covers performance (quantity, quality & timeliness) and behavioral dimension will automatically add up to the Accomplished PEP of the individual employee, a requisite for renewal of contract.

Note: The ARS module can only work on approved (targeted) iPEP, below screenshot indicates that all four quarters PEP are approved with “AAA” elements.

Status
1st Qtr - **Approved**
2nd Qtr - **Approved**
3rd Qtr - **Approved**
4th Qtr - **Approved**

If your iPEP is currently at approval stage, kindly contact your immediate supervisor to review & approve your iPEP or endorse it to PSO or NPCO for approval.

Currently, the system has a multi-layer of approval per component/ unit from RPCO to PSO then NPCO before it could reach the approved with “AAA” elements as seen in the photo below:



How to submit/ entry accomplishments per targeted activity and deliverables based on approved PEP?

- Once you are logged in, click the **PEP-ARS** tab then navigate to your iPEP page.
- To submit accomplishments, click the **SUBMIT ACCOMPLISHMENT** to utilize the ARS module.

+ ADD NEW
ARCHIVED ACCOMPLISHMENTS

ALTERNATE HEAD
NPCO • GGU • HIRED

Contract Year
2022

Status
1st Qtr - Approved
2nd Qtr - Approved
3rd Qtr - Approved
4th Qtr - Approved

SUBMIT ACCOMPLISHMENT
MANAGE TARGET

Preview PEP

TARGETED PEP
ACCOMPLISHED PEP

5. Then select the quarter that you want to submit/ entry accomplishments by clicking the specific quarter tab as shown in the picture below:

1ST QTR
2ND QTR
3RD QTR
4TH QTR
OVERALL

6. Look for the specific activity / indicator and click + ADD NEW button under the accomplishment column.

1ST QTR
2ND QTR
3RD QTR
4TH QTR
OVERALL

✓ NPCO Approved
XERKEES REMOROZO
Sep 06, 2022 09:19:51 AM

Approved with "AAA" elements

KEY OUTPUT EXPECTATIONS <small>(Based on the Actual Duties & Responsibilities in the Current Designation)</small>	ACTIVITIES UNDERTAKEN	Indicator	Target Type <small>(Quantity, Disbursement, Obligation)</small>	Accomplishment	Approved Relative Weight
ICT Solutions					
Install ICT applications to intensify the use of online platforms and provide e-governance solutions to minimize face-to-face transactions, ensure continuity of operations/activity despite the threat of COVID-19 and adaptability of the Project to the new normal setting	Conducted relevant research, problem analysis and develop concept solutions to support ICT system development that the Project needs.	Number of concept notes/ papers developed in support of the system development need of the Project.	QUANTITY	1 / 1 + ADD NEW	20%
	Developed, enhanced, and maintained online portals for Virtual World Bank Implementation Support Mission, Planners' Portal, Enterprise Developers' Portal, and among others	Number of online portals accessible and with usable information for the targeted system users	QUANTITY	1 / 1 + ADD NEW	10%
	Assisted the Unit Head in overseeing the development, implementation, and maintenance of ICT solutions that are headed by the GGU as part of the I-SUPPORT component of the Project such as IPEP, ISYP and among others	Number of system solutions that successfully developed, rolled-out and maintained by the Unit	QUANTITY	1.50 / 1 + ADD NEW	10%

7. Then click + Add your accomplishment here button to entry delivered output specifically the **activity** conducted with its equivalent **output**.

Activity

Output



8. You may include supporting attachment such as documents, photos, video & among others through the add link button.

Attachment Links:

[Add Link](#)

9. Then specify the date of the activity conducted, from start until the output was achieved.

Date (Jul 01, 2022 - Sep 30, 2022)

mm/dd/2022 ↔ mm/dd/2022

10. Input the equivalent quantity of your accomplishment based on your delivered output or targeted indicator, entry must be in numerical value.

Quantity

Current Accomplishment: **0 / 1 (0.00%)**

11. Click the [Submit](#) button to save.

Notes :


1. All data fields are required to be filled-out, **except** for the reportorial requirement for M&E.
2. In amount entry, it must be encoded by its actual value (ex. 200,000)

Generate Accomplishment Report

The ARS platform, will automatically archived all submitted output and can now be accessed by the immediate supervisor and other principals. The immediate supervisor may now rate the quality and timeliness of accomplishment submitted.

The employee may now generate Accomplishment Reports through the system for remuneration/ compensation attachment.

How to generate Accomplishment Report for submission to the admin unit?


1. Once you are logged in, click the  **Reports** tab then navigate to report page.
2. Select date of report coverage you would like to generate for salary attachment then click search.

Generate Accomplishment Report

From 09/01/2022
📅
To 09/15/2022
📅
🔍 Search

3. Then all the report entry for the date selected will be automatically populated for your viewing as shown below:

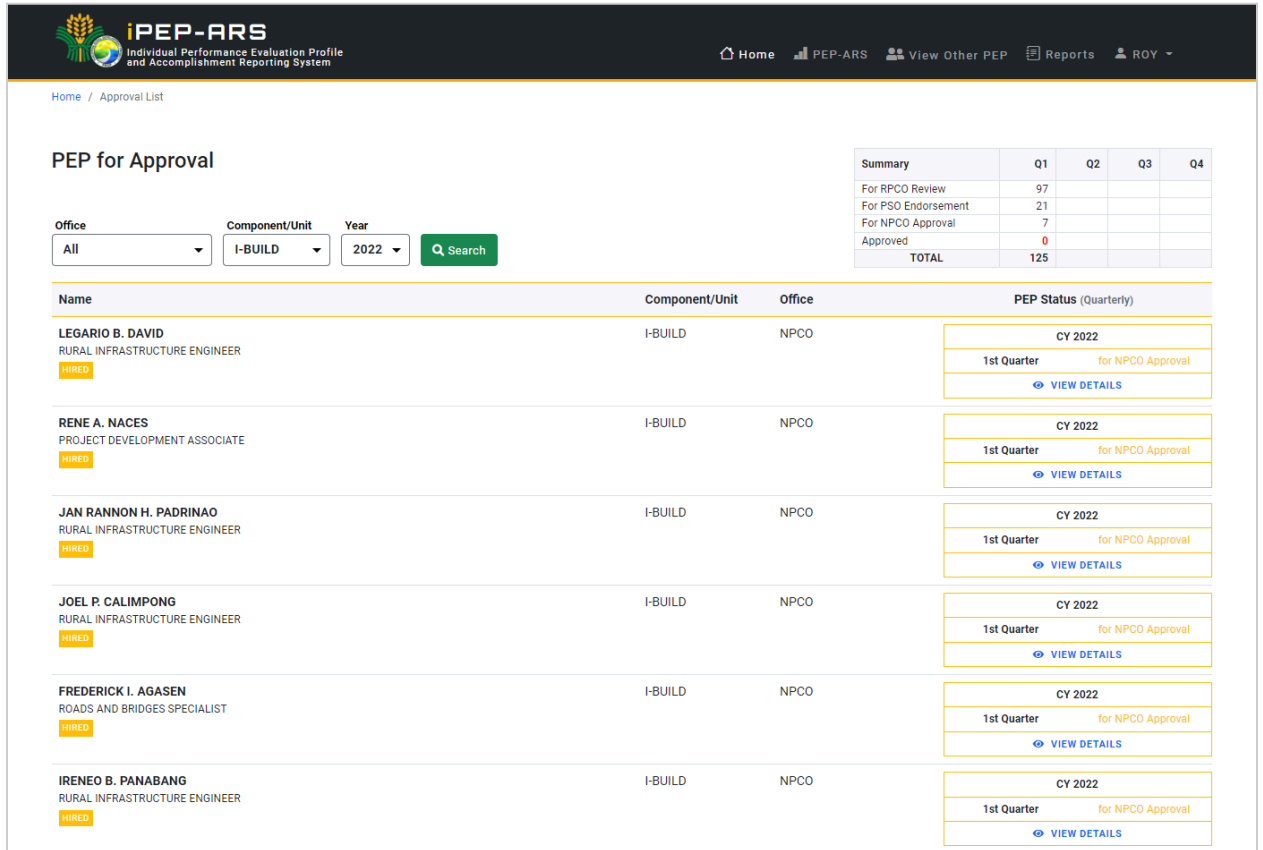
Date	Activity	Output
Install ICT applications to intensify the use of online platforms and provide e-governance solutions to minimize face-to-face transactions, ensure continuity of operations/activity despite the threat of COVID-19 and adaptability of the Project to the new normal setting		
Assisted the Unit Head in overseeing the development, implementation, and maintenance of ICT solutions that are headed by the GGU as part of the I-SUPPORT component of the Project such as IPEP, ISYP and among others		
Aug 29, 2022 - Sep 03, 2022	Enhanced the training design of the ARS and PERC module to adjust to the recent mandate of the DA management to utilize virtual or hybrid modalities to ensure cost-effectiveness and efficiency in conducting activities.	Training & Workshop on Improved Format and ARS Module of the iPEP-ARS. The program of activities for the five (5) day virtual training & workshop, was designed to capacitate participants on how to utilize the improved format of the iPEP module, scale down targets by quarter, upload targeted iPEP for the second semester, and roll out the automated Accomplishment Reporting System of the DA-PRDP Work Management System (iPEP-ARS). Attachments: Enhanced Training Activities
Aug 29, 2022 - Sep 03, 2022	In preparation for the upcoming activity on September 05 to 09, 2022. The GGU prepared and developed a pre-action plan to provide a checklist and ready reference in the preparation of the nationwide activity of the Training & Workshop on Improved Format and ARS Module of the iPEP-ARS.	The Pre-Action plan serves as a reference for the preparatory meetings with the NPCO Heads/Alternate Head and the Admin Unit and also a checklist of things to do, to ensure all aspects of the program of activities will be smoothly implemented. Attachments: Training & Workshop on ARS_Pre & Post Activity Action Plan
Aug 29, 2022 - Sep 03, 2022	Prepared and finalized presentation materials for the roll-out of the iPEP Improved format and ARS module of the work management system of the DA-PRDP	The presentation includes the following materials and topics: 1. Overview of the DA-PRDP Work Management System (iPEP-ARS) development and updates 2. Training Design and Program of Activities 3. Introduction to Accomplishment Reporting System (ARS) module Attachments: iPEP-ARS Updates & Program of Activities ARS Concept

4. Then click  **Download PDF** file for you to print, sign and for the immediate supervisor approval (through signature) before submitting to the admin unit.
5. At the right portion of the printed copy a unique qr code was attached, so the admin can verify the authenticity of the documents if it's really generated from the iPEP-ARS.

Principal Account

1. PEP Approval

1. Login using registered principal account
2. In principal account homepage, click the **PEP for Review 128** button to view the list of PEP for approval under the principal's supervision.



PEP for Approval

Office: All | Component/Unit: I-BUILD | Year: 2022 | Search

Summary	Q1	Q2	Q3	Q4
For RPCO Review	97			
For PSO Endorsement	21			
For NPCO Approval	7			
Approved	0			
TOTAL	125			

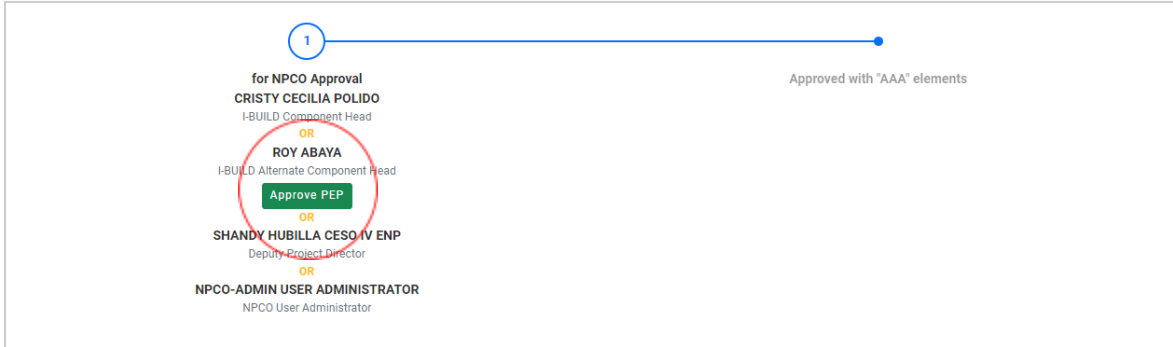
Name	Component/Unit	Office	PEP Status (Quarterly)
LEGARIO B. DAVID RURAL INFRASTRUCTURE ENGINEER <small>HIRED</small>	I-BUILD	NPCO	CY 2022 1st Quarter for NPCO Approval VIEW DETAILS
RENE A. NACES PROJECT DEVELOPMENT ASSOCIATE <small>HIRED</small>	I-BUILD	NPCO	CY 2022 1st Quarter for NPCO Approval VIEW DETAILS
JAN RANNON H. PADRINAO RURAL INFRASTRUCTURE ENGINEER <small>HIRED</small>	I-BUILD	NPCO	CY 2022 1st Quarter for NPCO Approval VIEW DETAILS
JOEL P. CALIMPONG RURAL INFRASTRUCTURE ENGINEER <small>HIRED</small>	I-BUILD	NPCO	CY 2022 1st Quarter for NPCO Approval VIEW DETAILS
FREDERICK I. AGASEN ROADS AND BRIDGES SPECIALIST <small>HIRED</small>	I-BUILD	NPCO	CY 2022 1st Quarter for NPCO Approval VIEW DETAILS
IRENEO B. PANABANG RURAL INFRASTRUCTURE ENGINEER <small>HIRED</small>	I-BUILD	NPCO	CY 2022 1st Quarter for NPCO Approval VIEW DETAILS

3. Select PEP and click the **VIEW DETAILS** button to be able to view its target for review/endorsement/approval.
4. Select quarter to view target to be reviewed/endorsed/approved using the PEP target tab.



1ST QTR | OVERALL

- For the PEP approval status, principals who can review/endorse/approve from RPCO-PSO-NPCO will be identified. If the currently logged principal is one of the principals identified under the current PEP status, a button will be shown depending on the action to be undertaken.



1

for NPCO Approval

CRISTY CECILIA POLIDO
I-BUILD Component Head

OR

ROY ABAYA
I-BUILD Alternate Component Head

Approve PEP

OR

SHANDY HUBILLA CESO IV ENP
Deputy Project Director

OR

NPCO-ADMIN USER ADMINISTRATOR
NPCO User Administrator

Approved with "AAA" elements

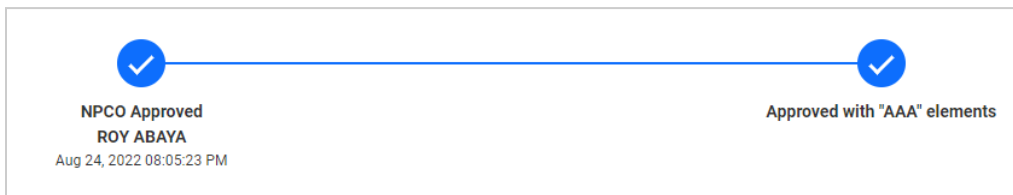
Approve PEP

✕

Name	:	Frederick I. Agasen
Designation	:	Roads and Bridges Specialist (Hired)
Component / Unit	:	I-BUILD
Office	:	NPCO
Quarter	:	1st Quarter

Approve PEP

- PEP approved with "AAA" elements



✓

NPCO Approved
ROY ABAYA
Aug 24, 2022 08:05:23 PM

Approved with "AAA" elements

✓

2. PEP Accomplishment Quality Rating

1. Set the PEP details to be populated in the principal homepage.

Office: Year: Quarter:

2. Click the button to view the list of PEP under a particular component/unit

Component / Unit	Performance Rating	
OFFICE OF THE DEPUTY PROJECT DIRECTOR 3 Hired	☆☆☆☆ (0) No Rating Details	<input type="button" value="DETAILS >"/>
I-PLAN COMPONENT 4 Hired	☆☆☆☆ (0) No Rating Details	<input type="button" value="DETAILS >"/>
I-BUILD COMPONENT 7 Hired	☆☆☆☆ (0) No Rating Details	<input type="button" value="DETAILS >"/>
I-REAP COMPONENT 5 Hired	☆☆☆☆ (0) No Rating Details	<input type="button" value="DETAILS >"/>
I-SUPPORT COMPONENT 3 Hired	☆☆☆☆ (0) No Rating Details	<input type="button" value="DETAILS >"/>

3. In the list of PEP, select and click the button to be able to view the targets of a particular PEP.

List of PEP by Component / Unit

Component / Unit : I-BUILD Component
Office : NPCO
Period : 2022 - 1st Quarter

Disbursement Target
₱ 2,401,225,032.80
[Update](#) [View](#) [Reset](#)

Name	Individual Performance	Behavioral Rating	
FREDERICK I. AGASEN Roads and Bridges Specialist HIRED	☆☆☆☆ (0) No Rating Details	☆☆☆☆ (0) No Rating Rate Details	<input type="button" value="DETAILS >"/>
IRENEO B. PANABANG RURAL INFRASTRUCTURE ENGINEER HIRED	☆☆☆☆ (0) No Rating Details	☆☆☆☆ (0) No Rating Rate Details	<input type="button" value="DETAILS >"/>
JAN RANNON H. PADRINAO Rural Infrastructure Engineer HIRED	☆☆☆☆ (0) No Rating Details	☆☆☆☆ (0) No Rating Rate Details	<input type="button" value="DETAILS >"/>
JOEL P. CALIMPONG RURAL INFRASTRUCTURE ENGINEER HIRED	☆☆☆☆ (0) No Rating Details	☆☆☆☆ (0) No Rating Rate Details	<input type="button" value="DETAILS >"/>
LEGARIO B. DAVID Rural Infrastructure Engineer HIRED	☆☆☆☆ (0) No Rating Details	☆☆☆☆ (0) No Rating Rate Details	<input type="button" value="DETAILS >"/>
RENE A. NACES Project Development Associate HIRED	☆☆☆☆ (0) No Rating Details	☆☆☆☆ (0) No Rating Rate Details	<input type="button" value="DETAILS >"/>

4. Select the period of target to be rated and click [VIEW or RATE](#) button to view or rate actual accomplishment of a particular activity.

KEY OUTPUT EXPECTATIONS (Based on the Actual Duties & Responsibilities in the Current Designation)	ACTIVITIES UNDERTAKEN	Indicator	Target Type (Quantity, Disbursement, Obligation)	Accomplishment	Approved Relative Weight
Disbursement					40%
Assist the I-BUILD Unit in providing regular monitoring reports for the assigned island cluster operations especially on disbursement	Provided Implementation status, update and disbursement	Number of SPs with status report and disbursement.	DISBURSEMENT	0 / 75,113,212.58 VIEW or RATE	40%
Quality of Subprojects					20%
Conducts monthly inspection of ongoing sub-projects and identify issues and problems relative to the five(5) quality assurance elements specified in the infrastructure quality monitoring and durability system(IQMS) and provide appropriate surveillance and audit reports to the PSOs.	Improved quality of subprojects through provision of reports in compliance/adherence to the quality assurance elements	Number of SPs with compliance reports	QUANTITY	0 / 12 VIEW or RATE	20%

5. After reviewing the actual accomplishment, click [UPDATE](#) button to update accomplishment quality rating.

1ST QTR Accomplishment

Key Output Expectation
Assist the I-BUILD Unit in providing regular monitoring reports for the assigned island cluster operations especially on disbursement

Activity
Provided Implementation status, update and disbursement

Indicator
Number of SPs with status report and disbursement.

Accomplishment
Disbursement (Actual Amount)
0 / 75,113,212.58

Quality (Supervisor's Rating)
★★★★★
No Rating
[UPDATE](#)

Timeliness
★★★★★
No Rating

Please rate the quality of employee's accomplishment

★★★★★

No Rating

[CANCEL](#) [SUBMIT](#)

3. Behavioral Rating

1. In the list of PEP under a particular component/unit, locate and click the **Rate Behavioral Rating** button.

List of PEP by Component / Unit

Component / Unit : I-BUILD Component
Office : NPCO
Period : 2022 - 1st Quarter

Disbursement Target
₱ 2,401,225,032.80
[Update](#) [View](#) [Reset](#)

Name	Individual Performance	Behavioral Rating	
FREDERICK I. AGASEN Roads and Bridges Specialist <small>HIRED</small>	☆☆☆☆ (0) No Rating Details	☆☆☆☆ (0) No Rating Rate Details	DETAILS >
IRENEO B. PANABANG RURAL INFRASTRUCTURE ENGINEER <small>HIRED</small>	☆☆☆☆ (0) No Rating Details	☆☆☆☆ (0) No Rating Rate Details	DETAILS >
JAN RANNON H. PADRINAO Rural Infrastructure Engineer <small>HIRED</small>	☆☆☆☆ (0) No Rating Details	☆☆☆☆ (0) No Rating Rate Details	DETAILS >
JOEL P. CALIMPONG RURAL INFRASTRUCTURE ENGINEER <small>HIRED</small>	☆☆☆☆ (0) No Rating Details	☆☆☆☆ (0) No Rating Rate Details	DETAILS >
LEGARIO B. DAVID Rural Infrastructure Engineer <small>HIRED</small>	☆☆☆☆ (0) No Rating Details	☆☆☆☆ (0) No Rating Rate Details	DETAILS >
RENE A. NACES Project Development Associate <small>HIRED</small>	☆☆☆☆ (0) No Rating Details	☆☆☆☆ (0) No Rating Rate Details	DETAILS >

2. Put a rating for every behavioral dimension item and put remarks in support of the rating being given.

Rate Behavioral Rating ✕

Name : **FREDERICK I. AGASEN**
Designation : **Roads and Bridges Specialist**
Component / Unit : **I-BUILD Component**
Office : **NPCO**
Period : **2022 - 1st Quarter**

Character	2	4	6	8	10
Courtesy & Obedience	☆☆	☆☆	☆☆	☆☆	☆☆
Human Relations & Stress Tolerance	☆☆	☆☆	☆☆	☆☆	☆☆
Punctuality & Attendance	☆☆	☆☆	☆☆	☆☆	☆☆
Initiative & Leadership	☆☆	☆☆	☆☆	☆☆	☆☆
Judgment & Decision Making	☆☆	☆☆	☆☆	☆☆	☆☆

Remarks *

[SUBMIT](#) [CANCEL](#)



3. Employee behavioral rating details

Behavioral Rating Details ✕

ROY ABAYA 🗑 Delete

Aug 24 2022 08:50:57 PM

Courtesy & Obedience	10
Human Relations & Stress Tolerance	10
Punctuality & Attendance	8
Initiative & Leadership	10
Judgment & Decision Making	10

RATING **(9.6) Excellent**

Remarks

Excellent work
