

ANNEX - G

**Career Executive Service Performance Evaluation System (CESPES) Rating Scale**

<b>ASSUMPTIONS</b>	<p><b>QUANTITY</b> - Established baseline to compare the difference</p> <p><b>TIMELINESS</b> - Established target time frame or deadline</p> <p><b>QUALITY</b> - Mechanisms are in place to measure the ff:</p> <ul style="list-style-type: none"> <li>- Impact: within unit; outside unit, within agency; outside agency</li> <li>- Savings, revenues or new resources generated</li> <li>- Award or commendation received</li> <li>- Replicated, established as best practice</li> <li>- Positive feedback from publics; customer satisfaction</li> </ul>
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RATING SCORE	ADJECTIVAL RATING	INDICATORS						
		QUALITY					QUANTITY	TIMELINESS
		Actual Performance vs. Targets	Impact of Performance	Consistency/ Quality of Performance	Comparability of Performance with Others with Same Function/ Position	Application of Knowledge and Skills		
7	Exceptional	Substantially surpasses targets and standards	Contributions or innovations have impact outside his/her agency/ department	<p>Consistently shows commendable performance</p> <p>Exceptionally reliable, produces outputs that are accurately and thoroughly accomplished</p>	Highest level of exemplary performance notably excelling and rarely occurring in the public service	Exceptional capacity of applying wide range of knowledge and skills to achieve organizational targets, showing consistent behavior that harnesses and inspires the best performance from his/her unit	Above 150%	25% and below
6	Commendable	General performance exceeded expectations most of the time	<p>Makes clear/identifiable contributions to the attainment of agency/ department goals</p> <p>Introduces innovation to unit that elevates standards of performance to a higher level</p>	<p>Can be relied on to deliver even on very difficult tasks and contribute to critical areas</p> <p>Very good performance in almost all areas of responsibilities</p>	Overall performance quality significantly better than those of others in the same level or performing the same functions across the entire public sector	Knowledge, skills and behavior goes beyond what is expected of his/her position	150%	50%

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5	Above Average	Performance is above expectations  Performance represents a level of accomplishment that goes beyond acceptable limits	Goes beyond her own tasks and responsibilities to insure that the unit attains all its goals and objectives.	Quantity and quality of work is beyond the average Can be relied on to deliver thorough and accurate outputs Effective and efficient in work performance	Overall performance is comparatively better than most officers of the same rank/position in the agency	Application of knowledge and skills is above average	125%	75%
4	Good Solid Performance	Adequate and acceptable work performance	Does all his/her tasks and contributes his/her share to attainment of unit goals/objectives	Shows consistently reliable, sound and acceptable performance  Performs regular tasks and functions thoroughly  Can handle difficult assignments and delivers satisfactory performance	Performance expected of the great majority of government officials	Effective application of knowledge and skills  Shows positive behavior and attitude to work and responsibilities	100%	100%
3	Solid Performance	Adequate and acceptable work performance	Meets expectations and fully meets requirements of the position	Most of the time delivers consistently reliable work outputs	Comparable to others in the same level or position	Sufficient knowledge, skills and positive behavior	75%	125%
2	Below Average	Performance is below expectation but can still be improved with much effort Outputs are less than acceptable or less than the target set	Commits minor mistakes that undermines unit's overall performance	Inefficient  Performance does not consistently meet expectations or targets	Marginal work performance	Inadequate knowledge and skills	50%	150%

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1	Unacceptable	Poorest level of performance  Falls short of expectations/ requirements of the position	Demoralizes other staff and undermines overall unit achievement	Deadlines not met  Incomplete and inaccurate outputs	May warrant removal from position	Limited skills and knowledge and has no initiative to improve them	Below 50%	Above 150%