**Republic of the Philippines**

**CAREER EXECUTIVE SERVICE BOARD**

No. 3 Marcelino St., Holy Spirit Drive, Diliman, Quezon City

Tel. Nos. 951-4981 local 110, 111 & 126; 951-4986 (telefax)

**Career Executive Service Performance Evaluation System**

**RATING FORM FOR SUPERIOR**

**CESPES Form No. 003-A**

**Performance Rating Period \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

|  |  |
| --- | --- |
| **NAME OF RATEE**: |  |
| **POSITION TITLE/DESCRIPTION:** (As Indicated in DBM-CSC Form No. 1) | **Actual Position/ Designation:** |
| **Agency/Department:** | **Work Station:** |

1. **ALIGNMENT OF RATEE’S OUTPUT WITH AGENCY/ORGANIZATIONAL OUTCOME**
   1. Organizational Outcome: (Dropdown as indicated in the National Expenditure Program)
   2. Program/Project Outcome/Output Indicators
2. Operations

|  |  |  |  |
| --- | --- | --- | --- |
| Program/Subprogram/  Service  (Encoded as indicated in the NEP) | Outcome/Output Indicators  (Encoded as indicated in the NEP) | Target | Actual Accomplishment  (As reported in BAR No.1) |
|  |  |  |  |
|  |  |  |  |

1. Support to Operations (Based on PREXC)

|  |  |  |  |
| --- | --- | --- | --- |
| Service/Projects/  Activities | Performance Indicators  (List of Suggested Indicator) | Target | Actual Accomplishment |
|  |  |  |  |
|  |  |  |  |

1. General Administration and Support (Based on PREXC)

|  |  |  |  |
| --- | --- | --- | --- |
| Service/Projects/  Activities | Performance Indicator  (List of Suggested Indicators) | Target | Actual Accomplishment |
|  |  |  |  |
|  |  |  |  |

1. **INDIVIDUAL PERFORMANCE COMMITMENT AND ACCOUNTABILITY**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Program Output and Process Requirements | Process Output | Performance Indicator  (Quality/Quantity/  Timelines | Target | Accomplishment | Performance Rating |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

1. **Innovating and Intervening Accomplishments**

(Identify all outputs/outcomes achieved beyond your mandated functions and responsibilities)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Innovating and Intervening Process Outputs/Outcomes** | Quality | Quantity | Timeliness | Average |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

1. **Performance Evaluation on Accomplishments (80%)**

**Rating for Individual Performance Commitment (IPC) \_\_\_\_\_\_\_\_\_\_ x .80 =\_\_\_\_\_\_\_\_\_\_**

**Rating of Innovating and Intervening Accomplishments (IIA) \_\_\_\_\_\_\_\_\_\_ x .20 =\_\_\_\_\_\_\_\_\_\_**

**Performance Contract Rating (IPC+IIA) \_\_\_\_\_\_\_\_\_\_**

1. **Certification**

I hereby certify that all the stated performance commitments and accomplishments are true and correct.

Signature over Printed Name of Ratee-Official

Date

Attested by:

Signature over Printed Name of Superior Rater

Date

Rating Scale

5 – Outstanding – Performance represents an extraordinary level of achievement and commitment in terms of quality and time, skills and knowledge, ingenuity, creativity and initiative.

4 – Very Satisfactory- Performance exceeded expectations. All goals, objectives, and targets were achieved above the established standards.

3 – Satisfactory – Performance and expectations in terms of quality of work, efficiency and timeliness. The most critical goals are met.

2 – Unsatisfactory – Performance failed to meet expectations, and/or one or more of the critical goals were not met

1 – Poor – 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.