

**PERFORMANCE MEASUREMENT AND MANAGEMENT SYSTEM (PMMS)  
TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY**

**OFFICE PERFORMANCE COMMITMENT AND REVIEW**

I, IGMEDIO S. CASTICON, Head of ISAT commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period January to December, 2017.

<b>RATING SCALE</b>	5 - Outstanding (Extraordinary level of achievement)
	4 - Very Satisfactory (Performance exceeded expectations)
	3 - Satisfactory (Performance met expectations)
	2 - Unsatisfactory (Performance failed to meet expectations)
	1 - Poor (Performance was consistently below expectations)

MFO		Success Indicators (Targets + Measures)	Alloted Budget	Division/Individual Accountable	Accomplishments (for the month of <u>JUNE</u> )	Self- Rating	Validated Rating	Remarks (for validation purposes)
<b>Employability Increased and/or Enhanced</b>								
	1	<b>85%</b> Percentage of TVET Graduates that were certified*		VSS/VIS/All Staff				
	2	<b>65%</b> Percentage of graduates from Technical Vocational Courses that are employed*		VSS/VIS/All Staff				
<b>MFO 1: TESD Policy Services</b>								
	3	Number of plans/policies developed/issued and disseminated*						
	4	Percentage of policies that are updated, issued and disseminated in						
	5	Percentage of stakeholders who rate policies as good or better*						
<b>MFO 2: TESD Services</b>								
<b>Operations of TESDA Schools and Training Centers</b>	10	<b>1774</b> Number of TESDA Technology Institutions (TTIs) enrollees *	577,000.00		2452 TTIs enrollees			
	11	<b>1597</b> Number of TTIs graduates *	23,000.00	VSS/VIS/All Staff	2227 TTIs graduates			
	12	<b>1038</b> Percentage of TTIs graduates who are employed	15,000.00	VSS/VIS/All Staff	1099 graduates employed			
	13	<b>100 hrs</b> Average number of training hours per trainee *		VSS/VIS/All Staff	Average of 296 training hours per trainee			
	14	<b>90%</b> Percentage of training applications acted upon within two (2) weeks *		VSS/VIS/All Staff	100% of training applications acted upon within 2 weeks			
<b>Institution-based Programs</b>	15	<b>1774</b> Number of Enrollees		VSS/VIS/All Staff	2452 enrollees			

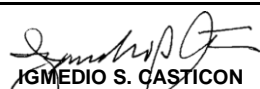
MFO		Success Indicators (Targets + Measures)	Alloted Budget	Division/Individual Accountable	Accomplishments (for the month of <u>JUNE</u> )	Self- Rating	Validated Rating	Remarks (for validation purposes)
	16	<b>1597</b> Number of Graduates		VSS/VIS/All Staff	2227 graduates			
<b>Enterprise-based/Apprenticeship Programs</b>	17	Number of Enrolees						
	18	Number of Graduates						
<b>Community-based Programs</b>	19	Number of Enrolees			217 enrolees			
	20	Number of Graduates			217 graduates			
<b>Training for Work Scholarship Program (TWSP)</b>	21	Number of TWSP subsidized enrolees*			863 enrolees			
	22	Number of TWSP subsidized graduates*			344 enrolees			
<b>Private Education Student Financial Assistance (PESFA)</b>	23	Number of Enrolees						
	24	Number of Graduates						
<b>Special Training for Employment Program (STEP)</b>	25	Number of Enrolees						
	26	Number of Graduates						
<b>Trainers Development</b>	27	Number of TVET Trainers Trained (TM Level I)			90 TVET Trainers trained in TM Level I			
	28	Number of TVET Trainers provided with skills upgrading			37 TVET Trainers provided with skills upgrading			
<b>ICT-Enabled System: TESDA Online Program (TOP)</b>	29	Number of Additional courses						
	30	Number of Additional Registered users						
<b>MFO 3: TESD Regulation Services</b>								
<b>TVET Program Registration and Accreditation Services</b>	31	No. of new programs registered *			11 new programs registered			
	32	Percentage of compliance audit breaches at not more than 1% of total TVET programs audited *						
	33	Number of Programs audited			31 programs audited			
<b>Competency Assessment and Certification of Skilled Workers</b>	34	<b>1000</b> Number of skilled workers assessed for certification *			2003 skilled workers assessed for certification			
	35	<b>850</b> Number of certified			1963 certified skilled workers			
	36	<b>85%</b> Percentage of graduates in programs with training regulations certified within five (5) days after graduation *		VSS/VIS/All Staff	100% of graduates in programs with training regulations certified within five (5) days after graduation			
	37	Percentage of skilled workers issued with Certification within seven (7) days						

MFO		Success Indicators (Targets + Measures)	Alloted Budget	Division/Individual Accountable	Accomplishments (for the month of <u>JUNE</u> )	Self- Rating	Validated Rating	Remarks (for validation purposes)
<b>Accreditation of Competency Assessors and Assessment</b>	38	Number of assessors trained/accredited						
	39	Number of new assessment centers accredited						
<b>Support to Operations (STO)</b>								
<b>Communication Program</b>	40	Approved 2017 TESDA Communication Plan for major programs/activities developed and rolled out			1 Approved 2017 TESDA Communication Plan for major programs/activities developed and rolled out			
	41	3 At least three (3) good news submitted to oversight agencies at the end of the month	2,000.00	VSS/VIS/All Staff	3 good news submitted to oversight agencies at the end of the month			
	42	4 At least four (4) press releases every month developed/disseminated	1,000.00	VSS/VIS/All Staff	5 press releases developed/disseminated			
	43	1 100% of request for TV appearance/radio guesting attended	40,000.00	VSS/VIS/All Staff	100% of request for TV appearance/radio guesting attended			
	44	10 Press briefings conducted		VSS/VIS/All Staff				
<b>Performance Accountability Report</b>	45	4 Quarterly 2017 PAR submitted	3,500.00	VSS/VIS/All Staff	4 Quarterly 2017 PAR submitted			
<b>2017 Annual Report</b>	46	1 2017 Annual Report submitted	500.00	VSS/VIS/All Staff	1 2017 Annual Report submitted			
<b>Gender and Development (GAD)</b>	47	2019 GAD Plan and Budget and 2017 GAD Accomplishment Report of Central Office prepared by TWG,		VSS/VIS/All Staff				
	48	2 2019 GAD Plan and Budget and 2017 GAD Accomplishment Report of Regional Offices prepared by TWG, reviewed by TWC, and endorsed to PCW thru GMMS not later than end of March 2018	46,000.00	VSS/VIS/All Staff	1 GAD plan and budget and 6 GAD accomplishment report submitted			
<b>Establishment of a Quality Management System (QMS)</b>	49	ISO certification sustained and/or upgraded						
<b>Citizens Charter/Anti-Red Tape Act (ARTA) Implementation</b>	50	90% At least 90% client satisfaction rate on Quality of Services and Quality of Facilities achieved		VSS/VIS/All Staff	100% client satisfaction rate on quality of services and facilities achieved			
	51	100% 100% of client satisfaction feedback / complaints / recommendations acted upon as prescribed per process		VSS/VIS/All Staff	100% of client satisfaction feedback / complaints / recommendations acted upon as prescribed per process			
<b>Development of Information Systems</b>	52	TESDA Mission Critical Information Systems developed						
	53	Administrative System developed						
	54	Network Connectivity expanded						

MFO		Success Indicators (Targets + Measures)	Alloted Budget	Division/Individual Accountable	Accomplishments (for the month of <u>JUNE</u> )	Self- Rating	Validated Rating	Remarks (for validation purposes)
<b>General Administration and Support Services (GASS)</b>								
<b>Integrity Development Plan</b>	55	Posted at the TESDA website the latest status of complaints and cases filed against officials and employees of the agency on or before the 5th day of the month after the end of the reference quarter						
	56	TESDA Efficiency and Integrity Development Plan 2017-2019 (EIDP)						
	57	100% of the EIDP programs/projects for 2017 implemented as scheduled						
	58	<b>100%</b> 100% of SALN of all staff submitted to oversight agencies by 30 April 2017		VSS/VIS/All Staff	100% of SALN of all staff submitted to oversight			
<b>Strategic Performance Management System</b>	59	<b>1</b> 2017 OPCR submitted to oversight agencies		VSS/VIS/All Staff	2017 OPCR submitted to oversight agencies			
	60	<b>1</b> Annual OPCR Accomplishments with self-ratings submitted to the Office		VSS/VIS/All Staff				
	61	<b>100%</b> IPCR 2017 (commitments) submitted to the office PMT 30 calendar days after receipt of approved OPCR commitments	1,000.00	VSS/VIS/All Staff	100% IPCR 2017 (commitments) submitted to the office PMT 30 calendar days after receipt of approved OPCR commitments			
	62	<b>100%</b> IPCR accomplishments submitted to the Office PMT on the 4th week of August for the first semester (evaluation with preliminary rating) and 2nd week of February 2018 for the second semester (with annual IPCR rating)			100% IPCR accomplishments submitted			
	63	<b>1</b> Summary of IPCR ratings submitted to oversight agencies within 30 calendar days upon receipt of approved OPCR rating (covering accomplishment in the previous year)			1 Summary of IPCR ratings submitted			
<b>Financial Management (Fund Utilization)</b>	64	<b>100%</b> Allotted funds for priority programs/projects/activities (P/P/A) and commitments of TESDA (where Obligation BUR=total obligation/total allotment) utilized 100% 1st quarter - 16% 2nd quarter - 34% 3rd quarter - 25% 4th quarter - 25%		VSS/VIS/All Staff	100% utilization			

MFO		Success Indicators (Targets + Measures)	Alloted Budget	Division/Individual Accountable	Accomplishments (for the month of <u>JUNE</u> )	Self- Rating	Validated Rating	Remarks (for validation purposes)
	65	100% Notice of Cash Allocation (NCA) for various programs/projects/activities (P/A/P) utilized (where Disbursement BUR = NCA/Obligation) 1st quarter - 100% 2nd quarter - 100% 3rd quarter - 100% 4th quarter - 100%		VSS/VIS/All Staff	100% NCA for various PAP's utilized			
	66	12 Monthly Statement of Appropriations, Allotment, Obligations and Balances (SAAOB) report using the FAR no. 1 template submitted to oversight agencies not later than the 10th working day after the reference month	2,000.00	VSS/VIS/All Staff	12 Monthly Statement of Appropriations, Allotment, Obligations and Balances (SAAOB) report submitted			
	67	4 Quarterly Budget and Financial Accountability Reports (BFAR) submitted to oversight agencies not later than the 25th day after the reference quarter	1,000.00	VSS/VIS/All Staff	4 Quarterly Budget and Financial Accountability Reports (BFAR) submitted			
	68	12 Monthly report of actual income submitted to oversight agencies not later than the 5th working day of the month following the reference month		VSS/VIS/All Staff	12 Monthly report of actual income submitted			
<b>Financial Accountability</b>	69	100% Cash Advances liquidated / settled within the prescribed period and submitted the following accounts to oversight agencies not later than the 15th day of the month following the reference quarter: - Due from Officers and Employees - Advances to Officers and Employees - Advances for Operating Expenses (if applicable) - Advances to Special Disbursing Officers (if applicable) - Advances for Payroll		VSS/VIS/All Staff	100% Cash Advances liquidated / settled within the prescribed period and submitted			
	70	1 Report on the status of the account submitted to oversight agencies not later than the 1st working day following the reference month - Account 148 (Advances to officials and employees)		VSS/VIS/All Staff	1 Report on the status of the account submitted			

MFO		Success Indicators (Targets + Measures)	Alloted Budget	Division/Individual Accountable	Accomplishments (for the month of <u>JUNE</u> )	Self- Rating	Validated Rating	Remarks (for validation purposes)
Compliance to COA Observations	71	100% Status report on 100% compliance on actions taken on COA recommendations submitted to oversight agencies every 5th day of the		VSS/VIS/All Staff	100% Status report on 100% compliance on actions taken on COA recommendations submitted			
	72	4 Quarterly reports submitted to oversight agencies every 5th day of the month following the reference quarter - 100% Settlement of Suspensions within the prescribed period (within 90 days) - Appeal on Notices of Disallowance (if any) submitted to COA within the prescribed period (within 6 months)		VSS/VIS/All Staff	4 Quarterly reports submitted			
HRD Interventions (Recruitment and Selection)	73	80% Issued appointments to 80% of vacant positions by end of December 31, 2017		VSS/VIS/All Staff	13 Newly hired employees			
HRD Interventions (Capacity Building of Staff)	74	1 Programs for 2017 under the Workforce Training and Investment		VSS/VIS/All Staff	1 program for 2017 workforce training and investments			
	75	80% Training opportunities to 80% of staff provided by end of the year	200,000.00	VSS/VIS/All Staff	100% Training opportunities to staff provided by end of the year			
	76	1 Career Development and Succession Plan approved by end of June 2017		VSS/VIS/All Staff	1 Career Development and Succession Plan approved			
	77	1 100% application documents for foreign scholarship training processed and endorsed to sponsoring		VSS/VIS/All Staff				
TESDA Green Program Implementation	78	1 TESDA Green Programs implemented and sustained year-round		VSS/VIS/All Staff	1 TESDA Green Programs implemented and sustained			
Agency Procurement Compliance Performance Indicator (APCPI)	79	1 Agency Procurement Compliance Performance Indicator (APCPI)		VSS/VIS/All Staff	1 Agency Procurement Compliance Performance			
Transparency Seal Compliance	80	100% 100% compliance with Transparency Seal requirements in accordance with 2017 General Appropriations Act (GAA), IATF Memorandum Circular		VSS/VIS/All Staff	100% compliance with Transparency Seal			
	81	1 - Agency's mandates and functions, names of its officials with their position and designation, and contact information.		VSS/VIS/All Staff	1 Agency's mandates and functions, names of its officials with their position and designation, and contact information.			
	82	1 - Approved budgets and corresponding targets immediately upon approval of 2017 GAA.		VSS/VIS/All Staff	1 Approved budgets and corresponding targets immediately upon approval of 2017 GAA.			

MFO		Success Indicators (Targets + Measures)	Alloted Budget	Division/Individual Accountable	Accomplishments (for the month of <u>JUNE</u> )	Self- Rating	Validated Rating	Remarks (for validation purposes)
	83	- Modifications made pursuant to the general and special provisions in GAA		VSS/VIS/All Staff	1 Modifications made pursuant to the general and special			
	84	1 - Annual Procurement Plan (APP), contracts awarded and the name of	1,000.00	VSS/VIS/All Staff	1 Annual Procurement Plan (APP)			
	85	1 - Major program and projects categorized in accordance with the 5 KRAs under EO 43, s. 2011 and their target beneficiaries		VSS/VIS/All Staff	1 Major program and projects categorized in accordance with the 5 KRAs under EO 43, s. 2011 and their target beneficiaries			
	86	4 - Status of implementation of said programs/projects and project evaluation and /or assessment reports - every end of quarter.		VSS/VIS/All Staff	4 Status of implementation of said programs/projects and project evaluation and /or assessment reports - every end of quarter.			
	87	1 - Budget and Financial Accountability Reports, pursuant to COA and DBM J.C. No. 2014-1 dated July 1, 2014	15,000.00	VSS/VIS/All Staff	1 Budget and Financial Accountability Report updated/submitted			
	88	1 - Annual Reports on the status of income authorized by law to be retained and/or used and be deposited outside of the National Treasury, which shall include the legal basis for its retention and/or use, the beginning balance, income collected and its sources, expenditures and ending balances for the preceding fiscal year		VSS/VIS/All Staff	1 Annual reports on the status of income			
	89	1 - System Ranking of Delivery Units and Individuals		VSS/VIS/All Staff	1 System Ranking of Delivery units and individuals			
	90	1 - Quality Management System Certified by international certifying body or Agency Operations Manual		VSS/VIS/All Staff	1 Quality Management System or Agency Operations Manual			
	91	- Status of Cases (if applicable), as required under Administrative Order		VSS/VIS/All Staff				
	92	1 - Net Worth of Officials, as required under CSC Republic Act No. 6713		VSS/VIS/All Staff	1 Net Worth of Officials, as required under CSC Republic			
	93	1 - COA Annual Audit Report		VSS/VIS/All Staff	1 COA Annual Audit Report			
			<b>928,000.00</b>					
<b>Final Average Rating</b>								
<b>Adjectival Rating</b>								
Prepared and Submitted by:				Endorsed by:			Approved by:	
 <b>IGMEDIO S. CASTICON</b> Vocational School Superintendent				<b>DANTE J. NAVARRO</b> Regional Director			<b>GUILING 'GENE' A. MAMONDIONG</b> Director General/Secretary	