

**POLICE COMMISSIONED OFFICER PERFORMANCE EVALUATION REPORT
FOR INSPECTOR TO SENIOR INSPECTOR (FIRST LEVEL)**

Rating Period: _____

1. Ratee's Name (Last Name, Given Name Middle Name)			2. Rank			
3. Position / Designation			4. Unit Assignment / Station / District			
5. Years and Months in Current Position						
PARTS	DIMENSIONS	PERFORMANCE INDICATORS	POINT ALLOCATION		NUMERICAL RATING	WEIGHTED SCORE
I.	Output (25 points)	a. Quality of Work	5.0	x	=	
		b. Timeliness of Work	5.0	x	=	
		c. Quantity of Work	5.0	x	=	
II. C O R E C O M P E T E N C I E S	Job Knowledge (25 points)	a. Decision-making	2.0	x	=	
		b. Planning	2.0	x	=	
		c. Implementation of Instructions	2.0	x	=	
		d. Creativity / Resourcefulness	1.0	x	=	
		e. Analytical Ability	1.0	x	=	
		f. Problem Solving / Troubleshooting	1.0	x	=	
		g. Oral and Written Communication	1.0	x	=	
		h. Community Oriented Policing	3.0	x	=	
		i. Law Enforcement and Maintenance of Law and Order	2.0	x	=	
	Supervisory Control (20 points)	a. Control of Activities	4.0	x	=	
		b. Cost Control	3.0	x	=	
		c. Records Management and Submission of Reports	4.0	x	=	
		d. Compliance with and Implementation of Policies / SOPs	4.0	x	=	
		e. Sense of Priority	4.0	x	=	
		f. Client Satisfaction / Orientation	3.0	x	=	
		g. Involvement / Presence in Activities	3.0	x	=	
	People Management (10 points)	a. Motivation	5.0	x	=	
		b. Workgroup Management	4.0	x	=	
c. Work Organization / Delegation		4.0	x	=		
d. Interpersonal Relations		4.0	x	=		
e. Promoting Personnel Development		4.0	x	=		
f. Training of Subordinates		4.0	x	=		
Organizational Responsiveness (10 points)	a. Housekeeping and Safety / Security Consciousness	3.0	x	=		
	b. Preservation of Unit Properties / Interests	3.0	x	=		
	c. Coordination	4.0	x	=		
III.	Personl Qualities (10 points)	Personal Trait	<input checked="" type="checkbox"/>	Personal Trait	<input checked="" type="checkbox"/>	
		Morally Upright		Fair and Just		
		Honest		Civic-minded		
		Loyal		Well-groomed		
		Initiates Positive Action(s)		Responsible		
		Dedicated to Service		Courteous		
					10.0	x

TOTAL WEIGHTED SCORE (TWS)

NUMERICAL PERFORMANCE RATING (NPR) = TWS / 5

EQUIVALENT ADJECTIVAL PERFORMANCE RATING (APR) (Refer to Table at the back of the page)

Rater's Assessment of Ratee: (Assess the ratee by checking one of the brackets. If the assessment is negative, please answer the next statement.)

[] I DO

[] I DO NOT

recommend this personnel be granted (a) promotion (b) designation to higher position (c) relief

This personnel needs improvements on the following:

Significant / Critical Incident(s)

Acknowledged: _____ RATER	Conformed: _____ RATEE	Attested: _____ REVIEWER
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(IF REFERRED TO THE GRIEVANCE COMMITTEE)

I certify that this report was referred to the Grievance Committee for review and evaluation.

Signature
Head, Grievance Committee