

ANNEX F – a

			Never					Always	
Critical and Systemic Thinking									
6	Does not explore other ways of doing things and resigns to prevailing circumstances.	Unable to Rate/ Unsure of Answer	1	2	3	4	5	6	7
7	Anticipates changes along the way particularly when planning a project and makes contingency plans.	Unable to Rate/ Unsure of Answer	1	2	3	4	5	6	7
8	Systematically analyzes and evaluates problems and issues as basis for recommending and implementing effective solutions.	Unable to Rate/ Unsure of Answer	1	2	3	4	5	6	7
9	Does not check the nature and sources of data or information before deciding.	Unable to Rate/ Unsure of Answer	1	2	3	4	5	6	7
Environmental Acumen									
10	Blames limited government resources for inability to meet service quality standards.	Unable to Rate/ Unsure of Answer	1	2	3	4	5	6	7
11	Does not maximize the use of scarce government resources to achieve expected outputs.	Unable to Rate/ Unsure of Answer	1	2	3	4	5	6	7
12	Does not network and establish strategic alliances with stakeholders to achieve goals/objectives.	Unable to Rate/ Unsure of Answer	1	2	3	4	5	6	7
13	Sees opportunities when to effectively pursue his/her unit's/department's goals.	Unable to Rate/ Unsure of Answer	1	2	3	4	5	6	7
14	Willingly attends to activities that would entail relating to other stakeholders including LGUs, clients, and development agencies.	Unable to Rate/ Unsure of Answer	1	2	3	4	5	6	7
Honesty and Integrity									
15	Lets work pile up on desk and unmindful of set deadlines for tasks.	Unable to Rate/ Unsure of Answer	1	2	3	4	5	6	7
16	Does not report to work regularly.	Unable to Rate/ Unsure of Answer	1	2	3	4	5	6	7
17	Works expeditiously to achieve results on time.	Unable to Rate/ Unsure of Answer	1	2	3	4	5	6	7
18	Makes use of official time and resources wisely.	Unable to Rate/ Unsure of Answer	1	2	3	4	5	6	7
Judgment									
19	Listens to hearsay and does not look at all angles.	Unable to Rate/ Unsure of Answer	1	2	3	4	5	6	7
20	Weighs matter judiciously and takes necessary action for his/her decision to be carried out.	Unable to Rate/ Unsure of Answer	1	2	3	4	5	6	7
21	Knows how to set priorities. Is not easily overwhelmed if assigned multi-tasks because s/he has a defined set of criteria by which s/he assesses his/her tasks.	Unable to Rate/ Unsure of Answer	1	2	3	4	5	6	7

ANNEX F – a

			Never					Always	
22	Makes sound decision by gathering all pertinent information and goes through a logical analysis of these.	Unable to Rate/ Unsure of Answer	1	2	3	4	5	6	7
23	Does not study all angles of a matter. During instances when s/he is uncertain, s/he does not solicit for ideas and information from subordinates, peers and superiors.	Unable to Rate/ Unsure of Answer	1	2	3	4	5	6	7
Leadership									
24	Knows own limitations and consults peers and subordinates on certain matters.	Unable to Rate/ Unsure of Answer	1	2	3	4	5	6	7
25	No passion for work, for the organization, or for the agency's clientele.	Unable to Rate/ Unsure of Answer	1	2	3	4	5	6	7
26	Effectively monitors and evaluates office performance to ensure alignment with organizational/national goals and objectives.	Unable to Rate/ Unsure of Answer	1	2	3	4	5	6	7
27	Does not set realistic goals.	Unable to Rate/ Unsure of Answer	1	2	3	4	5	6	7
28	Does not set time frame for task to be done.	Unable to Rate/ Unsure of Answer	1	2	3	4	5	6	7
29	Provides no substantive contribution to the organization's performance.	Unable to Rate/ Unsure of Answer	1	2	3	4	5	6	7
30	Inspires a sense of purpose that unifies co-workers through a shared vision.	Unable to Rate/ Unsure of Answer	1	2	3	4	5	6	7
31	Develops the skills, knowledge and abilities of subordinates for effective work performance. Mentors subordinates to maximize their leadership/managerial potentials.	Unable to Rate/ Unsure of Answer	1	2	3	4	5	6	7
32	Is versatile and humble enough to perform even staff functions when the need arises.	Unable to Rate/ Unsure of Answer	1	2	3	4	5	6	7
33	Plans, organizes and executes the programs using a systematic process.	Unable to Rate/ Unsure of Answer	1	2	3	4	5	6	7
34	Does not set priorities, goals and objectives that the team should work for.	Unable to Rate/ Unsure of Answer	1	2	3	4	5	6	7
35	Is not open to suggestions, comments and inputs from all sides.	Unable to Rate/ Unsure of Answer	1	2	3	4	5	6	7

SIGNATURE OVER PRINTED NAME OF RATER

POSITION:
OFFICE/AGENCY/DEPARTMENT:
DATE ACCOMPLISHED: