

PERFORMANCE APPRAISAL SYSTEM FOR
REGIONAL CHIEF EDUCATION SUPERVISOR

Name: _____
 District/Division: _____ Region: _____
 Rating Period: ___First Semester___Second Semester School Year: _____

Outstanding
 Very Satisfactory
 Satisfactory
 unsatisfactory
 Poor
 Equivalent

PERFORMANCE INDICATOR	10	8	6	4	2	RATING
I. OCCUPATIONAL COMPETENCE (70%)						
1. Assists Regional Director	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
2. Implementation of plans/program						
2.1 Provided direction in the preparation of work and financial plan	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
2.2 Implementation of plans	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
3. Monitoring and Evaluation						
3.1 Monitors and evaluate the implementation of programs/projects/Policies	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
3.2 Evaluates recommendations/actions on application/approval/ Revocation of permit to operate a school	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4. Technical Assistance						
4.1 Provides technical assistant to improve competencies	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.2 Prepares prototype instructional materials for use	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.3 Assists in the conduct of in-service trainings/conferences	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.4 Serves as trainer/resource speaker on innovative, teaching techniques, classroom management	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
5. Linkage management	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
6. Performance assessment	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Total Score						
Total Rating for I [(total score/11) x70%]						
II. PROFESSIONAL AND PERSONAL CHARACTERISTICS (20%)						
1. Decisiveness	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
2. Honesty/Integrity	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
3. Dedication/Commitment	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4. Initiative/Resourcefulness	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
5. Courtesy	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
6. Human relationship	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
7. Leadership	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
8. Stress Tolerance	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
9. fairness/Justice	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
10. Proper Attire/Good grooming	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Total Score						
Total rating for II [(total score/10) x20%]						
III. PUNCTUALITY/ATTENDANCE (10%)						
(Including division meeting and other required activities)						
Punctuality-no. of times tardy	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Attendance-no. of days absent	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Total score						
Total rating for III [(total score/2) x10%]						
Grand Total						
Plus Factor						
(5 for each indicator but not to exceed 2 points for the total)						
1. Conducted research in the national level						
2. Chaired educational/technical committee in the national level						
3. Acted as trainer in a regional/national seminar-workshop for at least two times						
4. Chaired interagency technical committee						
SUMMARY OF RATINGS						
I. Occupational Competence (70%)						_____
II. Professional and personal Characteristics (20%)						_____
III. Punctuality/Attendance (10%)						_____
TOTAL						_____
PLUS FACTOR						_____
OVER-ALL RATING						_____
Descriptive Rating						_____

Remarks: _____

RATEE: _____ CONFERRED WITH: _____

 Immediate Supervisor/Rater

CONFORME: _____

 Signature of Ratee

RECOMMENDING APPROVAL _____ APPROVED BY: _____

KEY TO DESCRIPTIVE RATING
 8.60-10 = Outstanding
 6.60-8.50 =Very Satisfactory
 4.60-6.50 =Satisfactory
 2.60-4.50 =unsatisfactory
 2.50 & below =Poor

PARC ACTION: