



MINDBRIDGE RESOURCES CORPORATION

PERFORMANCE EVALUATION REPORT FORM

Name of Employee: RUDELLAS, CIRILO JR DELA CRUZ Date of Rating: September 01, 2025
Family Name: First Name: M I: mm / dd / yy
Location (Kindly check) ☒ Head Office ☐ Plant ☐ SPI Department: OPERATIONS
Rating Period From: June 23, 2023 To: September 21, 2023 Location: North Hub, San Simon
mm / dd / yy mm / dd / yy Position: CYLINDER REFILLER
Purpose of Rating (Kindly check)
☐ Regular Rating ☒ Completion of Probationary / Qualification Period ☐ Promotion ☐ Others: 3rd MONTH EVALUATION

Instructions: Please refer notes on Guide to Performance Appraisal before accomplishing this form.

FACTORS	RATING				POINTS
1. KNOWLEDGE OF WORK:	Has exceptional knowledge of his own & related work. 9 to 10 pts.	Has required knowledge of own & related work. 7 to 8 pts.	Has required knowledge of own work only. 5 to 6 pts.	Needs additional instruction and guidance. 1 to 4 pts.	3
2. PRODUCTIVITY:	Usually exceeds standards. 36 to 40 pts.	Meets standards. 30 to 35 pts.	Seldom meets standards. 20 to 29 pts.	Never meets standards. 1 to 19 pts.	35
3. INITIATIVE:	Always 9 to 10 pts.	Usually 7 to 8 pts.	Sometimes 5 to 6 pts.	Rarely 1 to 4 pts.	9
4. DEDICATION TO DUTY:	Always dedicated to duty. 9 to 10 pts.	Usually dedicated to duty. 8 pts.	Sometimes dedicated to duty. 5 to 7 pts.	Rarely responds to company needs. 1 to 4 pts.	8
5. COOPERATION:	Always cooperative 9 to 10 pts.	Usually cooperative 8 pts.	Sometimes cooperative 5 to 7 pts.	Rarely cooperative 1 to 4 pts.	9
6. ATTENDANCE & PUNCTUALITY:	Tardiness with the allowable on or less 9 to 10 pts.	With written warning/s (1st Offense) 7 to 8 pts.	With one (1) day suspension (2nd Offense) 5 to 6 pts.	With 3 days suspension (3rd Offense) 1 to 4 pts.	10
7. SAFETY AND / OR HOUSEKEEPING:	No record of accident/infraction against our safety/ housekeeping rules. 9 to 10 pts.	No record of accident but w/ 1 infraction against our safety/ housekeeping rules 8 pts.	No record of accident but w/ 2 infraction against our safety/ housekeeping rules 5 to 7 pts.	Had an accident or had more than 2 infractions against our safety/ housekeeping rules 1 to 4 pts.	9
TOTAL					88

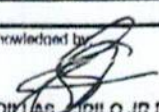
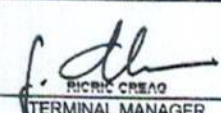
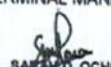
Previous Challenges and Accomplishments:

Areas of Strengths:

- HAS SOLID KNOWLEDGE OF HIS WORK, PERFORMS PRODUCTIVELY AND SHOWS DEDICATION TO HIS DUTIES.
- TAKES INITIATIVE BY BEING THE FIRST TO START LOADING CYLINDERS.
- HAS PERFECT ATTENDANCE
- PROMPTLY REMEDIES OIL ROOT WHEN NEEDED

Areas of Weaknesses / Development:

PER RATING	DESCRIPTION	Comments:
90-100	Outstanding	HE DELIVERED A GOOD PERFORMANCE IN HIS FIRST THREE MONTHS. HIS INITIATIVE, DEDICATION, AND PERFECT ATTENDANCE ARE COMMENDABLE. RECEIVED
75-89	Above Average	
50-74	Average	
49 below	Below Average	

Rated By:  DANICO MATALOGICO ATIENZA Assistant Manager Date: <u>9-14-08</u>	Acknowledged by:  RUDOLPH CIRILO JR DELA CRUZ CYLINDER REFILLER									
Approved by:  RICRIC CREAD TERMINAL MANAGER Date Signed: <u>10/10/08</u> mm / dd / yy Noted by:  SAVADOR D. OCHOA MRC- HR Associate Date Signed: <u>08-01-08</u> mm / dd / yy										
EMPLOYEE DETAILS: <table style="width: 100%; margin-top: 10px;"> <tr> <td style="width: 33%;">Date Hired: <u>June 23, 2005</u> mm / dd / yy</td> <td style="width: 33%;">Present Rate: 14,345.83 (MONTHLY)</td> <td style="width: 33%;">Amount of Increase: _____</td> </tr> <tr> <td>Date Appointed to Present Position: _____</td> <td></td> <td>Date of Last Increase: _____ mm / dd / yy</td> </tr> <tr> <td></td> <td></td> <td>New Rate: _____</td> </tr> </table>		Date Hired: <u>June 23, 2005</u> mm / dd / yy	Present Rate: 14,345.83 (MONTHLY)	Amount of Increase: _____	Date Appointed to Present Position: _____		Date of Last Increase: _____ mm / dd / yy			New Rate: _____
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		New Rate: _____								
FOR HUMAN RESOURCE MANAGEMENT DEPARTMENT										
Nature of Recommendation : _____ Approved Recommended Rate : _____ Approved Recommended Position : _____ Effectivity Date : _____ mm / dd / yy	Reviewed by:  Human Resource Department									

PER RATING	DESCRIPTION
90-100	Outstanding
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Date Received	Date Completed	Remarks Signature