



MINDBRIDGE RESOURCES CORPORATION

PERFORMANCE EVALUATION REPORT FORM

Name of Employee : **BRILLANTES JETHER S. JR.**

Location (Kindly check) : ☐ Head Office ☒ Plant

Rating Period : 5/22/2025 to August 20, 2025

Date of Rating: July 29, 2025

mm / dd / yy

Department: Operations

Plant: SPI CEBU

Purpose of Rating : (Kindly check)

☐ Regular Rating ☒ Completion of Probationary / Qualification Period ☐ Promotion ☐ Others:

Instructions: Please review 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.

Remarks: DEMONSTRATED STRONG TECHNICAL KNOWLEDGE AND CLEAR UNDERSTANDING OF HIS JOB.

9 pts.

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.

Remarks: CONSISTENT MEETS AND OFTEN EXCEEDS.

30 pts

3. INITIATIVE:

Always 9 to 10 pts.

Usually 7 to 8 pts.

Sometimes 5 to 6 pts.

Rarely 1 to 4 pts.

Remarks: SHOWN A PROACTIVE ATTITUDE

9 pts

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.

Remarks: DEPENDABLE AND COMMITTED TO HIS DUTIES

8 pts

5. COOPERATION:

Always cooperative 9 to 10 pts.

Usually cooperative 8 pts.

Sometimes cooperative 5 to 7 pts.

Rarely cooperative 1 to 4 pts.

Remarks: WORKS WELL WITH OTHERS

9 pts

6. ATTENDANCE & PUNCTUALITY:

Tardiness w/in the allowable no. 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.

Remarks: CONTRIBUTING TO THE TEAM'S OVERALL EFFICIENCY.

9 pts

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.

Remarks: ORGANIZED WORK AREA, ENSURING A SAFE ENVIRONMENT FOR ALL.

9 pts

TOTAL

88 pts

Previous Challenges and Accomplishments:

DEMONSTRATED CONSISTENT PERFORMANCE EVEN UNDER HIGH-PRESSURE SITUATIONS.

Areas of Strengths:

EXCELLENT TEAMWORK AND COMMUNICATIONS SKILLS.

Areas of Weaknesses / Development:

WEEK IMPROVEMENT THE TIME MANAGEMENT DURING PER

Rated By: SEAN LOUIE MASELLONES
 Printed Name & Signature

Date: 07/19/2005
 (mm / dd / yy)
 of PER discussion with
 Employee by Rater

Employee: JERRY BOLIVAR
 Printed Name & Signature

Date: _____
 (mm / dd / yy)
 of PER submitted by Ratee

COMPUTATIONS:

89 pts.

Approved by: SEAN LOUIE MASELLONES Date Signed: 07/19/2005
 mm / dd / yy

Approved by: _____ Date Signed: _____
 mm / dd / yy

President's Signature: _____ Date Signed: _____
 mm / dd / yy

EMPLOYEE DETAILS:

Date Hired: 05/12/05 Present Rate: 800.00 Per Day
 mm / dd / yy

Date Appointed
 to Present Position: Automotive electrician

Amount of
 Increase: _____
 Date of Last
 Increase: _____
 mm / dd / yy

New Rate: _____

FOR HUMAN RESOURCE MANAGEMENT DEPARTMENT

Nature of Recommendation: _____

Approved Recommended Rate: _____

Approved Recommended Position: _____

Effectivity Date: _____
 mm / dd / yy

Reviewed by:

8/10/05
 Human Resource Department

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PER RATING	DESCRIPTION
90-100	Outstanding
75-89	Above Average
50-74	Average
49 below	Below Average

Date Received	Date Completed	Remarks Signature