



PERFORMANCE EVALUATION REPORT FORM

Name of Employee: DOMALIANG, JOEY G. Date of Rating: Date Hired: April 23, 2025
 Position: BULLET HUSTLING DRIVER Department: LOGISTICS
 Location: SPI CALACA
 Rating Period: AUGUST - SEPTEMBER 2025
 Purpose of Rating: 5TH MONTH EVALUATION

Instruction: Please review notes on Guide to performance appraisal before accomplishing this form.

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

RECEIVED

06 JAN 2026

Previous Challenges and Accomplishments:

With Above Achievements

Areas of Strengths:

Proactive & Creative to duty

Areas of Weaknesses / Development:

Always follow orders

Rated By

Robert Soliver

Printed Name & Signature

Jan 15, 2025

Date

(mm/dd/yy)

Acknowledged By

Employee Name

Josy C. Ocampo/na

Printed Name & Signature

Date

1/15/2025

(mm/dd/yy)

RECOMMENDATIONS

Approved By

ALVIN JHON H. FORNAL
LOGISTICS MANAGER

Date Signed

mm/dd/yy

Approved by

MARICRIS ARIOLA
OFF. HR AND ADMIN HEAD

Date Signed

mm/dd/yy

President's Signature

Date Signed

mm/dd/yy

EMPLOYEE DETAILS

Date Hired 01/23/25

mm/dd/yy

Present Rate 700/PER DAY

Date Appointed to Present Position

Amount of Increase

Date of Last Increase

mm/dd/yy

New Rate

FOR HUMAN RESOURCE MANAGEMENT DEPARTMENT

Nature of Recommendation

Reviewed by

Human Resource Department

Approved Recommended Rate

Approved Recommended Position

Effectivity Date

mm/dd/yy

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

Passing Rate

