



MINDBRIDGE RESOURCES CORPORATION

PERFORMANCE EVALUATION REPORT FORM

TAGLE, JONATHAN
TAGLE, JONATHAN CUNARAN

Date of Rating: **September 01, 2020**

Name of Employee

Family Name

First Name

SSN

mm / dd / yy

Location (Kindly check)

Head Office

Plant

SA

Department

OPERATIONS

Location

North Hub, San Simon

Rating Period

From: **June 20, 2020**

To: **September 20, 2020**

Position

CYLINDER

Purpose of Rating

(Kindly check)

Regular Rating

Completion of Probationary / Qualification Period

Promotion

Others: **3rd MONTH EVALUATION**

REFILLER

Instructions: Please indicate rating on basis of Performance Appraisal factors 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.	9
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 w/in the allowable min 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:

- DEMONSTRATES GOOD KNOWLEDGE OF HIS WORK, SHOWING PRODUCTIVITY AND DEDICATION.
- TAKES THE INITIATIVE, BEING THE FIRST TO START LOADING CYLINDERS.
- HAS PERFECT ATTENDANCE.
- WILLING TO RENDER OT/RODT.

Areas of Weaknesses / Development:

PER RATING	DESCRIPTION	Comments:
90-100	Outstanding	HE HAS SHOWN COMMENDABLE PERFORMANCE OVER THE PAST THREE MONTHS. HIS DEDICATION, INITIATIVE, AND RELIABILITY GREATLY CONTRIBUTE TO THE OPERATIONS.
75-89	Above Average	
50-74	Average	
49 below	Below Average	

RECEIVED

18 OCT 2020

Rated By: <u><i>[Signature]</i></u> DANICO MATA OGUE ATENZA Assistant Manager Date: <u>9-11-25</u>	Acknowledged by: <u><i>[Signature]</i></u> TAGLE, JONATHAN CUNANAN CYLINDER REFILLER
Approved by: <u><i>[Signature]</i></u> RICRIC CREAG TERMINAL MANAGER	Date Signed: <u>10/03/25</u> mm / dd / yy
Noted by: <u><i>[Signature]</i></u> SANDY B. OCHOA MRC- HR Associate	Date Signed: <u>09-01-25</u> mm / dd / yy
EMPLOYEE DETAILS: Date Hired: <u>June 25, 2025</u> mm / dd / yy Date Appointed to Present Position: _____ Present Rate: 14,345.83 (MONTHLY) 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: <u><i>[Signature]</i></u> <u>10/10/25</u> 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