



MINDBRIDGE RESOURCES CORPORATION

PERFORMANCE EVALUATION REPORT FORM

Name of Employee : SUPAN, KATRINE CARL ESQUERRA of Rating: August 01, 2025
Family Name, First Name M. I. mm / dd / yy
Location (Kindly check) : ☐ Head Office ☒ Plant SPI Department: LOGISTICS
Rating Period : From August 11, 2025 To : November 09, 2025 Location: North Hub, San Simon
mm / dd / yy mm / dd / yy Position: OPERATIONS ANALYST
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.	8
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
Remarks : Completing any tasks that have been desinated to her. HR Sarah					
3. INITIATIVE:	Always 9 to 10 pts.	Usually 7 to 8 pts.	Sometimes 5 to 6 pts.	Rarely 1 to 4 pts.	8
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 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.	9
7. SAFETY AND / OR HOUSEKEEPING:	No record of accident/infracton against our safety/ housekeeping rules. 9 to 10 pts.	No record of accident but w/ 1 infracton against our safety/ housekeeping rules 8 pts.	No record of accident but w/ 2 infracton against our safety/ housekeeping rules 5 to 7 pts.	Had an accident or had more than 2infractons against our safety/ housekeeping rules 1 to 4 pts.	9
TOTAL					86

Previous Challenges and Accomplishments:

Areas of Strengths:

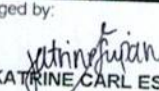
Areas of Weaknesses / Development:

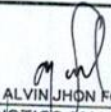
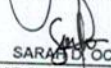
- Need to develop how to interact with drivers, and O.I for gap lesser work.

RECEIVED

17 JAN 2026

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

Rated By :  LIM FERRANCO SENIOR LOGISTICS SUPERVISOR Date: <u>1-5-25</u>	Acknowledged by:  SUPAN, KATRINE CARL ESGUERRA Date:
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Approved by :  ALVIN JHON FORNAL LOGISTICS MANAGER/SPI	Date Signed : <u>1/6/26</u> mm / dd / yy
Noted by :  SARAH D OCHOA MRC- HR Associate	Date Signed : <u>8/1/25</u> mm / dd / yy

EMPLOYEE DETAILS:		
Date Hired: <u>May 13, 2025</u> mm / dd / yy	Present Rate: <u>15,617.71</u>	Amount of Increase: Date of Last Increased: mm / dd / yy
Date Appointed to Present Position: _____	New Rate: _____	

FOR HUMAN RESOURCE MANAGEMENT DEPARTMENT		
Nature of Recommendation : _____	Reviewed by:  Human Resource Department	<u>1/16/26</u>
Approved Recommended Rate : _____		
Approved Recommended Position : _____		
Effectivity Date : _____ mm / dd / yy		

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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