



MINDBRIDGE RESOURCES CORPORATION PERFORMANCE EVALUATION REPORT FORM

Name of Employee : **BUCU, LESTER DELA PEÑA** Date of Rating: **September 01, 2025**
Family Name, First Name M. I.
Location (Kindly check) : ☐ Head Office ☒ Plant **SPI** Department: **LOGISTICS**
Rating Period : From **September 27, 2025** To : **December 26, 2025** Location: **North Hub, San Simon**
mm / dd / yy mm / dd / yy Position: **REAL TIME GPS TRACKER**
Purpose of Rating : (Kindly check)
☐ Regular Rating ☒ Completion of Probationary / Qualification Period ☐ Promotion ☐ Others: **3rd MONTH EVALUATION**

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.	30
3. INITIATIVE:	Always 9 to 10 pts.	Usually 7 to 8 pts.	Sometimes 5 to 6 pts.	Rarely 1 to 4 pts.	7
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.	8
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 / 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					79

Previous Challenges and Accomplishments:

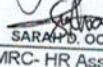
Areas of Strengths:

Areas of Weaknesses / Development:

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

RECEIVED

17 JAN 2026

Rated By :  LIM FERRANCO SENIOR LOGISTICS SUPERVISOR Date: <u>1-5-26</u>	Acknowledged by:  BUCU, LESTER DELA PEÑA REAL TIME GPS TRACKER									
Approved by :  ALVIN JHON FORMAL LOGISTICS MANAGER/SPI	Date Signed <u>1/6/26</u> mm / dd / yy									
Noted by :  SARAH D. OCHOA MRC- HR Associate	Date Signed <u>9/1/25</u> mm / dd / yy									
EMPLOYEE DETAILS: <table style="width: 100%;"> <tr> <td style="width: 33%;">Date Hired: <u>September 27, 2025</u> mm / dd / yy</td> <td style="width: 33%;">Present Rate: 15,125.89 (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>September 27, 2025</u> mm / dd / yy	Present Rate: 15,125.89 (MONTHLY)	Amount of Increase: _____	Date Appointed to Present Position: _____		Date of Last Increase: _____ mm / dd / yy			New Rate: _____
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FOR HUMAN RESOURCE MANAGEMENT DEPARTMENT <table style="width: 100%;"> <tr> <td style="width: 50%;">Nature of Recommendation : _____</td> <td style="width: 50%;">Reviewed by: </td> </tr> <tr> <td>Approved Recommended Rate : _____</td> <td>Human Resource Department</td> </tr> <tr> <td>Approved Recommended Position : _____</td> <td></td> </tr> <tr> <td>Effectivity Date : _____ mm / dd / yy</td> <td></td> </tr> </table>		Nature of Recommendation : _____	Reviewed by: 	Approved Recommended Rate : _____	Human Resource Department	Approved Recommended Position : _____		Effectivity Date : _____ mm / dd / yy		
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Date Received	Date Completed	Remarks Signature