



MINDBRIDGE RESOURCES CORPORATION

PERFORMANCE EVALUATION REPORT FORM

Name of Employee : **DABALOS** **MARK** **Y**

Date of Rating: December 10, 2025

Location (Kindly check) : Head Office ☒ Plant

mm / dd / yy

Rating Period : 9/15/2025 to: December 2025

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.	6 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.	30 pts
3. INITIATIVE:	Always 9 to 10 pts.	Usually 7 to 8 pts.	Sometimes 5 to 6 pts.	Rarely 1 to 4 pts.	7 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.	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.	8 pts
6. ATTENDANCE & PUNCTUALITY:	Tardiness w/n 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 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 2infractions against our safety/ housekeeping rules 1 to 4 pts.	9 pts
TOTAL					77 pts

Previous Challenges and Accomplishments:

ASSISTING TEAM MEMBER AND CONTRIBUTING TO SMOOTH WORK FLOW OPERATIONS.

Areas of Strengths:

RELIABLE TEAMWORK, ALWAYS SUPPORTING COLLEAGUES AND MAINTAINING A POSITIVE SHOP ENVIRONMENT.

P1

RECEIVED

06 FEB 2026

Areas of Weaknesses / Development:

COULD STRENGTHEN DOCUMENTATION AND NOTES ON REPAIR ORDERS FOR CLEAR COMMUNICATIONS -

Rated By : STAN LOYER MATHWONK
Printed Name & Signature

Employee : Mark Y. Dabalos
Printed Name & Signature

Date : _____
(mm / dd / yy)
of PER discussion with
Employee by Rater

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

COMPUTATIONS:

Approved by : JOHN KIMPEL MALALUAN
TERMINAL MANAGER Date Signed

12/18/25
mm / dd / yy

Approved by : _____ Date Signed

mm / dd / yy

President's Signature : _____ Date Signed

mm / dd / yy

EMPLOYEE DETAILS:

Date Hired: 09/15/2025 Present Rate: P 540.00
mm / dd / yy

Date Appointed
to Present Position: MECHANIC

Amount of
Increase: _____

Date of Last

Increase: _____
mm / dd / yy

New Rate: _____

FOR HUMAN RESOURCE MANAGEMENT DEPARTMENT

Nature of Recommendation : _____

Reviewed by:

Approved Recommended Rate : _____

[Signature]
Human Resource Department

Approved Recommended Position : _____

Effectivity Date : _____
mm / dd / yy

P2

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

Date Received	Date Completed	Remarks Signature