Individual Monthly Accomplishment Report
January 2023

OFFICE: <u>INFORMATION AND COMMUNICATIONS TECHNOLOGY DIVISION (ICTD)</u>

CORE FUNCTION or SUPPORT FUNCTION (1)	SUCCESS INDICATORS (Targets + Measures) (2)		QUANTITY				QUALITY				TIMELINESS				REMARKS (15)
			Carry -over of Pending (Previous Quarter) (3)	Received for the Quarter (4)	Acted Upon for the Quarter (5)	Total Pending (6)	< TARGET (7)	=TARGET (8)	>TARGET (9)	AVERAGE (10)	< TARGET (11)	=TARGET (12)	>TARGET (13)	AVERAGE (14)	
1 Winessing of LTCP Activities ICN	E = 100% acted upon as it comes	E = 1 ICN Witnessed activity	0	1	1	0									
	Q = Meet all content requirement	Q = Meet all content requirement					0	1	0	100%					
	T = 44.98 mins upon receive	4 mins									0	16	0	192.22%	
3 LRA Website Management	E = 100% acted upon as it comes	E = 4 Request updated	0	4	4	0									
	Q = Meet all content requirement	Q = Meet all content requirement					0	4	0						
	T = meet deadline	T = Met deadline								100%	0	9	0	100%	
4 DTS Developement (on going development)	E = 100%	E = 95% done	0	95%	95%	0%									
	Q = Meet all content requirement	Q = Meet all content requirement					0	95%	0	95%					
	T = meet deadline	T = on going dev.									95%	0	0	95.00%	
5 ARDDRD ONLINE ELECTION WEB APP	E = 100%	E =1 application	0	1	1	0									
	Q = Meet all content requirement	Q = Meet all content requirement					0	1	0	100%					
	T = meet deadline	T = Met deadline									1	0	0	100.00%	

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Instruction:

* Column (1) - Specify core and support functions as stated in the OPCR
* Column (2) - Specifiy success indicators a stated in the OPCR form, one row per success indicator
* Column (3) - On the row opposite the Quantity (QTY) success indicator, specify count of pending transactions from previous quarter
* Column (4) - On the row opposite the Quantity (QTY) success indicator, specify count of transactions received for the quarter
* Column (5) - On the row opposite the Quantity (QTY) success indicator, specify count of transactions acter upon for the quarter
* Column (6) - Computed as Column (3) + Column (4) - Column (5). Place result on the row opposite the Quantity (QTY) success indicator
* Column (7) - On the row opposite the Quantity (QTY) success indicator, specify count of acted upon transactions with quality less than the target
* Column (8) - On the row opposite the Quantity (QTY) success indicator, specify count of acted upon transactions with quality equal to the target
* Column (9) - On the row opposite the Quantity (QTY) success indicator, specify count of acted upon transactions with quality more than the target
* Column (10) - On the row opposite the Quantity (QTY) success indicator, specify the average quality of all acted upon transactions
* Column (11) - On the row opposite the Quantity (QTY) success indicator, specify the count of transactions acted upon less than the target
* Column (12) - On the row opposite the Quantity (QTY) success indicator, specify the count of transactions acted upon equal to the target
* Column (13) - On the row opposite the Quantity (QTY) success indicator, specify the count of transactions acted upon more than the target
* Column (14) - On the row opposite the Quantity (QTY) success indicator, specify avergae processing time of all acted upon transactions