



UNIVERSITY OF THE PHILIPPINES MANILA

JOB ORDER/CONTRACT OF SERVICE EVALUATION TOOL

Evaluation Period: _____

Employee Name:	Unit:
Position:	Monthly compensation:

Are the expected outputs and assigned tasks, as provided in the contract of service, delivered or met by the abovementioned staff? ((Please check the appropriate box)

YES NO

Are the services provided by the staff still needed in their place of assignment? (Please check the appropriate box)

YES NO

Recommendation: (Please check the appropriate box)

For renewal of contract For termination/non-renewal of contract

NOTES/COMMENTS:

Signature over printed name of head of office or supervisor where JO/COS is assigned

Date