QUARTERLY PHYSICAL REPORT OF OPERATION

Fiscal Year 2016

Department :Presidential Communications Operations Office
Agency : PCOO - Proper
Operating Unit :
Organizational Code (UACS) :

x	Current Year Appropriations
	Supplemental Appropriations
	Continuing Appropriations
	Off-Budget Account

Particulars	UACS CODE	Physical Targets					Physical Accomplishment					Variance as of November 30, 2016	Remarks
		1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total		
1	2	3	4	5	6	7=(3+4+5+6)	8	9	10	11	12=(8+9+10+11	13	14
A. MFO 1 Media Operations Services													
P1 Set 1													
Quantity - Percentage of coverage arrangements conducted for presidential visits		90%	90%	90%	90%	360%	100%	100%	100%	100%	400%	40%	
Quality - Coverage arrangements for presidential events rated good or better		90%	90%	90%	90%	360%	100%	100%	100%	100%	400%	40%	
Timeliness - Percentage of coverage arrangements completed one day before the event/visit		90%	90%	90%	90%	360%	100%	100%	100%	100%	400%	40%	

Particulars	UACS CODE	Physical Targets					Physical Accomplishments					Variance as of November 30, 2016	Remarks
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1	2	3	4	5	6	7=(3+4+5+6)	8	9	10	11	12=(8+9+10+11	13	14
P1 Set 2													
Quantiy - Percentage of news and photo releases disseminated		95%	95%	95%	95%	380%	99%	99%	99%	100%	397%	17%	
Quality - Percentage of disseminated news and photo releases adopted/utilized		85%	85%	85%	85%	340%	99%	99%	99%	100%	397%	57%	
Timeliness - Percentage of news and photo releases disseminated within one hour after the event		95%	95%	95%	95%	380%	99%	99%	99%	100%	397%	17%	

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B.. Support to Operations (STO) Office of the Underseretary for Legislative, Liaison and Policy and Planning													
Indicator													
1. %age of recommended actions adopted by the Seretary and other clients		99%	99%	99%	99%	396%	99%	99%	99%	100%	397%	1%	
2.%age of legal legislative/ planning opinions and outputs released within the presecribed period		99%	99%	99%	99%	396%	99%	99%	99%	100%	397%	1%	

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1	2	3	4	5	6	7=(3+4+5+6)	8	9	10	11	12=(8+9+10+11	13	14
EDP Division & New Media Services													
Indicator:													
1. %age of posts that have likes and shares/visitors		100%	100%	100%	100%	400%	100%	100%	100%	100%	400%	0%	
2. %age of presidential news releases posted within an hour after the event.		100%	100%	100%	100%	400%	100%	100%	100%	100%	400%	0%	
C. General Administration and Support Services (GASS) Office of the Secretary, Undersecretaries for Operations, Special Concerns and Administration and Finance													

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1	2	3	4	5	6	7=(3+4+5+6)	8	9	10	11	12=(8+9+10+11	13	14
Indicator:													
1. %age of actual external/ internal stakeholder's concerns approximately responded to.		95%	95%	95%	95%	380%	100%	100%	100%	100%	400%	20%	
2. %age of actual external/ internal stakeholder's concerns approximately responded to.		95%	95%	95%	95%	380%	95%	95%	95%	100%	385%	5%	
Administrative Service													
Indicator:													
1. Satisfaction rate by PCOO Proper operating units of the administrative and logistic services provided		95%	95%	95%	95%	380%	95%	90%	90%	100%	375%	-5.00%	

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1	2	3	4	5	6	7=(3+4+5+6)	8	9	10	11	12=(8+9+10+11	13	14
2. On time delivery of administrative and logistic services provided		93%	93%	93%	93%	372%	95%	95%	95%	100%	385%	13%	
Finance and Management Service													
PI 1: Budget Utilization Rate													
a) Obligation BUR		95%	95%	95%	95%	380%	100%	100%	100%	100%	400%	20%	
b) Disbursements BUR		90%	90%	90%	90%	360%	85.34%	100%	100%	100%	385%	25.00%	
PI 2: Compliance to COA Reporting Requirements within the mandated time													
a) Financial Statements		95%	95%	95%	95%	380%	95%	95%	95%	100%	400%	20%	
b) Report on Ageing of Cash Advances		100%	100%	100%	100%	400%	100%	100%	100%	100%	400%	0%	

***Average**

Prepared by:

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