

No	Functional Objectives	KPIs	Target	Functional Unit	Time Frame	Monitoring Method/	Frequency of Monitoring	Actual Accomplishment
1	To provide leadership and vision to carry out information strategic plan and guidance and coordination necessary to ensure technology related efforts are planned in conjunction with the agency.	IT ADMINISTRATION Monitors, maintains and make recommendations HARDWARE - Desktop - Laptop - Printers - Scanners - Network Devices NETWORK SERVICES - LAN - Wireless - Remote	100% allocated IT equipment and network services are working	Information Systems Unit	Quarterly Maintenance	Preventive and Monitoring Schedule / HW Inventory	3 months	
		TECHNICAL SUPPORT Assistance to: MS Office Applications Emails and online transactions Software installation and implementation Application Systems Training	100% of the installed systems are working / 80% of the end-users are applications users or atleast MS office and web-email applications literate	Information Systems Unit	Quarterly Maintenance	Preventive and Monitoring Schedule / SW Inventory	3 months	
		SYSTEMS & SOCIAL MEDIA ADMINISTRATION PSC official website Batang Pinoy Philippine National Games Other Major events and projects Social Media PSC Batang Pinoy PNG Women in Sports Hall of Fame PSI	200 updates per semester / all relevant information must be uploaded	Information Systems Unit / Public Relations Office	Daily	IPCR	6 months	
		IT SPECIAL SERVICES 1. Layout and Graphic Designs - Logos - Tarpaulins - Shirts - Media ads 2. Field Event Support	100% of the graphic requirement are submitted / 100% of the IT related services are delivered	Information Systems Unit	Project based	Approved Designs / Event Conduct	Upon project completion	