INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR) "Exhibit A"

on the attainment of the following targets in accordance with the indicated measures for the period April 2024 to December 2024 I, MAREJEN A. VILLAREMO, Instructor of the Eco-Farm and Resource Management Institute (Eco-FARMI) commits to deliver and agrees to be rated

MAREJEN A VILLAREMO Ratee

No.

Director/Head of Unit

Approved:

MFO OVPI UMFO 3. Higher Education Management Services UMFO 2. HIGHER EDUCATION SERVICES implemented and coordinated, PI 5: Total FTE, Description of MFO's/PAPs A 9. Actual Faculty's FTE prescribed period sheets submitted within A 10. Number of grade Preparation Indicators (PI) Performance Success/ Activities / Program/ Projects submits on or gradesheet and teaches courses Handles and Prepares before deadline assigned Assigned Tasks Target 2 Accomplish Actual ment Quality Eficiency Rating **Timeliness** Average numerators and supported with denominators) (Indicators in percentage should be numerical REMARKS values in

	* % 10				
	PI 8: Number of students advised:				
A 17. Number of students advised on thesis/ field practice/special problem:	PI 8: Number of A 16. Number of students advised: students advised:	A 15. Number of lab reports and term papers checked and graded	A 14. Number of term exam administered and checked	A 14. Number of quizzes administered and checked	A 12. Number of trainings attended related to instruction
					Trainings attended
	Acts as academic adviser to students	Checks lab reports and term papers submitted as required (per section)	Administers and checks midterm and final examination for subjects taught	Prepares and checks quizzes for lec and lab	Attend mandated trainings
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	PI 10: Number of instructional materials developed *			
Copposition of the Control of the Co	A 21. Number of on- line course ware developed and submitted :	A 18. Number of students entertained for consultation purposes	As SRC Member	As Thesis Adviser
			Advising/correcti Advises and corrects research out and thesis/S manuscript	
Power Point presentation, video clips, movie clips, reading assignments depending on course taught	Prepares and submits for review by the Technical Review Panel	Entertains students consulting on subject taught, thesis and grades	Advises and corrects research outline and thesis/SP manuscript	Advises, and corrects research outline and thesis/SP manuscript
10		50	20	22
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				_		SERVICES	4. EXTENSION SERVICES	UMFO 4.
				Evaluation				
	_			Review and				
				in-house				
			_	report for RDE				
				project/study				
				consolidates				
				Preapres/				
		,		presentation				
	_			paper for		house review)		
			_	reproduces		a/conferences (In-		
				Prepares/		In institutional for		
				a/conferences			fora/conferences	
				in scienfic for	_	fora/conferences *	int'l	
				research paper	nt'l	regional/national/ int'l	regional/national/	_
	_			presents		presented in	presented in	
				submits and		research outputs	research outputs	
				Prepares,		A 30. Number of	Pl 4. Number of	
						year		
					the	submitteed within the	the year*	
			_	proposal		created and	completed within	
			_	submit research		research proposal	research outputs	
				Create and		A 28. Number of	PI 3. Number of	
						SERVICES	3. RESEARCH SERVICES	UMFO 3.
			,	Classroom				
			S	Google		1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		
			_ 0	either Moddle or	1	operational		
	-			classroom using	and	classroom created and		
				Creates virtual	irtual	A 24. Number of virtual		

visitors/farmers visited and entertained in the Demonstration farm for extension services	raining conducted under extension project PI 2. Number of trainees participated the training		PI 2. Number of trainees weighted by the length of training	pt 1. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities
A 38. Number of visitors/farmers visited and entertained in the Demonstration farm for extension services	A 38. Number of training conducted under extension project A 38. Number of trainees participated the training		A 37. Number of trainees weighted by the length of training	A 36. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders facilitated and maintained
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Entertains and assists Demofarm visitors	Conducts trainings under the extension program Conducts trainings under the extension program	Facilitates training/lecture; hands-on	Conducts trainings among beneficiaries of technologies for transfer	Identifies and links with probable partners for extension activities and maintains this active partnership
10	2 25	Ch	15	
	4			
			41	
		1		

	200			100				
	Pl 4. Percentage	A 39. Percentage of		Frovides quality				
	of beneficiaries	beneficiaries who rated		and relevant				
	who rated the	the training course/s		training courses				, i
	training course/s	and advisory services		and advisory	85%			
	and advisory	as satisfactory or		services	00/0			
	services as	higher in terms of						
	satisfactory or	quality and relevance						
	higher in terms of							
	PI 5. Number of	A 40. Number of		Provides the				
	technical/expert	technical/expert		technical and				
	services	services as/in:		expert services	20			
				requested by	_			
				beneficiaries				
	Pl 11. Additional	A 42. No. of extension-						
	outputs *	related awards (extn.						
		conducted by faculty or						
		student & faculty)						
								1
		Number of leaflets		Design, print,				
		distributed to the		and distribute				
		farmers and interested		leaflets to the				
		individuals within the		farmers and		,		
		year		interested	25			
				individuals				
				within the year				
UMFO	SUPPORT T	UMFO 5. SUPPORT TO OPERATIONS						
OVBI ME	O A Drogram	and Institutional Accre	ditation Service	200				
OVE MI	-O 4. Program	OVFI MEO 4. Program and institutional Accreditation Services	allation service	Ces				

	UMF	
PI 2. Zero percent complaint from clients served	3 6. General Adr	to all requirements thru theQMS core the established/adeq university und university und improvement of the QMS of the core processes of the core processes of the the quarte core processes of the core processes of the core processes of the core processes of the the quarte core processes of the core processes of the core processes of the the quarter than the the quarter than the core processes of the core processes o
complaint from clients served services	UMFO 6. General Admin. & Support Services (GASS)	A 44. Compliance to all requirements of theQMS core processes of the university under ISO 9001:2015*
	ices (GASS)	
Entertains clients and stakeholders and ensure that their concerns are acted to faculty concerned and helps facilitate the implementation and RDE programs of Eco- FARMI		Ensures that all the QMS core processes of the university are complied with in the performance of his/her functions as faculty member
100 compliant		Zero% non- conformity
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PI 4: Response to NCs and CARS issuances		PI 3: Additional Outputs	
PI 4: Response to Percentage of NCs NCs and CARS received and acted issuances	No. of SPMS documents evaluated and signed (IPCR and OPCR)	A 47. Number of new initiatives introduced resulting to best practice replicated/benchmarke d by other depts/agencies *	
		Initiates/introduc es improvements in performfing functions resulting to best practice	Provides support services and assistance in the operation of the administrative function of Eco- FARMI, and performs other related tasks as maybe assigned from time to time
0%	_		100 compliant
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Adjectival Rating	Average Rating	Rating	Total Over-all			
ing	lg				received and acted	Percentage of CARs
				0%		

Evaluated and rated by:

Received by:

Approved by:

IVY C. EMNACE

Director, Research

Date:

JEROME O. ARRIBADO

Director, Eco-FARMI

Date: Unit 21,7674

SANTIAGO T. PEÑA, JR.

Vice President for Research, Extension and Innovation