



Objectives, Targets, and Programs (OTP)

Year: 2023

Office: ECOLOGICAL FARM AND RESOURCE MANAGEMENT INSTITUTE

A. OBJECTIVES

A.1 Research and Innovation Program

- A.1.1 At least 2% of the research outputs are published in internationally- refereed of CHED recognized journal within the year
- A.1.2 At least 1 research output in the last 3 years are utilized by the industry or by other beneficiaries
- A.1.3 At least 1 research output is completed within the year
- A.1.4 At least 1 research proposals aligned to innovative/emerging technologies

A.2 Technical Advisory Extension Program

- A.2.1 Establish/maintain 5 active partnerships in LGU, Industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities
- A.2.2 Train 1,000 trainees weighted by the length of training
- A.2.3 Organize and support at least 1 extension program in consistent with the SUC's mandated and priority programs
- A.2.4 At least 90% of the beneficiaries have rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance

A.3 Needs and Expectations of Interested Parties

- A.3.1 **(Students)** All students who are required to conduct thesis are mentored on the conduct of research
- A.3.2 **(Faculty, Staff, and Administrative and Support Staff)** 100% of RDEI faculty and staff are working in good and safe working environment with adequate facilities and resources
- A.3.3 **(Faculty, Staff, and Administrative and Support Staff)** RDEI faculty and staff have attended at least one training and personnel development per year
- A.3.5 **(Community)** At least 10% of the target communities' needs on technical assistance, trainings, capacity- building activities are addressed/conducted on time based on requests
- A.3.6 **(Government agencies, Non-government agencies and regulatory/accrediting bodies)** At least 85% of project/activity reports are submitted on time
- A.3.7 **(Government agencies, Non-government agencies and regulatory bodies)** At least 95% of project funds are utilized
- A.3.8 **(Accrediting Agencies)** 100% compliant with standards and requirements with accrediting bodies

Indicators and Targets²:

B.1 Research and Innovation Program



- B.1.1 2 % of research outputs published in internationally- refereed of CHED recognized journal within the year
- B.1.2 1 research outputs in the last 3 years utilized by the industry or by other beneficiaries
- B.1.3 1 research outputs completed within the year
- B.1.4 1 research proposals aligned to innovative/emerging Technologies

B.2 Technical Advisory Extension Program:

- B.2.1 5 active partnerships in LGU, Industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities
- B.2.2 1,000 trainees weighted by the length of training
- B.2.3 1 extension programs organized and supported consistent with the SUC's mandated and priority programs
- B.2.4 90% percent of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance

B.3 Needs and Expectations of Interested Parties

- B.3.1 **(Students)** 100% of all students who are required to conduct thesis are mentored on the conduct of research
- B.3.2 **(Faculty, Staff, and Administrative and Support Staff)** 100% of RDEI faculty and staff are working in good and safe working environment with adequate facilities and resources
- B.3.3 **(Faculty, Staff, and Administrative and Support Staff)** RDEI faculty and staff to participate training and personnel development at least 1 training per year
- B.3.4 **(Faculty, Staff, and Administrative and Support Staff)** 5 % of employees are recognized, and rewarded
- B.3.5 **(Community)** At least 10% of the target communities' needs on technical assistance, trainings, capacity- building activities are addressed/conducted on time based on requests
- B.3.6 **(Government agencies, Non-government agencies and regulatory bodies/accrediting)** At least 85% of project reports/activity are submitted on time
- B.3.7 **(Government agencies, Non-government agencies and regulatory bodies)** At least 95% of project funds are efficiently utilized
- B.3.8 **(Accrediting Agencies)** 100% compliant with standards and requirements with accrediting bodies

² Refer to the targets in the OPCR of the office as aligned to the objectives

Programs/ Action Plans

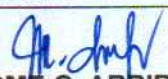
(Action Plans should be appropriate in minimizing or eliminating the risks and maximizing the opportunities to achieve the targets and objectives)



Risk ID	Action Description	Target Implementation Date	Resources Needed	Are resources available?	Responsible Person/ Office
A1- Publication of research outputs					
EFARMI-23-W1 -R1 Core staff are junior and most of them are scheduled for study leave	Update the faculty development plan and replacement for the retired-higher positions	February to December 2023	Computers, RPs; Internet connection	Yes	OVPREI, Research Centers and Colleges
EFARMI-23-T1-R2 Limited research opportunity	Collaborate with other Departments/Units for possible research opportunity	March to December 2023	Computer, RPs	Yes	OVPREI, Research center
EFARMI-23-W2-R3 Junior staff have high teaching workload	Coordinate and ask with affiliated departments to reduce number of teaching load	February to December 2023	Computers, RPs; Internet connection	Yes	Research Centers and College
EFARMI -23-W3-R6 Limited budget allocation for the maintenance of research facilities	Request budget for maintenance or allocate research budget for the maintenance	February to December 2023	Computers, RPs; Internet connection	Yes	OVPREI, and Research Center
EFARMI-23-W4-R7 Financial support for extension travel activities	Request additional budget from the extension office, and coordinate with the LGUs for a counter-part expense	February to December 2023	Computers, RPs; Internet connection	Yes	OVPREI, and Research Center
EFARMI-23-T2-R8 Technology Alteration by recipient who might engage with commercialization	Visit the recipient, discuss and investigate if the technology alteration is true	February to December 2023	Computers, RPs; Internet connection	Yes	Research Center

Prepared by:	Reviewed by:	Approved by:
 JEROME O. ARRIBADO Process Owner/ Unit Head	DILBERTO O. FERRAREN Risk Manager	ALELI A. VILLOCINO Quality Management Representative
DANIEL LESLIE S. TAN OIC President	Date: Nov. 20, 2023	Date: Click here to enter a date.



MONITORING AND REVIEW			
(To be conducted and filled out by the process owner & deputy Risk Manager)			
Date of Monitoring/ Review		20/11/2023	
Monitored/ Reviewed by:		 JEROME O. ARRIBADO	
Risk/ Opportunity ID	Method Used	Percent Compliance	Remarks
EFARMI-23-W1-R1	Update the faculty development plan and replacement for the retired-higher positions	80%	<p>The institute's faculty development plan update for the year 2023 was not yet done because we have a faculty development plan from 2022-2026 which was approved on January 25, 2023. We will update this by 2024 when our on-study leave faculty will return and/or they have a replacement for the items of Dr. Fe M. Gabunada, and Dr. Pastor P. Garcia.</p> <p>We have already submitted the request letter to the OVPA for a lower position in replacement of the higher positions available in the Institute. We are waiting for the minutes of the meeting by the APB for the requested lower position in replacement of Dr. Gabunada's Professor VI position.</p> <p>We have done the process of recruiting the Associate Professor IV item of Dr. Pastor P. Garcia, but no applicants have qualified.</p>
EFARMI-23-T1-R1	Collaborated with other Departments/Units for possible research opportunity	70%	<p>Faculty of the Institute are part of the VSU team on the research proposal entitled "AMR surveillance and health-associated risks in vegetable farms and farm produce: A One Health approach of probing farm-to-fork continuum" with the proposal date of implementation on January 1, 2025. The team is still waiting for the approval of the research proposal.</p> <p>The Institute will also be participating in the research</p>



			proposal on Developing Training and Certification for Permaculture in Disasters and Displacement in Tropical Climate Vulnerable Food Systems together with the Green Releaf (NGO) and selected faculty of CFES, VSU. The Institute will continue to collaborate with other Departments/Units in VSU for possible research opportunities.
EFARMI-23-W2-R3	Coordinated and asked with affiliated departments to reduce the number of teaching load	100%	The departments where the faculty are affiliated were already coordinated about the teaching load. The teaching load of the Institute's faculty will depend on the availability of their teaching faculty.
EFARMI-23-W3-R6	Request budget for maintenance or allocate research budget for the maintenance	100%	The communication letters were already submitted to Engineer Marlon G. Burlas and Professor Rosa Ophelia D. Velarde about our request for an additional budget for maintenance.
EFARMI-23-W4-R7	Requested additional budget from the extension office, and coordinated with the LGUs for a counter-part expense	100%	An additional budget for additional extension project staff from the extension office was granted and coordinated with the LGUs and farmers/training participants for the expenses of training inputs.
EFARMI-23-T2-R8	Visit the recipient, discuss and investigate if the technology alteration is true	100%	The Institute staff have talked and discussed this technology alteration with one of the members of the group who adopted and reproduced the technology for commercialization, and he said it was true because of the buyer's request. We don't have yet the photo documentation of this visit because we are planning to visit the technology recipient during the formulation of the technology by the end of November or December 2023.



ACTION VERIFICATION / FOLLOW-UP (To be conducted and filled out by the Risk Manager)			
Date of Verification	21/11/2023		
Verified by:	PRECILA C. BELMONTE		
Risk/ Opportunity ID	Remarks	Status	
EFARMI-23-W1-R1	<p>Not complied.</p> <p>Update the Institute's faculty development plan when the faculty who are on study leave return and/or you have already a replacement for the items of Dr. Fe M. Gabunada, and Dr. Pastor P. Garcia.</p> <p>The Institute will continue hiring for the vacated position.</p>	Open	
EFARMI-23-T1-R1	<p>Not complied.</p> <p>Faculty of the Institute are involved in the research proposal made and submitted by the VSU team. The Institute will continue to collaborate with other Departments/Units in VSU for possible research opportunities.</p>	Open	
EFARMI-23-W2-R3	Complied	Closed	
EFARMI-23-W3-R6	Complied	Closed	
EFARMI-23-W4-R7	Complied	Closed	
EFARMI-23-T2-R8	Complied	Closed	
Final Status:	Remarks:	Approved by:	Date:
<input type="checkbox"/> Closed <input type="checkbox"/> Open (for re analysis and re-filing of actions plans)		<u>DILBERTO O. FERRAREN</u> Risk Manager	