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Visayas State Univesity
PHILIPPINE ROOT CROP RESEARCH AND TRAINING CENTER
Visca, Baybay City, Leyte

OFFICE PERFORMANCE COMMITMENT REVIEW FORM (OPCR)
(TARGET and ACCOMPLISHMENT
</div>

I, **EDGARDO E. TULIN**, head of **PhilRootcrops** commits to deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period January 2021 to December 2021.

EDGARDO E. TULIN Director	**ROSA OPHELIA D. VELARDE** Director for Research, OVPRE	**MARIA JULIET C. CENIZA** VP for Res, Ext & Innovation

Appt/Status	Position Title	Number
Head	Director,Univ. Prof.	1

Rating Equivalents:
5 – Outstanding
4 – Very Satisfactory
3 – Satisfactory
2 – Fair
1- Poor

	Position Title	Number
Regular Faculty wt Vacation / Sick Leave Status	University Professor	3
	Professor VI	1
	Professor V	1
	Professor IV	1
	Professor II	2
	Asst. Professor II	2
	Instructor I	5
Regular Administrative Personnel	Senior Agriculturist	1
	Administrative Aide IV	2
	Administrative Aide III	1
	Administrative Aide I	1
Casuals	Administrative Aide III	1
	Administrative Aide II	2

Note: 15 multi-disciplined core personnel however, 1 is on study leave for Ph.D, 6 are holding key administrative positions in the University (University President, VP for Planning and Res. Gen, VP for Administration and Finance, Dean of the Graduate School, Director for Innovation, and Center Assistant Director

Ms. Cynthia Dolores V. Godoy retired on March 23, 2021, Ms. Anita D. Troyo retired on April 27, and 2021, Mr. Narciso C. Bathan retired on July 1, 2021, Dr. Julie D. Tan retired on July 4, 2021, Dr. Jose L. Bacusmo retired on September 20, 2021 and Mr. Enrique B. Abogadie retired on November 8, 2021.

	Administrative Aide I	2	
Contractuals	SRAs & Aides (PS)	6	
	Laborers (GAA funded)	38	
	Total	**66**	

MFO No.	Description of MFO's/PAPs	Success Performance Indicators (PI)	Units/Persons Responsible	Center Target	% of Accomplish-ment	Details of Accomplishment	Rating				REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
							Quality	Effeciency	Timeliness	Average	
UMFO1. ADVANCED EDUCATION SERVICES											
OVPI MFO 1. Graduate Degree Program Management Services											
	PI 1: Percentage of graduate school faculty in research work applied in any of the following										
		a. Pursuing advanced research degree		1	100%	Ms. Ladie Ann Palermo-					1/1

		program (Ph.D)*				Conde University of Otago, New Zealand					
		b. Actively pursuing in the last 3 years (investigative research, basic and applied scientific research, policy research social science)		5	140%	EETulin, ABTulin, JDTan, DLSTan, EAVasquez, ABLoreto, MMTambis					7/5
		c. Producing technologies for commercialization or livelihood improvement		1	100%						1/1
		d. Whose research resulted in extension program		2	100%						2/2
OVPI MFO 2. Graduate Student Management Services											
	P1 2: Total FTE monitored	**a.** Actual Faculty's FTE	PCRTC Core Staff	2	515.5%						10.31/2
	PI 8: Number of graduate students advised	**a.** Number of graduate students advised	PCRTC Core Staff	3	300%	JDTan (1), DLSTan (1), ABTulin (5), EAVasquez (2)					9/3
		b. Number of	PCRTC Core	2	400%						8/2

		students advised on thesis/special problems/dissertation	Staff								
		As GAC Chairman	PCRTC Core Staff	2	150%						3/2
		As GAC Member	PCRTC Core Staff	2	100%						2/2
		c. Number of students entertained for consultation purposes	PCRTC Core Staff	10	210%						21/10
	PI 9: Number of instructional materials developed	**a.** Number of on-line ready coursewares developed and submitted from review	PCRTC Core Staff								
		Online ready courseware		3	100%						3/3
		Supplemental learning resources		6	166.67%						12/6
		Assessment tools									
		b. Number of virtual classroom		3	333.33%						10/3
UMFO 2. HIGHER EDUCATION SERVICES											
OVPI MFO 3. Higher Education Management Services											
	PI 5: Total FTE coordinated, implemented & monitored*	**a.** Actual Faculty's FTE	PCRTC Core Staff	20	102.85%	20.57					20.57/20

		b. Number of student research and field practice advising	PCRTC Core Staff	10	120%					12/10
		c. Number of hours spent on student consultation	PCRTC Core Staff	40	325%					130/40
	P1 8: Number of students advised*	**a.**Number of students advised	PCRTC Core Staff	3	466.67%	LIArce (4), MABravo (3), JCCodog (1); BFLlera (1); GIMaranan (3); EAVasquez (2)				14/3
		As SRC Chairman		2	100%					2/2
		As SRC Member		4	50%					2/4
	PI 10: Number of instructional materials developed	**a.** Number of online-courseware developed and submitted:	PCRTC Core Staff							
		Online ready courseware	PCRTC Core Staff	6	183.33%					11/6
		Supplemental learning resources	PRDC Core Staff	10	160%					16/10
		Assessment tool	PCRTC Core Staff	10	110%					11/10
		b.Number of virtual rooms created and operational	PCRTC Core Staff	6	116.67%					7/6

	PI 11. Additional Outputs	**a.**Other outputs implementing the new normal due to COVID-19	PCRTC Core Staff	2	100%					2/2
UMFO 3. RESEARCH PAPERS										
MFO 3: Research Services										
	PI 1. Number of research outputs in the last three years utilized by the industry or by other beneficiaries*	**a.** Number of R&D outputs patented/ commercialized/ used by the industry or by other beneficiaries • Rootcrop varieties • Food product	PCRTC Core Staff	10	100%	Includes: food products, processing machines, sweetpotato weevil pheromone, protocol for pre-planting treatment, cultural management practices, etc.				10/10
	PI 2. Number of research outputs completed within the year*	**a.** Number of research outputs completed within the year		4	125%					5/4
	PI 3. Percentage of research outputs published internationally-referred or CHED recognized journal within the year (2%)	**a.** Number of research and development outputs in the fields of agro-industrial technology* published in CHED recognized refereed journals	PCRTC Core Staff	7		3 submitted for publication ; 4 drafts)				0/7

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PI 4. Number of research outputs presented in regional/national/int'l fora/conferences	**a.** International fora/conferences	PCRTC Core Staff	7							0/7
	b. In National/ Regional fora/conferences	PRDC Core Staff	20	140%						28/20
PI 5. Percent of research proposals approved	**a.** Percentage of research proposals prepared, submitted & approved	PCRTC Core Staff	80.00%	93.75%	3 out of 4 proposals approved					75%/80%
PI 6. Additional outputs	**a.** Number of research related awards (research conducted by faculty or student with faculty)	PCRTC Core Staff	1	400%	Regional RDE awards					4/1
	b. Research funds / resources externally generated	PCRTC Core Staff	5,000,000	122%	1,659,098.40 – Futures Thinking (Sen. Pia Cayetano) 5,789,544.4. 00- PCAARRD					Php 6.1M/Php 5M
	c. Acquisition of research equipment	PCRTC Core Staff	1							0/1
UMFO 4. EXTENSION SERVICES										
MFO 4: Extension Services										
PI 1. Number of active	**a.** Number of active partnerships	Extension and Socio-	8	>125%	More than 10 active					>10/8

	partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities	with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities	economic Division (ESED)			partnerships including LGUs and associations covered by development projects					
	PI 2. Number of trainees weighted by the length of training	**a.** Number of trainees weighted by the length of training	ESED	500	159.2%						796/500
	PI 3. Number of extension programs organized and supported with the SUC's mandated and priority programs	**a.** Number of extension programs organized and supported with the SUC's mandated and priority programs	ESED	4	25%	Integrated Extension Program for Rootcrops					1/4
	PI 4. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	**a.** Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	ESED	85%	117.64%						100%/85%
	PI 5. Number of technical/expert services	**a.** Research mentoring	PCRTC Core Staff	10	140%						14/10
		a. Peer reviewers/Panelist	PCRTC Core Staff	2	150%						3/2

		s								
		b. Resource Persons	PCRTC Core Staff	5	120%					6/5
		c. Convenor/Organizer	PCRTC Core Staff	1	100%					1/1
		d. Evaluator	PCRTC Core Staff	1	100%					1/1
	PI 8. Percent of extension proposals approved	**a.** Percent of extension proposals, prepared, submitted & approved	PCRTC Core Staff	80.00%	125%	Integrated Extension Program for Rootcrops (4 studies- updated proposals)				4 out of 4 proposals approved (100/80)
	PI 11. Additional Outputs									
		a. Number of trainings / workshops / symposia conducted	ESED	7	328%					23/7
		b. Number of distributed IEC materials/ technogies developed/used	ESED	300	222.22%					737/300
		c. Percent of requests for IEC materials responded within 3 days		90						200/90
		d. Number of walk-in clienteles	Extension / Admin Division	100	748%	Provided with technical				748/100

		briefed with PhilRootcrops technologies				advice via online consultations, phone calls, and SMS					
		e. Production and distribution of root crops of planting materials distributed / sold	Production Division	100,000	%	279,600 sweet potato cuttings, 56,000 cassava cuttings and 44,000 yam plantlets were distributed					379,600/ 100,000
		f. Production of sweet potato weevil pheromone	Pest Management Division	50	60%						30/50
		g. Production of food products	Post harvest division	300	711%						2,133/300
		h. Amount of extension money generated from external funding (Thousand PHP)	ESED	150,000.00	406.67%	PCAARRD funded project					4,900,000.00/ 150,000.00
		i. Amount of extension money generated from institutional funding (Thousand PHP)	ESED	500,000.00	80%						400,000.00/ 500,000.00
UMFO 5. SUPPORT TO OPERATIONS											
MFO 5: Support to Operations											

	OVPI MFO 1. Faculty Development Services										
	PI 1: Number of faculty pursuing advanced research degree programs (PhD) facilitated, monitored and assisted	**a.** Number of faculty pursuing advanced research degree	PCRTC Core Staff	1	100%						1/1
	OVPI MFO 2. Faculty Recruitment/Hiring Services										
	PI 2: Number of faculty recruited/hired based on needed compentencies and aligned with ISO standards	**a.** Number of faculty recruited/hired based on needed compentencies and aligned with ISO standards	PCRTC Core Staff	3	100%						2/3
	OVPI MFO 3. Faculty Evaluation Services										
	PI 4. Number of seminars/trainings/conventions/workshops coordinated outside university	**a.** Number of seminars/trainings/conventions/workshops coordinated outside university	PCRTC Core Staff	4	50%						2/4
	PI 5. Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subjects	**a.** Percentage of faculty rated by students with at least very satisfactory rating in 50% of the	PCRTC Core Staff	80%	125%						100%/80%

	evaluated	subjects evaluated									
	PI 6. Number of in-house seminars/trainings/workshops/ reviews conducted	**a.** Number of in-house seminars/trainings/ workshops/ reviews conducted	PCRTC Core Staff and Researchers	1	300%	3					3/1
	OVPI MFO 4. Program and Institutional Accreditation Services										
	PI 8. Compliance to all requirements thru the establishments/ adequate implementation, maintenance and improvement of the QMS of the core processes of the College/department under ISO 9001:2015	**a.** Compliance to all requirements of QMS core processes of the university under ISO 9001:2015	PCRTC Core Staff	Zero non-conformity	Zero non-conformity	Zero non-conformity					
		b. Compliance to all requirements of the program and institutional accreditations	PCRTC Core Staff	100% compliant	100%						100% /100%
	PI 7. Additional Outputs:	**a.** Compliance to 3 years renewal of BPI accreditation to PhilRootcrops as accredited producer of quality cassava planting	PCRTC Director	100% compliant	100%						100% /100%

		materials									
UMFO 6. GENERAL ADMIN. AND SUPPORT SERVICES											
MFO 6: General Admin. and Support Services											
	PI 1. Submission of PPMP for the following year within deadline as prescribed by BAC	**a.** Submission of PPMP for the following year within deadline as prescribed by BAC	PCRTC Admin Staff and Researchers	100%	100%						100% /100%
	PI 2. Zero percent complaint from clients served	**a.** Zero percent complaint from clients served	PCRTC Core & Admin Staff	100%	100%						100% /100%
	PI 3. Number of coaching sessions among faculty & staff	**a.** Number of coaching sessions among faculty & staff	PCRTC Core Staff	2	100%						2/2
	PI 4. Number of planning sessions, tracking and monitoring of targets, etc. Conducted to ensure attainment of departments targets	**a.** Number of planning sessions, tracking and monitoring of targets, etc. Conducted to ensure attainment of departments targets	PCRTC Core Staff	1	100%						1/1
	PI 5. Number of monthly/special faculty & staff meetings conducted	**a.** Number of monthly/special faculty & staff meetings conducted	PCRTC Core Staff	2	100%						2/2

PI 3. Additional Outputs											
		a. Number of Best practices/new initiatives in academic units' management replicated/benchmarked by other depts/agencies	PCRTC Core Staff	2	100%						2/2
		b. Proactive in providing technical services through: 1. Root crop nurseries and demo farms 2. Radio progam 3. Webinars 4. FB page	PCRTC Core Staff	100%	100%						100% /100%
		c. In-House Seminars 1. Publication in Peer-reviewed journals 2. Research proposal prepare	PCRTC Core Staff	2	150%						3/2
		d. Linkage with LGU Baybay with MOU to support the sweet potato processing industry	PCRTC Core Staff	1	200%	1 MOU on production 1 MOU on processing					2/1
	Total Over-all Rating										

				Comments and Recommendations for Development purposes:
	Average Rating			
	Approved Additional Points (w/copy of Approval)			
	FINAL RATING			
	ADJECTIVAL RATING			

Received by: Calibrated by: Recommending Approval: Approved by:

DILBERTO O. FERRAREN   **DANIEL LESLIE S. TAN**   **MARIA JULIET C. CENIZA**   **EDGARDO E.TULIN**
VP for Planning and Res. Gen   VP for Administration and Finance   VP for Res., Extension & Innovation   President

Date: _____   Date: _____   Date:_____   Date: _____

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1 – Quality/effectiveness   2 – Efficiency   3 – Timeliness   4 – Average