



Objectives, Targets, and Programs (OTP)

Year: 2023

Office: ECOLOGICAL FARM RESOURCES AND MANAGEMENT INSTITUTE

A. OBJECTIVES

A.1 Research and Innovation Program

- A.1.1 At least 1 research output is completed within the year
- A.1.2 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 120 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 Targets ² :	Accomplishment
B.1 Research and Innovation Program	



B.1.1 1 research outputs completed within the year

B.1.2 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.2.2 120 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	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	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	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	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	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	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	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	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	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	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	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Research Center

Prepared by:	Reviewed by:	Approved by:	
DHENBER C. LUSANTA Process Owner/ Unit Head	DILBERTO O. FERRAREN Risk Manager	ALELI A. VILLOCINO Quality Management Representative	EDGARDO E. TULIN President
Date: Click here to enter a date.	Date: Click here to enter a date.	Date: Click here to enter a date.	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	Click here to enter a date.		
Monitored/ Reviewed by:	Click here to enter text.		
Risk/ Opportunity ID	Method Used	Percent Compliance	Remarks
ACTION VERIFICATION / FOLLOW-UP (To be conducted and filled out by the Risk Manager)			
Date of Verification	Click here to enter a date.		
Verified by:	Click here to enter text.		
Risk/ Opportunity ID	Remarks	Status	
		Closed	
		Choose an item.	
		Choose an item.	
		Choose an item.	
		Choose an item.	
		Choose an item.	
		Choose an item.	
		Choose an item.	

Final Status: <input type="checkbox"/> Closed <input type="checkbox"/> Open (for re analysis and re-filing of actions plans)	Remarks:	Approved by:	Date:
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