



Republic of the Philippines
BOHOL ISLAND STATE UNIVERSITY
 Zamora, Bilar 6317, Bohol, Philippines
 Office of the Planning and Strategic Foresight Director
Balance | Integrity | Stewardship | Uprightness



INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW (IPCR)

I, **MARK MATTHEW A. AUGUIS**, INSTRUCTOR I of the **COLLEGE OF FORESTRY AND ENVIRONMENTAL SCIENCE**, DEPARTMENT OF FORESTRY of **BOHOL ISLAND STATE UNIVERSITY**, delivered and agreed to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period **August, 2024 to December, 2024**.

Ratee:		01/03/2025 Date		Rating Scale:					
				5 - Outstanding 4 - Very Satisfactory 3 - Satisfactory 2 - Unsatisfactory 1 - Poor					
Reviewed by: JAIRYL B. OCLARIT, MSc		Approved by: PROCESO M. CASTIL, EdD							
Name & Signature Chairperson, Forestry Department		Date	Name & Signature Campus Director		Date				
MFO/PAP	Success Indicators (Targets + Measures)	Weight	Actual Accomplishments	Rating				Weighted Score	Remarks
				Q	E	T	A		
Strategic Function (20%)									
INSTRUCTION (56%)	Attend and complete one (1) in-service training and campus meetings (Instruction/ research/extension/production) to update with current needs	8%	Attended and completed two (2) in-service training and campus meetings (Instruction/ research/extension/production) to update with current needs	5	5		5.0	0.4	
	Attend one (1) relevant regional/national/international conference, workshop, convention, etc.	6%	Attended one (1) relevant regional/national/international conference, workshop, convention, etc.	5	4		4.5	0.27	
	Serve as a coordinator/facilitator/evaluator/assessor/ accreditor/ resource person/ speaker/peer reviewer/referee/process documentor/coach/trainer/consultant in 1 activity (local/regional/national/ international level)	8%	Served as a coach during provincial SCUAA/facilitator/process documentor in 1 activity (local/regional/national/ international level)	5	5		5.0	0.4	
	Handle courses with 75% of the students attaining satisfactory grade in a semester	8%	Handled courses with 90% of the students attaining satisfactory grade in a semester	5	5		5.0	0.4	
	Submit updated syllabi, course outlines and course guides of courses taught 5 working days before start of classes and upload course guides	8%	Submitted updated syllabi of subjects taught 5 working days before start of classes	4	5	5	4.5	0.36	
	Prompt and regular uploading of lecture notes/ learning sheets	7%	Uploaded lecture notes/learning sheets promptly and regularly	4	5	5	4.5	0.32	



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	Submit test papers consistent with the TOS (midterm/finals) in all courses taught 3 days before and conduct of term examinations.	7%	Submitted test papers consistent with the TOS (midterm/finals) in all courses taught 4 days before examination	5	5	4	5.0	0.35	
	Submit Grading sheets in all courses taught 10 days after the midterm/final exam in ISMIS and ISO Format.	8%	Submitted Grading sheets in all courses taught 10 days after the midterm/final exam.	5	5	4	5.0	0.4	
ACCREDITATION (10%)	Perform actively as a task force member/committee member before and during (AACUP, ISO, COPC) accreditation	5%		1	1		1.0	0.05	
	Prepare 80% of the relevant documents in the assigned area two months before the (AACUP, ISO, COPC) accreditation	5%		1	1		1.0	0.05	
RESEARCH (10%)	Propose/ conduct/ on-going/ complete one (1) relevant individual/group research	3%		1	1		1.0	0.03	
	Submit/ present one (1) research output in local/ regional/ national/ international conferences/ fora	3%		1	1		1.0	0.03	
	Act as active Research Adviser/Committee/Panel of one (1) individual/group of student researchers	4%	Acted as active Research Adviser of 7 individual student researchers.	5	5		5.0	0.2	
EXTENSION (10%)	Participate actively in one (1) community outreach or public engagement activity	4%		1	1		1.0	0.04	
	Plan one (1) technical advice/ consultancy service/ training with at least twenty-five (25) participants	3%		1	1		1.0	0.03	
	Serve as committee/facilitator in one (1) extension project/program/activity	3%		1	1		1.0	0.03	
Sub Total:		60%						3.36	



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Support Function (10%)									
	Attend promptly all institutional meetings (dept/ college/ council/ association, etc.	2%	Attended promptly all institutional meetings (dept/ college/ council/ association, etc.	5	5	5	5.0	0.1	
	Attend actively all required school activities.	1%	Attended actively all required school activities.	5	5	5	5.0	0.05	
	Perform actively one (1) ancillary service (e.g. class/ academic/ student org adviser)	2%	Performed actively one (1) ancillary service (e.g. class/ academic/ student org adviser)	4	4		4.0	0.08	
	Perform actively as working committee member/ chair in (2) university / campus/ community activities.	1%		1	1		1.0	0.01	
	Update 201 file and submit other required documents (SALN, PDS, PDF, IPCR, clearance, etc)	2%	Updated 201 file and submitted other required documents (SALN, PDS, PDF, IPCR, clearance, etc)	5	5	4	5.0	0.1	
	Submit DTR with comprehensive Monthly Accomplishment Report on the 10th of the following month	2%	Submitted DTR with comprehensive Monthly Accomplishment Report on the 10th of the following month	5	5	4	5.0	0.1	
Sub Total:		10%						0.34	
				4.01-5.00 - Outstanding		Final Average Rating		3.70	
				3.01-4.00 - Very Satisfactory		Adjectival Rating		Very Satisfactory	
				2.01-3.00 - Satisfactory					
				1.01-2.00 - Unsatisfactory					
				1.0 & below - Poor					
Comments and Recommendation for Development Purposes:									
Discussed by:	Date		Reviewed by:	Approved by:			Date		
 MARK MATTHEW A. AUGUIS Ratee	I certify that I discussed my assessment of the performance with the employee:		Proceso M. Castil, EdD : Noel T. Lomosbog, PhD : Mae P. Bas, EdD : Imelida G. Torrefranca : Noellene M. Balio, CPA : Mercedes D. Dollan :			 PROCESO M. CASTIL, Ed.D Campus Director			
	 JAURY L. B. OCLARIT, MSc Immediate Supervisor								