



Davao de Oro State College
Compostela, Davao de Oro

INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW (IPCR) FORM


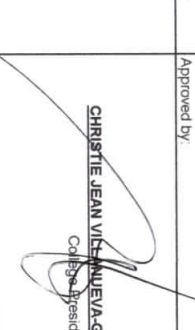
Performance Target approved
by the College President
on JUN 04 2021

1. GLENN B. ENGALGADO, Instructor I, under Extension Coordinator - Agriculture Department commit to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period


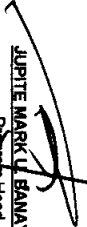


JULY - DECEMBER 2021.

REAH C. NIOG
Human Resource Management
Section Head

GLENN B. ENGALGADO
Instructor I
Date: June 4, 2021

Reviewed by: 	Date	Approved by: 	Date	<div><div>RATING SCALE</div><div>5-Outstanding 4-Very Satisfactory 3-Satisfactory</div><div>2-Unsatisfactory 1-Poor</div></div>											
JUPITE MARK U. BANAYAG, MSc. Program Head		CHRISTIE JEAN VITO-ALMEIDA-GANIERA, Ed.D., CSE College President	June 4, 2021												
LILYBETH M. MATUNHAY, Ed.D. Vice President for Academic Affairs															
MFO/PAP	SUCCESS INDICATOR			% OF Distribution	ACTUAL ACCOMPLISHMENT					RATING					REMARKS
Core Function															
Designation (20%)															
Documents for Extension	Prepare and produce working papers relevant to extension services			10.000%	Prepared and produced working papers relevant to extension services					*	5	5	5		
Extension Activities	Organize and manage training, seminar/activities designed for various clientele in cooperation with other units of the College			10.000%	Organized and managed training, seminar/activities designed for various clientele in cooperation with other units of the College					*	3	3	3		
Instruction (60%)															
1. Instruction Services (37.5%)															
a. Teaching Performance Rating	At least Very Satisfactory Performance Rating at the end of the Rating Period			10.000%	At least Very Satisfactory Performance Rating at the end of the Rating Period						5	5	5	5.00	
b. Percentage of students provided consultation (Coaching, mentoring, advising) conducted per semester	At least 20% (per class) of student provided consultation per semester			10.000%	At least 20% (per class) of student provided consultation per semester					5	5	5	5	5.00	
c. Percentage of Major Exams submitted for item analysis to the PHs and use of rubrics	100% of Major Exams submitted for item analysis to the PHs and use of rubrics on time			10.000%	100% of Major Exams submitted for item analysis to the PHs and use of rubrics on time					5	5	5	5	5.00	
d. Number of class orientation conducted to students	Conducts 1 class orientation to students per semester			2.500%	100% Conducted class orientation to students per semester					5	5	5	5	5.00	
e. Percentage of grade sheets submitted and uploaded to the SRMS on time	100% submission of grade sheets and SRMS uploading on time			5.000%	100% submission of grade sheets and SRMS uploading on time					5	5	5	5	5.00	
2. Faculty Learning and Development Plans and Activities (5%)															

3. Quality Assurance Activities (17.5%)									
a. Prompt submission of assigned COPC, AACUP and other accreditation documentary requirements	Submits all assigned COPC, AACUP and other accreditation documentary requirements on or before deadline	7.500%	Submitted all assigned COPC, AACUP and other accreditation documentary requirements on or before deadline						
b. Maintain and retain applicable faculty-related documented information readily available during monitoring and evaluation such as but not limited to: b.1. Syllabus; b.2. Class list; b.3. Assessment tools; b.4. Class record; and b.5. IMs.	100% maintains and retains applicable faculty-related information readily available during monitoring and evaluation such as but not limited to: b.1. Syllabus; b.2. Class list; b.3. Assessment tools; b.4. Class record; and b.5. IMs.	10.000%	100% maintained and retained applicable faculty-related documented information readily available during monitoring and evaluation such as but not limited to: b.1. Syllabus; b.2. Class list; b.3. Assessment tools; b.4. Class record; and b.5. IMs.	5	5	5	5	5.00	
Research/Extension (10%)									
1. Involvement in Research PAPs	Participates in Research based on actual involvement at least once in a semester (either local, national or international)	5.00%	Participated in Research based on actual involvement at least once in a semester (either local, national or international)	3	3	3	3	3.00	
2. Involvement in Extension PAPs	Participates in Extension-related PAPs based on actual involvement at least once in a semester (either local, national or international)	5.00%	Participated in Extension-related PAPs based on actual involvement at least once in a semester (either local, national or international)	1	1	1	1	1.00	
Support Function (10%)									
Output 1 Attendance to school programs, activities and meetings.	100% Attendance in programs, activities and meetings without lapses 5 minutes ahead of time	0.625%	100% Attended in programs, activities and meetings without lapses 5 minutes ahead of time	5	5	5	5	5.00	
Output 2 Wearing of Prescribed Uniform/office attire	100% wearing of prescribed uniform/office attire without lapses everyday.	0.625%	100% worn of prescribed uniform/office attire without lapses everyday	3	3	3	3	3.00	
Output 3 Attendance to Flag Raising and Lowering	100% attendance to flag raising and lowering ceremonies without lapses 5 minutes before the start of the ceremony within the semester	0.625%	100% attended to flag raising and lowering ceremonies without lapses 5 minutes before the start of the ceremony within the semester	5	5	5	5	5.00	
Output 4 In adherence to ESWMP implementation	100% compliance to ESWMP policies with no noncompliant report within the semester	0.625%	100% complied to ESWMP policies with no noncompliant report within the semester	*	*	5	5	5.00	
Output 5 In adherence to DRRM implementation	100% compliance to DRRM policies with no noncompliant report within the semester	0.625%	100% complied to DRRM policies with no noncompliant report within the semester	3	3	3	3	3.00	
Output 6 In adherence to Anti-smoking policy implementation	100% compliance to Anti-smoking policies with no noncompliant report within the semester	0.625%	100% compliance to Anti-smoking policies with no noncompliant report within the semester	5	5	5	5	5.00	
Output 7 Maintenance of the cleanliness of working area	100% working area clearly maintained without lapses everyday	0.625%	100% working area clearly maintained without lapses everyday	3	3	3	3	3.00	
Output 8 Attendance to Health and Wellness program.	100% (24/24 hours) attendance to the scheduled health and wellness programs without lapses and in appropriate attire every Friday (5 minutes before the schedule) within the semester.	0.625%	100% (24/24 hours) attendance to the scheduled health and wellness programs without lapses and in appropriate attire every Friday (5 minutes before the schedule) within the semester.	3	3	3	3	3.00	
Output 9 Submission of DTR	100% (6/6 - 12/12) DTRs submitted without lapses not later than 1 day after the release of biometric printout from HRMO	0.625%	100% (6/6 - 12/12) DTRs submitted without lapses not later than 1 day after the release of biometric printout from HRMO	3	3	3	3	3.00	
Output 10 Submission of Monthly Performance Output Report (MPOR)	100% (6/6) submission of Monthly Performance Output Report without error every end of the month.	0.625%	100% (6/6) submission of Monthly Performance Output Report without error every end of the month.	3	3	3	3	3.00	
Output 11 Submission of IPCR accomplishments	100% submission of IPCR accomplishments (July to December 2020) with at least 1 revision on January 15, 2021	0.625%	100% submission of IPCR accomplishments (July to December 2020) with at least 1 revision on January 15, 2021	3	3	3	3	3.00	
Output 12 Submission of IPCR accomplishments	100% submission of IPCR accomplishments (January - June 2021) with at least 1 revision on July 15, 2021	0.625%	100% submission of IPCR accomplishments (January - June 2021) with at least 1 revision on July 15, 2021	3	3	3	3	3.00	
Output 13 Submission of IPCR targets	100% submission of IPCR (July to December 2021) targets with at least 1 revision on June 05, 2021	0.625%	100% submission of IPCR (July to December 2021) targets with at least 1 revision on June 05, 2021	3	3	3	3	3.00	
Output 14 Submission of IPCR targets	100% submission of IPCR (January to June 2021) targets with at least 1 revision on December 05, 2020	0.625%	100% submission of IPCR (January to June 2021) targets with at least 1 revision on December 05, 2020	3	3	3	3	3.00	
Output 15 Compliance to ISO processes	100% compliance to ISO processes without lapses within the semester	0.625%	100% compliance to ISO processes without lapses within the semester	3	3	3	3	3.00	

Output 16 Support to Accreditation	100% support to accreditation without lapses within the prescribed period	0.625%	100% support to accreditation without lapses within the prescribed period	3	3	3	3.00
Average Rating:		RATING					
CATEGORY	INFO						
CORE FUNCTIONS							
Designation							
Instruction							
Research/Extension							
SUPPORT FUNCTIONS							
Final Average Rating	20% 0.8000 60% 2.8750 10% 0.2000 10% 0.3500 4.27						
Adjectival Rating							
Suggestions/Recommendations:							
<p>Yes with a sample to our faculty members. It is suggestive our support to be the extra mile, especially during this time of pandemic. As general good, be more proactive in securing portion extension projects that the department can work on. Bureau take permanent is.</p>							
Discussed with	Date:	Assessed by:	Date:	Reviewed by:	Date:	Final Rating:	Date:
 GLENN E. MAGALADO Instructor I	January 19, 2022	 JUPITE MARK V. BANAAYAG MSc Program Head	January 19, 2022	 MARY DANIELA G. GONZALES Academic Division Director		 CHRISTIE JEAN D. GANIERA Ed.D. Cese College President	



Davao de Oro State College
Compostela, Davao de Oro
INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW (IPCR) FORM



REAH C. NIOG
Human Resource Management
Section Head

Performance Target approved
by the College President
on DEC 13 2021

I, **GLENN B. ENGALGADO**, Instructor I, under Agriculture Department commit to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period
JANUARY - JUNE 2022.

GLENN B. ENGALGADO
Instructor
Date: December 13, 2021

Reviewed by: JUIPITE MARK LIBANAYAG MSc Program Head	Date	Approved by: CHRISTIE JEAN VILLANUEVA-GANIERA, Ed.D., CESE College President	Date	RATING SCALE 5-Outstanding 4-Very Satisfactory 3-Satisfactory 2-Unsatisfactory 1-Poor					
MARY DANE R. GONZALEZ MAED Director, Academic Division									
GLORYJEAN C. ALTAMIERA, PhD Vice President for Academic Affairs									
MFO/PAP	SUCCESS INDICATOR			ACTUAL ACCOMPLISHMENT					
Core Function									
Designation (20%) - Extension Coordinator (Agriculture)									
Established active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders	Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities			3 active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities	3	3	3	3.00	
Trained Trainees weighted by the length of training.	Number of trainees weighted by the length of training			50 trainees weighted by the length of training	3	3	3	3.00	
Organized and supported extension programs consistent with the SUC's mandated and priority programs.	Number of extension programs organized and supported consistent with the SUC's mandated and priority programs.			1 program organized and supported consistent with the SUC's mandated and priority programs.	3	3	3	3.00	
Rate of Partners on the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	Percentage of partners who rate the training course/s and advisory services as satisfactory or higher in terms of quality and relevance			100% rate the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	3	3	3	3.00	
Rate of Adoption of the researches conducted	Number of research output adopted within the year			No research output adopted within the year	0	0	0	0.00	
Developed and funded Extension programs/ projects	No. of extension programs/ projects developed and funded			1 extension programs/ projects developed and funded	3	3	3	3.00	
Forged MOAs and MOUs with active partner agencies approved by the BOT	No. of MOAs and MOUs with active partner agencies approved by the BOT			1 MOUs with active partner agencies approved by the BOT	3	3	3	3.00	
Engagement of Faculty and Staff in extension Programs/Projects	% of faculty and non-teaching personnel engaged in extension			50 % of faculty and non-teaching personnel engaged in extension	3	3	3	3.00	
Established active linkages/partnerships with other Organizations/Educational Institutions in the past three (3) years (regional)	Number of active linkages/partnerships with other Organizations/Educational Institutions in the past three (3) years (regional)			3 active linkages/partnerships with other Organizations/Educational Institutions in the past three (3) years (regional)	5	5	5	5.00	
Conducted documentations on indigenous knowledge systems and practices increased (Core)	Number of documentations conducted on indigenous knowledge systems and practices increased (Core)			Number of documentations conducted on indigenous knowledge systems and practices increased (Core)	0	0	0	0.00	
Instruction (60%)									
Major Final Output 1: Conduct of classes	Three hundred twenty four (324) teaching hours rendered by faculty member within the semester			Three hundred twenty four (324) teaching hours rendered by faculty member within the semester	5	5	5	5.00	
Major Final Output 2: Submit assigned Syllabi/Course Pack	100% of assigned Syllabi/Coursepack prepared and submitted before the semester starts			100% of assigned Syllabi/Coursepack prepared and submitted before the semester starts	5	5	5	5.00	

Major Final Output 3: Prepare, check and return all students' assessment tasks	100% of students' assessment tasks prepared, checked and returned via a vis the teaching load within the set deadline	100% of students' assessment tasks prepared, checked and returned via a vis the teaching load within the set deadline	5	5	5	5	5.00	
Major Final Output 4: Submission of report grades	100% of grade sheets submitted and uploaded to the SRMS without errors on or before the set deadline	100% of grade sheets submitted and uploaded to the SRMS without errors on or before the set deadline	5	5	5	5	5.00	
Major Final Output 5: Conduct student consultation	At least 20% (per class) of student provided with consultation per semester	Conducted 20% (per class) of student provided with consultation per semester	5	5	5	5	5.00	
Major Final Output 6: Attain Very Satisfactory Performance Rating at the end of the Rating Period	At least Very Satisfactory Performance Rating attained at the end of the Rating Period	Very Satisfactory Performance Rating attained at the end of the Rating Period	5	5	5	5	5.00	
Major Final Output 7: Conduct of Class Orientation	At least 1 class orientation conducted to students per semester	Conducted class orientation conducted to students per semester	5	5	5	5	5.00	
Major Final Output 8: Attend trainings/seminars	At least 1 of the endorsed training/seminar attended/participated at the end of the rating period	1 endorsed training/seminar attended/participated at the end of the rating period	5	5	5	5	5.00	
Major Final Output 9: Submit assigned COPC, AACUP and other accreditation documentary requirements	100% of the assigned COPC, AACUP and other accreditation documentary requirements submitted on or before the deadline	100% of the assigned COPC, AACUP and other accreditation documentary requirements submitted on or before the deadline	5	4	5	5	4.67	
Major Final Output 10: Maintain and retain applicable faculty-related documented information ready available during monitoring and evaluation such as but not limited to: a.1. Syllabus; a.2. Class list; a.3. Assessment tools; a.4. Class record; and a.5. IMs.	100% maintains and retains applicable faculty-related documented information ready available during monitoring and evaluation such as but not limited to: b.1. Syllabus; b.2. Class list; b.3. Assessment tools; b.4. Class record; and b.5. IMs.	100% maintained and retained applicable faculty-related documented information ready available during monitoring and evaluation such as but not limited to: b.1. Syllabus; b.2. Class list; b.3. Assessment tools; b.4. Class record; and b.5. IMs.	5	4	5	5	4.67	
Major Final Output 11: Participate in Research-related activities at least twice in a semester (either local, national, or international)	Participates in Research based on actual involvement at least once in a semester (either local, national or international)	Participated in Research based on actual involvement at least once in a semester (either local, national or international)	3	3	3	3	3.00	
Major Final Output 12: Participate in Extension-related activities at least twice in a semester (either local, national, or international)	Participates in Extension based on actual involvement at least once in a semester (either local, national or international)	Participated in Extension based on actual involvement at least once in a semester (either local, national or international)	5	5	5	5	5.00	
Major Final Output 13: Participate in Production-related activities at least twice in a semester (either local, national, or international)	Participates in Production-related PAPs based on actual involvement at least once in a semester (either local, national or international)	Participated in Production-related PAPs based on actual involvement at least once in a semester (either local, national or international)	1	1	1	1	1.00	
Output 1 Attendance to school programs, activities, and meetings	100% Attendance in programs, activities and meetings without lapses 5 minutes ahead of time	100% Attended In programs, activities and meetings without lapses 5 minutes ahead of time	5	5	5	5	5.00	
Output 2 Wearing of Prescribed Uniform/office attire	100% compliance to wearing of appropriate prescribed uniform/office attire	100% complied to wearing of appropriate prescribed uniform/office attire	5	5	5	5	5.00	
Output 3 Attendance to Flag Raising and Lowering	100% attendance to flag raising and lowering ceremonies 5 minutes before the start of the ceremony within the semester.	100% attended to flag raising and lowering ceremonies 5 minutes before the start of the ceremony within the semester.	4	5	5	5	4.67	
Output 4 In adherence to ESWMP implementation	100% compliance to ESWM policies	100% complied to ESWM policies	5	5	5	5	5.00	
Output 5 In adherence to DRRM implementation	100% compliance to DRRM policies	100% complied to DRRM policies	5	5	5	5	5.00	
Output 6 In adherence to Anti-smoking policy implementation	100% compliance to Anti-smoking policies	100% complied to Anti-smoking policies	5	5	5	5	5.00	
Output 7 Maintenance of the cleanliness of working area	100% working area maintained cleanly	100% working area maintained cleanly	5	4	4	4	4.33	


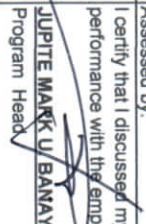
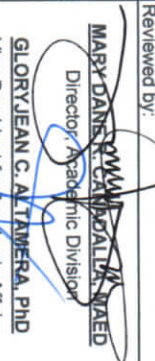
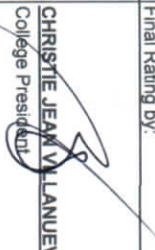
Output 8 Attendance to Health and Wellness program.	100% (24/24 hours) attendance to the scheduled health and wellness programs without lapses and in appropriate attire every Friday (5 minutes before the schedule) within the semester.								
Output 9 Submission of DTR	100% (6/6) DTRs submitted without lapses before or within the prescribed deadline by the HRMS	5	5	5	5	5	5	5.00	
Output 10 Submission of Monthly Performance Output Report (MFOR)	100% (6/6) submission of Monthly Performance Output Report without error/lapses before or within the prescribed deadline by the HRMS	5	5	5	5	5	5	5.00	
Output 11 Submission of OPCRF-Accomplished	100% submission of OPCRF-accomplished (January to June 2022) with at least 1 revision on the prescribed deadline	5	4	5	5	5	5	4.67	
Output 12 Submission of OPCRF-Targets	100% submission of OPCRF-targets (January to June 2023) with at least 1 revision on the prescribed deadline	5	4	5	5	5	5	4.67	
Output 13 Submission of IPCRF-Accomplished	100% submission of IPCRF-accomplished (January to June 2022) with at least 1 revision on the prescribed deadline	5	4	5	5	5	5	4.67	
Output 14 Submission of IPCRF-Targets	100% submission of IPCRF-targets (January to June 2023) with at least 1 revision on the prescribed deadline	5	4	5	5	5	5	4.67	
Output 15 Participation to Extension Programs	100% extension programs participated within the semester	5	4	5	5	5	5	4.67	
Output 16 Compliance to ISO processes	100% compliance to ISO processes	5	4	5	5	5	5	4.67	
Output 17 Support to Accreditation	100% support to accreditation without lapses within the prescribed period	5	4	5	5	5	5	4.67	

Average Rating:									
CATEGORY	MFO	RATING							

CORE FUNCTIONS									
Designation	Designation								
Instruction	Instruction								
Research /Extension	Research /Extension								
SUPPORT FUNCTIONS	SUPPORT FUNCTIONS								
Final Average Rating	Final Average Rating								
Adjectival Rating	Adjectival Rating								

Suggestions/Recommendations:

- Integrate personal experience and real life applications
- Always bring for continuous improvement. Keep it up!
- More engagement on Extension Activities

Discussed with:	Date:	Assessed by:	Date:	Reviewed by:	Date:	Final Rating by:	Date:
 GLENN B. ENGAL GADO Faculty	JUL 15 2022	 JUPITER MARK U. BANAYAG MSC Program Head	JUL 15 2022	 MARY DANES G. GANIERA, ED.D. Director, Academic Division GLORYJEAN C. ALTAMERA, PHD Vice President for Academic Affairs		 CHRISTIE JEAN V. LLANUEVA-GANIERA, ED.D. College President	JUL 22 2022