


INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW (IPCR)

I, **RANNIE M. SUMACOT** of the **PUBLIC ADMINISTRATION 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** to **DECEMBER, 2023**.


RANNIE M. SUMACOT

Instructor I / Head, CISA

Date: January 22, 2024

Approved By:	Date
 KARINA G. GUTIERREZ, MPA Department Head	

5	- Outstanding
4	- Very Satisfactory
3	- Satisfactory
2	- Unsatisfactory
1	- Poor

BREAKTHROUGH GOAL: Curricular programs, research and community engagement initiatives that meet domestic and international challenges, and driven by 4IR.

STRATEGIC PRIORITIES (15%)

Success Indicators (Targets + Measures)	Allotted Budget	Actual Accomplishment	Rating				Remarks
			Q ¹	E ²	T ³	A ⁴	
Strategic Objective #1: Offer curricular programs integrating the latest technologies. (10%)							
1 meeting conducted to review Public Administration curriculum to harmonize with the global standards and demands.		1 meeting attended to review Public Administration curriculum.	3	3	3	3	
2 consultative meetings to review and harmonize Public Administration Curriculum to the updated CMO.		2 consultative meeting(s) attended to review Public Administration curriculum.	3	3	3	3	
Public Administration program is accredited by accrediting bodies as scheduled (GAA)		100% preparation of documents that will be used as relevant documents during the accreditation.	5	5	5	5	
50% of the Public Administration faculty attended trainings/ workshops/ webinars and short courses		7 trainings / workshops / webinars and short courses are attended.	5	5	5	5	

Instruction 40%

100% updated delivery mode of instructions is utilized within the rating period.

9	9	9	9
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100% of students are satisfied in terms of quality, efficiency and timeliness

9	9	9	9
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100% of syllabus are submitted less than 10 days before the start of the classes.

5	9	5	9.66
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100% of grade sheet is submitted 10 working days after the final exam without error.

9	9	9	9
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1 group research in Public Administration is participated and completed within the rating period.

1 group research is participated in DRRM related research in line with Public Administration.

1 presentation of a completed research in an international conference initiated by Camarines Sur Polytechnic College.

5	5	5	5
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1 extension activity in Public Administration program is participated and rated by beneficiaries as satisfactory.

1 extension activity is participated that is held at Brgy. Mabini, Macrohon, Southern Leyte.

3	3	3	3
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100% of accounting and cashiering transactions will be automated.

100% of accounting and cashiering transactions are automated.

3	3	3	3
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100% of incoming transactions are uploaded to the secure cloud.



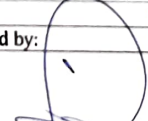
3	2	3	3
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	N/A
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	N/A
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Strategic Objective # 7: Establish a quality process program people, management, operations, financial, assets, transparency, and accountability. (4%)

100% implementation of the academic quality processes are without non-compliance during the surveillance schedule.		100% of the academic quality processes are implemented without non-compliance during the surveillance schedule.	3	3	3	3	
100% compliance of assigned PQA documents are submitted on time.		100% of assigned PQA documents are complied and submitted on time.	3	3	3	3	
100% submission of assigned documents needed by QS Star office are submitted on time.		100% of assigned documents needed by QS Star Office are submitted on time.	3	3	3	3	
Strategic Objective # 8. Implement the automation/digitization of facilities, systems, processes							
Identified, assessed, and implemented key security controls in applications		N/A					
1 approved and implemented data management strategy through seminars / trainings and identified vulnerabilities.		13 unidentified devices were blocked automatically via Mac Binding feature of the Router.	5	5	5	5	
		27 participated in the 3-day seminar on Digital Literacy (DL) and Internet Media and Information Literacy Training (IMIL) and PNPKI Orientation.	5	5	5	5	
Established master data management that ensures reliable sources for critical data.		2 internet connections from 2 different internet service provider (ISP) are backing up the network of the institution as to ensured reliable sources for critical data.	4	5	5	4.66	
Designed and implemented an agile data and analytics strategy that responds to the changing landscape of the university and technology opportunities and risks		On the side of network analysis and internet traffic, the breakdown unveils a notable hierarchy in application usage. It was found out that Facebook stands out as the dominant force, claiming a significant 38.0% share of the total data traffic of 8.08 Terabyte (TB), equivalent to 2.85 TB. In tandem, SSL/TLS traffic occupies a substantial portion, representing 12.8% of the bandwidth at 962 GB, underscoring the importance of secure communication protocols.	4	5	5	4.66	
Data Analytics and Insights are utilized as basis for data driven decision making by the University Academic and Administrative Council and Management			4	5	5	4.66	

		YouTube and TikTok further contribute to the network dynamics, constituting 8.8% (656 GB) and 8.5% (637 GB) of the overall data consumption, respectively. This detailed analysis not only quantifies the distribution of data usage but also sheds light on the diverse preferences and priorities shaping the internet traffic landscape.					
Digitally literate learners learn to become independent, confident, and discerning users of technology		27 participated in the 3-day seminar on Digital Literacy (DL) and Internet Media and Information Literacy Training (IMIL) and PNPKI Orientation.	5	5	5	5	
Strategic Objective #10: Implement the Strategic Management Performance System for equity and fairness in managing careers in SLSU. (4%)							
1 UPCR/IPCR is reviewed and submitted as scheduled.		2 IPCR is reviewed and submitted as scheduled.	4	4	5	9.33	
1 target setting is attended/participated on time as scheduled.		1 target setting is attended/participated on time as scheduled.	3	3	3	3	
Strategic Objective #11: Re-energize SLSU with its commitment to its re-affirmed core values. (2%)							
100% of SLSU core values are incorporated in the syllabus and integrated in instruction.		SLSU core values are 100% incorporated in the syllabus and integrated in instruction.	3	3	3	3	
1 seminar on SLS's core values is attended/ participated on time.		Attended 1 seminar of SLSU's core values on time.	3	3	3	3	
Total Overall Rating							
Final Average Rating							
Adjectival Rating			3.52 Very satisfactory				
Discussed with:	Date	Assessed by: I hereby certify that I discussed my assessment of the performance with employee	Date	Approved by:		Date	
 RANNIE M. SUMACOT Instructor		 KARINA G. GUTIERREZ, MPA Immediate Head		 FREDERICK C. ANIGA, PhD Campus Director			

Legend: 1 - Quality 2 - Efficiency 3 - Timeliness 4 - Average