



JOB ORDER (JO) WORKER EVALUATION FORM

Name of Job Order Worker: Archille C. Galupo

Equivalent Job Title: Training Assistant

Name of Evaluator: MILAGROS C. PALES Date: July 1, 2021

Instruction to evaluators: Please write your comments on the performance and work ethics of the above JO worker and give your ratings by checking the appropriate number using the rating scale below:

5 – Excellent 4 – Very Good 3 – Good 2 – Fair 1 – Poor

Criteria/evaluation statement	Rating					Comments
	5	4	3	2	1	
I. Work Performance						
1. Performance of all mandated functions as listed in the contract	✓					
2. Over all attainment of outputs agreed with supervisor	✓					
3. Quality and timeliness in the attainment of agreed outputs	✓					
4. Efficiency and customer friendly frontline service to clients	✓					
5. Knowledge on the over-all aspect of the job assignments	✓					
II. Work Ethics/Attitude						
1. Industriousness - setting clear & attainable objectives & taking targets seriously and responsibly	✓					
2. Diligence and justice at work - prompt in accomplishing assigned tasks and submission of good quality outputs	✓					
3. Responsibility - having the right intention, with a sense of duty and accepts all jobs assigned by the supervisor	✓					
4. Practices teamwork - understanding and performing his/her role effectively and synergistically, share knowledge and provide a lending hand to needy co-worker	✓					
5. Commitment to public service – reporting on time and willingly extend service if needed without thinking of additional compensation	✓					

Evaluator's additional comments/recommendations:

He can be depended upon assigned tasks.

What are the employee's strong points?

Hard worker and can easily make with different personalities


What are the employee's weak points?

What intervention would you recommend to make the JO worker more effective?


Final recommendation:

☒ renewal of the contract for another ____ months
☐ non-renewal of the contract due to below par performance

Certified Correct:


MILAGROS C. BALDE
(Evaluator)

Approved:


KAREN LUZ P. YAP
(Next higher supervisor)



JOB ORDER (JO) WORKER EVALUATION FORM

Name of Job Order Worker: ARCHILLE C. GALUPO

Equivalent Job Title: _____

Name of Evaluator: MILAGROS C. BALES Date: Feb 21, 2022

Instruction to evaluators: Please write your comments on the performance and work ethics of the above JO worker and give your ratings by checking the appropriate number using the rating scale below:

5 – Excellent 4 – Very Good 3 – Good 2 – Fair 1 – Poor

Criteria/evaluation statement	Rating					Comments
	5	4	3	2	1	
I. Work Performance						
1. Performance of all mandated functions as listed in the contract	✓					
2. Over all attainment of outputs agreed with supervisor	✓					
3. Quality and timeliness in the attainment of agreed outputs	✓					
4. Efficiency and customer friendly frontline service to clients	✓					
5. Knowledge on the over-all aspect of the job assignments	✓					
II. Work Ethics/Attitude						
1. Industriousness - setting clear & attainable objectives & taking targets seriously and responsibly	✓					
2. Diligence and justice at work - prompt in accomplishing assigned tasks and submission of good quality outputs	✓					
3. Responsibility - having the right intention, with a sense of duty and accepts all jobs assigned by the supervisor	✓					
4. Practices teamwork - understanding and performing his/her role effectively and synergistically, share knowledge and provide a lending hand to needy co-worker	✓					
5. Commitment to public service – reporting on time and willingly extend service if needed without thinking of additional compensation	✓					

Evaluator's additional comments/recommendations:

He is a dependable & responsible staff.

What are the employee's strong points?

Very hard worker and goal-setter.

What are the employee's weak points?

Need to strengthen confidence.

What intervention would you recommend to make the JO worker more effective?

Final recommendation:

☒ renewal of the contract for another ____ months
☐ non-renewal of the contract due to below par performance

Certified Correct:

MILAGROS C. BALES
(Evaluator)

Approved:

KAREN LIZ P. YAP
(Next higher supervisor)



TEACHING PERFORMANCE EVALUATION BY STUDENTS SUMMARY OF RATING

First Semester AY 2024-2025

Name of faculty: GALUPO, ARCHILLE C.

Department: Dept. of Agricultural Education and Extension

College: Faculty of Agriculture and Food Science

Course No. & Descriptive Title		Lab/ Lec	RATING		% Evaluation Rating
			Numerical	Adjectival	
AgSc 113	MANAGEMENT OF EXTENSION PROGRAM	LEC	4.00	Very Satisfactory	80.0%
AgSc 113	MANAGEMENT OF EXTENSION PROGRAM	LAB	4.00	Very Satisfactory	80.0%
AgSc 113	MANAGEMENT OF EXTENSION PROGRAM	LAB	5.00	Outstanding	100.0%
AgSc 113	MANAGEMENT OF EXTENSION PROGRAM	LAB	4.00	Very Satisfactory	80.0%
AgSc 113	MANAGEMENT OF EXTENSION PROGRAM	LAB	4.00	Very Satisfactory	80.0%
AgSc 113	MANAGEMENT OF EXTENSION PROGRAM	LAB	4.00	Very Satisfactory	80.0%
AgSc 113	MANAGEMENT OF EXTENSION PROGRAM	LAB	4.00	Very Satisfactory	80.0%
AgSc 113	MANAGEMENT OF EXTENSION PROGRAM	LEC	5.00	Outstanding	100.0%
AgSc 113	MANAGEMENT OF EXTENSION PROGRAM	LAB	4.00	Very Satisfactory	80.0%
DeEd 141	COMMUNITY RESOURCE MANAGEMENT	LEC	4.00	Very Satisfactory	80.0%
DeEd 141	COMMUNITY RESOURCE MANAGEMENT	LAB	4.00	Very Satisfactory	80.0%
Average Rating			4.18	Very Satisfactory	83.64%

Source: Results of Teaching Performance Evaluation by Students filed at IEO

Legend:

1.00 – 1.49 Poor (P)

1.50 – 2.49 Fair (F)

2.50 – 3.49 Satisfactory(S)

3.50 – 4.49 Very Satisfactory(VS)

4.50 – 5.00 Outstanding(O)

Prepared by:

VANESSA W. MAZAL

TPES in-Charge

Date: May 6, 2025

Attested by:

MA. RACHEL KIM L. AURE

Director, Instruction and Evaluation

Date: May 6, 2025

Received by:

GALUPO, ARCHILLE C.

Name and Signature of Faculty

Date: 6/04/25

Distribution of copies: IEO, Faculty Dean, Department, Faculty (all in original signature)





TEACHING PERFORMANCE EVALUATION BY STUDENTS SUMMARY OF RATING

First Semester SY 2023-2024

Name of faculty: GALUPO, ARCHILLE C.

Department: Dept. of Agricultural Education and Extension

College: College of Agriculture & Food Sciences

Course No. & Descriptive Title		Lab/ Lec	RATING		% Evaluation Rating
			Num.	Adjec.	
AgEx 141n	PLANNING AND IMPLEMENTATION OF EXTENSION PROGRAMS	LEC	5.00	Outstanding	100.0%
AgSc 113	MANAGEMENT OF EXTENSION PROGRAM	LAB	4.00	Very Satisfactory	80.0%
AgSc 113	MANAGEMENT OF EXTENSION PROGRAM	LAB	5.00	Outstanding	100.0%
AgSc 113	MANAGEMENT OF EXTENSION PROGRAM	LEC	4.00	Very Satisfactory	80.0%
AgSc 113	MANAGEMENT OF EXTENSION PROGRAM	LAB	4.00	Very Satisfactory	80.0%
AgSc 113	MANAGEMENT OF EXTENSION PROGRAM	LEC	4.00	Very Satisfactory	80.0%
Average Rating			4.33	Very Satisfactory	86.67%

Source: Results of Teaching Performance Evaluation by Students filed at ODIE

Legend:

1.00 – 1.49 Poor (P)

1.50 – 2.49 Fair (F)

2.50 – 3.49 Satisfactory (S)

3.50 – 4.49 Very Satisfactory (VS)

4.50 – 5.00 Outstanding (O)

Prepared by:

VANESSA W. NAZAL

TPES in-Charge

Date: May 03, 2024

Attested by:

MA. RACHEL KIM L. AURE

Director, Instruction and Evaluation

Date: May 03, 2024

Received by:

GALUPO, ARCHILLE C.

Name and Signature of Faculty

Date: May 4, 2024

Distribution of copies: ODIE, College, Department, Faculty

Vision: A globally competitive university for science, technology, and environmental conservation.

Mission: Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.



FACULTY PERFORMANCE EVALUATION BY SUPERVISOR (FPES)

Name of Instructor/Professor: ARCHILLE C. GALUPO 2nd Semester, A.Y. 2023 - 2024

Department: DAEE

Date of observation: _____

College: College of Agriculture and Food Science

Year/Grade Level: Undergraduate

Course Number: AgEx 133 Course Title: Agricultural Extension and Communication

Class Schedule: MTh(2:30-4) (/) Lecture () Laboratory

Modality: Virtual Face-to-Face

Faculty Performance		Rating Scale				
		Excellent (5)	Very Good (4)	Good (3)	Fair (2)	Poor (1)
I.	General Qualities as a Teacher					
1.	Well-groomed, wears appropriate clothes, and teaches in clear and well-modulated voice that is easy to understand when conducting either virtual or FTF classes.	/				
2.	Can communicate well in English or in Filipino (<i>if teaching Filipino</i>)		/			
3.	Firm but compassionate in dealing with students and can command respect.		/			
4.	Able to maintain the interest of the students.		/			
5.	Shows evidence of careful preparation and research in the subject and discusses the lessons with confidence.	/				
6.	Able to secure the cooperation and active participation of the students during class.		/			
7.	Discusses lessons that are aligned with CHED CMO, and OBE Course Syllabus	/				
8.	Explains the lessons and gives directions clearly and simply.	/				
9.	Uses appropriate methods and varied instructional materials such as recent references, videos, webinars, PPT, OERs, among others.	/				
10.	Encourages students to ask questions/ encourages class interaction	/				



11	Summarizes the topic/s at the end of the class meeting.	/				
II. General Work Performance						
12	Regularly comes to class/report to work on time, logs in upon arrival, secures pass slip when going out on personal matters, and logs out upon departure from work.	/				
13	Available during consultation time and willing to work beyond office hours, when necessary.	/				
14	Actively participates in all university/college/department activities.		/			
15	Submits course syllabus, TOS, Midterm/Final Grades, and other required submissions on time.	/				
16	Keeps accurate records of students' performance and work-related documents which are readily retrievable when needed.	/				
17	Accepts objective criticisms and is open to suggestions and innovations for improvement of work accomplishment.	/				
18	Accepts additional tasks assigned by the head or by higher offices even if the assignment is not related to his/her position but critical towards the attainment of the functions of the university.	/				
19	Willing to be trained and developed.	/				
20	Accepts accountability for the overall performance and in delivering the output required of him/her.		/			
AVERAGE RATING		4.7				
ADJECTIVAL RATING		outstanding				
III.	Other Comments <p style="text-align: center;">Create more engaging activities.</p>					

Legend:

1.00 - 1.49 Poor
1.50 - 2.49 Unsatisfactory
2.50 - 3.49 Satisfactory
3.50 - 4.49 Very Satisfactory
4.50 - 5.00 Outstanding


To get the average rating, add the scores divided by the total number of items.

Evaluated by:


LIJUERA J. CUADRA
Department Head


Date

Noted by:


SUZETTE B. LINA
College Dean


Date

Received by:


ARCHILLE C. GALUPO
Faculty

Date

Approved:


MA. RACHEL KIM L. AURE
Director, Instruction and Evaluation

SEP 13 2024

Date

Distribution of copies: ODIE, Department, Faculty

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Page 3 of 3
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