

Visayas State University

VSU-Technical Vocational Education and Training (TVET) Program Visca, Baybay City, Leyte

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, ALAIN A. BONIFE, Staff of the VSU-Technical Vocational Education and Training (TVET) Program, commits to deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period July to December 2023.

ALAIN A. BONIFE
Admin Aide VI
Date: 12/11/23

Director for Extension Date: 1/3/24

Rating Equivalents: 5 - Outstanding 4 - Very Satisfactory 3 - Satisfactory 2 - Fair

MFO No.	MFO Descrip-tion	Success/Performance Indicator (PI)	Program/ Activities/ Projects	Tasks Assigned	Target (July-Dec. 2023)	Accom- plishment (July- Dec. 2023)	Rating				
							Quality	Efficiency	Timeliness	Average	Remark
MFO 4	Extension Services	PI 2. Number of IEC materials/technoguides developed/used for EIM NC II	Trainer	Develop multi-media presentation/task sheet, jobsheet	12	15	5	5	5	5.0	15 Multi-media presentation, task sheet, jobsheet
MFO 6		PI 1. Efficient and customer- friendly frontline service	Service	Served clients with courtesy; immediate response to client needs and inquiries	Zero complaint from clients	Zero complaint from clients	5	5	4		100% no complaint; served clients with courtesy; immediate response to client needs and inquiries
			Maintenance/ Electrician	Lecture/Laboratory rooms maintain	3	3	5	4	4	4.3	3 lec/lab. rooms maintained
		PI . Additional Outputs									

	Number of person-days trained weighted by length of Research/Extension training on EIM NC II	Trainer	Training on Basic Electrical Maintenance	12	60	5	5	5		ABEn 131: Agricultural & Biosystems Engineering Students	
	Number of tools and equipment maintained	Maintenance	Office tools and equipment maintain	22	25	5	4	4	4.3	25 units of tools and equipment maintained	
	Number of electrical wirings installed	Installation	Installation of electrical wirings to different rooms of the workshop	8	12	5	5	4	4.7	12 units of electrical wirings installed	
	Number of electrical wirings maintained	Maintenance	Maintain electrical wirings to different rooms of the workshop	12	12	5	4	4	4.3	12 units of electrical wirings maintained	
										Comments & Recommendations for Development Purposes:	
Number of Performance Indicators Filled-up Total Over-all Rating Average Rating							7 32.3 4.61			Recommended to attend a training on surviellance facilities installation and maintening the same.	
Adjectival Rating							Outst	andin	g		

Evaluated & Rated by:

Program Coordinator
Date: 12/20/23

Recommending Approval:

ANTONIO P. ABAMO
Director for Extension
Date: 1/3/24

Approved by:

VP for Research, Extension and Innovation
Date: 1/17/24

1 - Quality

2 – Efficiency

3 – Timeliness

4 – Average