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ISO 9001:2015 Certified

## Strategic Performance Management System (SPMS) INDIVIDUAL PERFORMANCE COMMITMENT and REVIEW (IPCR)

I, **JEMAR L. SOMINO**, faculty and College Extension Coordinator of the College of Management 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, 2021**.

Equivalent Weight of Output		
Functions	Core	Support
Weight	80%	20%
		Total
		100%

**JEMAR L. SOMINO**  
COM, Faculty/College Extension Coordinator

**MARIA DONA V. TY**  
Administrative Officer V  
(HRMO III)

Date:

Major Final Output (MFO)/ Program, Activity & Project (PAP)	Success Indicators (Targets + Measures) (b)	Performance Standards (e)	Actual Accomplishments (f)	Rating (f)				Remarks (g)
				Q <sup>1</sup>	E <sup>2</sup>	T <sup>3</sup>	A <sup>4</sup>	
A. Core Functions: (80%)								
1. As a Faculty								
	Submit error free teaching load 5 working days after the official start of classes	QT	(100% = 1/1*100) 1 out of 1 error free teaching load 4 working days before the deadline. Date of Submission: August 16, 2021	5		4.4	4.7	Fixed Target. Deadline: August 20, 2021
	100% of the OBE syllabi on subjects taught are deliberated and approved by the area.	QE	(100% = 3/3*100) 3 out of 3 OBE syllabi on subjects taught are deliberated and approved by the area.	5	5		5	Fixed Target
	100% of the faculty subject load are being managed in the Learning Management System of the University.	QE	(100% = 6/6*100) 6 out of 6 subject load are being managed in the Learning Management System of the University.	5	5		5	Fixed Target
	100% of the students are enrolled in the Learning Management System of the University	QE	(100% = 217/217*100 subject load of the students are enrolled in the Learning Management System of the University	5	5		5	Fixed Target

1.1. Delivery of Instruction

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Major Final Output (MFO) / Program, Activity & Project (PAP) (a)	Success Indicator (Targets + Measures) (b)	Performance Standards (e)	Actual Accomplishments (f)	Rating (f)				Remarks (g)
				Q <sup>1</sup>	E <sup>2</sup>	T <sup>3</sup>	A <sup>4</sup>	
	100% of the course syllabi covered.	E	no TOS submitted		1		1	Fixed Target
	1 instructional material (IM) per subject taught is submitted for IMDPPO approval/certification for use	E	(100% = 3/3*100) 3 out of 3 instructional material (IM) are submitted for IMDPPO approval/certification for use		5		5	Fixed Target
	100% of examinations, quizzes, and assignments are checked and returned	QE	100% of examinations, quizzes, and assignments of the activities were checked.	5	5		5	Fixed Target
	100% of error free gradesheets are submitted on the deadline.	QET	(100% = 6/6*100) 6 out of 6 of error free gradesheets are submitted.	5	5	1	3.667	Fixed Target. Deadline: June 11, 2021
1.2. Conduct of Research Project	One Membership in Research Work (one research proposal submitted for external funding)	QT	None was Accomplished	1		1	1	Fixed Target
1.3. Conduct of extension activity	One Membership in Extension Work (Involvement in the conduct of Webinar Series 2021)	QE	One Membership in Extension Work are compiled (Involvement in the conduct of Webinar Series 2021)	5	5		5	Fixed Target
1.4. Student Consultation Services	100% of students needs/ requests are attended/resolved	QE	100% accomplished. All concerns of the students were responded and addressed.	5	5		5	Fixed Target
1.5. Advising/coaching/mentoring	80% of advisees were able to complete their theses on deadline	ET	N/A No assignment was given this period					Demand Driven
1.6 Professional development	Attend to at least 1 training, seminar, workshop (local, national, international) in a year.	E	Attending 1 training, seminar, workshop (local, national, international) in a year.		5		5	Fixed Target
	OPCR/PCR (commitment and review) submitted within the timelines	T	The OPCR commitment for Jan-Jun 2021 was and review for Jul-Dec 2020 were submitted more than 11 days after the deadline.			1	1	Fixed Target Comm: 1Rev: 1 (2/2)=1
	Documents for AACUP accreditation recommendations in the area assigned are 100% ready.	ET	(80% = 12/15*100) accomplished. Documents were already requested from concerned offices.		3	5	4	Fixed Target
	Documentation/terminal report of activities assigned are submitted within timelines.	ET	100% of required reports in instruction were not submitted.		5	5	5	Demand Driven

1.7 Submission of required reports

Date:

MA. J. J. V. TY  
Administrative Officer V

Northwest Samar State U  
RESOLVED MANAGEMENT  
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Major Final Output (MFO) / Program, Activity & Project (PAP) (a)	Success Indicator (Targets + Measures) (b)	Performance Standards (c)	Actual Accomplishments (f)	Rating (f)					Remarks (g)
4. Liquidation of cash advances / prepayments	100% liquidation of cash advances/prepayments within 1 month after the official travel	QET	N/A There was no CA made this period.	Q <sup>1</sup>	E <sup>2</sup>	T <sup>3</sup>	A <sup>4</sup>		Demand Driven
Sub-Total for 'B. Support Functions: (20%)':				5	5	5	5	5	
GRAND TOTAL =									

Legend: 1 - Quality; 2 - Efficiency; 3 - Timeliness; 4 - Average  
Note: Shaded portion shall be accomplished at the end of the rating or evaluation period. However, an "x" mark may be written at the appropriate column to indicate where a particular success indicator shall be rated.

Comments and Recommendations for Development Purposes: (to be accomplished by the immediate superior)		INDIVIDUAL PERFORMANCE RATING					RATING SCALE:	
Category		Weight (%)	Rating				5 - Outstanding	
A. Core Functions		80%	Average	3.827	Weighted	3.062	4 to 4.9 - Very Satisfactory	
B. Support Functions		20%		5.000		1.000	3 to 3.9 - Satisfactory	
Total Overall Rating		100%		8.827		4.062	2 to 2.9 - Unsatisfactory	
Final Weighted Rating						4.1	1 to 1.9 - Poor	
Adjectival Rating						Very Satisfactory		

Work for the unmet targets in research and expansion.

Discussed with:

Assessed by:

Recommended and Attested:

Final Rating:

I certify that I have discussed my assessment of the performance of the office through its head and this is deemed as his/her personal performance.

**DONALD M. PATIMO, DM**  
Immediate Supervisor/Dean, COM

Date: \_\_\_\_\_

Immediate Supervisor

Date: \_\_\_\_\_

**JEMAR L. SOMINO**  
COM/College Extension Coordinator

Date: \_\_\_\_\_

**RAMIL S. CATAMORA, Ed. D.**  
Vice President for Academic Affairs

Date: \_\_\_\_\_

**BENJAMIN B. PECAYO, Ed.D.**

Numerical= 4.1

Adjectival= VS

Northwest Samar State University  
HUMAN RESOURCE MANAGEMENT OFFICE  
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FROM THE ORIGINAL

MARIA JONEY, TY  
Administrative Officer V  
(HRMO III)

Date: \_\_\_\_\_