

**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS**

Name of Faculty Member: HADASHA N. BONGAT

January-June 2019

Program Involvement (1)	Percentage Weight of Involve-ment (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2 X 3)
1. Instruction			
a. Head/Dean (50%)		4.88x50%	2.44
b. Students (50%)		4.20x50%	2.10
Total for Instruction	80%		4.54
2. Research			
a. Client/Dir. For Research (50%)			
b. Dept. Head/Center Director (50%)			
Total for Research	10%		5.00
3. Extension			
a. Client/Dir for Extension (50%)			
b. Dept. Head/Center Director (50%)			
Total for Extension	5%		4.83
4. Administration	5%		4.67
5. Production			
TOTAL	100%		4.61

EQUIVALENT NUMERICAL RATING:

4.61

Add: Additional Points, if any:

0

TOTAL NUMERICAL RATING:

4.61

ADJECTIVAL RATING:

Outstanding

Prepared by:


HADASHA N. BONGAT

Name of Faculty


Reviewed by:


ANALITA A. SALABAO
Head, DBM

Recommending Approval:

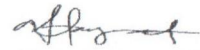

ANALITA A. SALABAO
Dean/Director

Approved:


BEATRIZ S. BELONIAS
Vice President

INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW FORM (IPCR)

I, HADASHA N. BONGAT, Instructor of the Department of Business and Management commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period January 2019 - June 2019


HADASHA N. BONGAT
 Ratee

Approved: 
ANALITA A. SALABAO
 Head, DBM

MFOs/PAPs	Success Indicators	Tasked Assigned	Target	Percentage of Actual Accomplis hment	Actual Accomplis hment	Rating				Remarks
						Q1	E2	T3	A4	
Advanced Education Services	1. Graduate Degree Program Management Services									
	PI1: Number of graduate degree specializations offered and monitored									
	PI2: Total FTE monitored									
	PI3: Percentage increase in number of graduate students enrolled									
	PI4: Percentage increase in the number of students who graduated within prescribed period									
Higher Education Services	Full Time Equivalent (FTE)	Teaching	18.00	140%	25.20	5	5	4	4.67	
	Vacation/Sick Leave									
	Number of Graduates:									
	Baccalaureate									
	Number of IMs Dev/Rev & Utilized	Compiler	1	200%	2	5	5	4	4.67	
	Revised IM's within the last 3 years									
	Advising									
	Approved case study manuscript	Adviser	1	1600%	16	5	5	5	5.00	
	Approved thesis outline									
	Approved thesis manuscript									
	Student Advising and Consult Services:									
	Number of student org advised	Adviser	1	100%	1	5	4	5	4.67	

[illegible]

	Regional/National/International Fora /Conferences:									
	In International		1	100%	1	5	5	5	5.00	
	In National									
	In Regional									
	In Local (Seminar/workshop)	Participant								
	Percentage of Research Projects Conducted and Completed on Schedule		50%	120%	60%	5	5	5	5.00	
	Number of scientific fora coordinated/facilitated									
	Number of linkages forged:									
	International									
	National									
	Regional									
Extn Services	Number of person-days trained	Trainer								
	Number of trainings conducted	RP	1	200%	2	5	5	5	5.00	
	Number of beneficiaries served:		1	200%	2	4	5	5	4.67	
	Groups/ Institutions		1	200%	2	5	5	5	5.00	
	Individuals									
	Awards recv (inter, natl, local):									
	Individual									
	Unit (Center, College, Department)									
	Technical/ Expert services									
	Consultancy	Consultant								
	Commodity teams									
	RDE reviewer/ panelist									
	Resource person	person	1	200%	2	5	5	4	4.67	
Seminars/symposium/ conference attended	Facilitator		1	200%	2	5	5	4	4.67	
	International		1	200%	2	5	5	5	5.00	
	National									
	Local/Regional									
Admin Support Services										
	Number of department mtgs attended		4	175%	7	5	4	5	4.67	
	Membership in University committees	Member								
	Membership in College committees	Member								

	Membership in the Department committees	Member	1	200%	2	5	5	4	4.67	
Department Head	Number of department meetings presided									
	Number of execom meetings attended									
	Number of UAC mtgs attended									
	Membership in university committees									
	Prompt submission of required documents									
	Annual Report									
	Procurement Plan									
	Staff Development Plan									
	Number of Faculty Mentored									
	Number of department activities supervised									
	Number of faculty members for study leave									
Total Over-all Rating									87.33	4.67

Average Rating (Total overall rating divided by 4)		4.85
Additional Points:		
Approved Additional points (with copy of approval)		
FINAL RATING		4.85
ADJECTIVIAL RATING		O

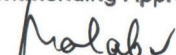
Comments & Recommendations
for Development Purpose:

*Disciplined young
with proven experience and skills.
a Ph.D. asap!*

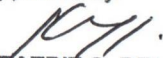
Evaluated & Rated by:


ANALITA A. SALABAO
Dept/Unit Head

Recommending Approval:


ANALITA A. SALABAO
Dean

Approved by:


BEATRIZ S. BELONIAS
Vice President

Date: _____

Date: _____

Date: _____

1 – Quality 2 - Efficiency 3 - Timeliness 4- Average

PERFORMANCE MONITORING & COACHING JOURNAL

	1st	Q U A R T E R
	2nd	
	3rd	
	4th	

Name of Office: Dept. of Business and Management

Head of Office: Analita A. Salabao

Number of Personnel: HADASHA N. BONGAT

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring	Checking on her plan for advanced degree	Sharing information and advice about policies, procedures, curriculum, instructional strategies etc.		Following up the progress of research/extension involvement of DBM	Very productive discussion
Coaching	Developing and managing independent research project	Tips on how to develop teaching guides and for teaching effectively		Encouraging her to take courses within VSU to sharpen her research and teaching skills and competence	Effective and successful

Note: Please indicate the date in the appropriate box when the monitoring was conducted.

Conducted by:


ANALITA A.SALABAO
Immediate Supervisor

Noted by:


ANALITA A.SALABAO
Dean, CME

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: HADASHA NAVARRA BONGAT

Performance Rating: January – June 2019

Aim: To acquire knowledge and skills in conducting agribusiness, economics and management research and community development.

Proposed intervention to improve performance and/or competence and qualification to assume higher responsibilities:

Date: January 2019

Target Date: June 2019

First Step:

- Attend training/ workshop, symposiums related to conduct agribusiness, economic and management research and community development.
- Attend training/ workshop on research, writing and publications.

Results:

- Participated/ co- facilitated final review of project research entitled "Developing fruit and vegetable value chain and integrating them in the community development in Southern Philippines spearheaded by the Australian Centre for International and Agricultural Research

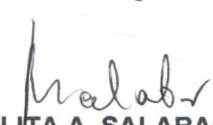
Next Step:

- Shared learnings, insights and experience and knowledge of different research frameworks to colleagues and students, and partner people organization.
- Prepared a journal publication regarding vegetable value chain and other topics related to the research conducted.
- Shared learnings, insights and experience on extension writing proposals to colleagues, students, and partner people's organizations.
- Apply learnings, knowledge and techniques and prepared an extension proposal for funding and implementation.

Outcome:

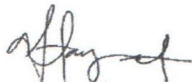
- Acquired knowledge, learnings, experience and developed skills in different agribusiness and economic research framework and methodology.
- Improved the faculty's ability to perform agribusiness and economic research.
- Grasp learning, insights, and knowledge of different approaches of conducting extension projects, see things from a different perspective, especially on the developing new ideas for extension projects.
- Enhanced faculty's writing skills in developing extension proposals.
- Developed linkages and networks with experts in writing proposals and conducting extensions projects.

Prepared by:


ANALITA A. SALABAO

Head, DBM

Conforme:



HADASHA N. BONGAT

Ratee