

Exhibit J

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

Name of Faculty Member: **Maria Louella C. Tambis** (January – June 2020)

Program Involvement	Percentage Weight of Involvement	Numerical Rating (Rating x%)	Equivalent Numerical
(1)	(2)	(3)	(2x3)
1. Instruction	40%		
a. Head/Dean (50%)		4.7 (.50) = 2.35	.94
b. Students (50%)		5.0 (.50) = 2.50	1.0
Total for Instruction		4.85 (.40)	1.94
2. Research	-	-	-
3. Extension	-	-	-
4. Administration (Admin. Support Services)	60%	4.40 (.60)	2.70
TOTAL	100%		4.58

EQUIVALENT NUMERICAL RATING:

4.58

Add: Additional Points, if any:


4.58

TOTAL NUMERICAL RATING:

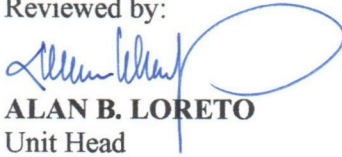
ADJECTIVAL RATING:

OUTSTANDING


Prepared by:


MARIA LOUELLA C. TAMBIS
Name of Faculty


Reviewed by:


ALAN B. LORETO
Unit Head

Recommending Approval:


OTHELLO B. CAPUNO
Chairman, PMT


Approved:



OTHELLO B. CAPUNO
Vice President for RDE

Visayas State University
OFFICE OF THE VICE PRESIDENT FOR RESEARCH AND EXTENSION
Visca, Baybay City, Leyte

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW (IPCR)

I, **MARIA LOUELLA C. TAMBIS**, Technology Protection and Transfer Office/ITSO , 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-JUNE 2020.


MARIA LOUELLA C. TAMBIS
Instructor I
Date: 9/18/20


ALAN B. LORETO
Head of Unit/Office
Date: 10/7/20

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Task Assigned	Target		Rating				Remark
					Actual Accomplishment	Quality	Efficiency	Timeliness	Average	
UMFO 2. HIGHER EDUCATION SERVICES										
OVPI UMFO 3. Higher Education Management Service										
	PI 5: Total FTE, coordinated, implemented and monitored	Actual Faculty's FTE	Handled and taught courses assigned	2	3.99	5	4	5	4.7	Comm 11- Purposive Comm
		Number of grade sheets submitted within prescribed period	Prepared gradesheet and submitted on or before deadline	1	1	4	5	5	4.7	
		Number of long examinations administered and checked	Administered and checked long examination for subjects taught	1	1 (Long Hr. Exam)	4	5	5	4.7	Midterm exam cancelled due to GCQ

		Number of trainings attended related to instruction	Attended mandated trainings	3	3	5	4	5	4.7	2- Flexible Learning organized by EVHEIs-FLMS Consortium; 1- Google Classroom Webinar
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UMFO 3 . RESEARCH SERVICES

TPTO/ITSO MFO 1. Intellectual Property (IP) Management Services

	PI 1: Number of VSU technologies applied for IP protection monitored and facilitated.	Monitored the status of VSU IP applications in PhilPat Database and assisted researchers in drafting response letter to office actions/examination reports from IPOPHL	46	46	5	5	4	4.7	
	PI 2: Number of VSU technologies and/ or creative works filed for protection (i.e patents, utility model, copyright, trademark)	Prepared the requirements in filing for IP protection and submit it to concerned agencies i.e IPOPHL, National Library	8	1	3	4	4	3.7	
	PI 3: Number of VSU technologies identified for protection is disclosed	Accepted invention disclosures submitted by faculty/researchers	8	6	4	4	5	4.3	For peer -review/ technology evaluation
	PI 4: Number of patent search conducted	Conducted patent/prior-art search	8	3	4	4	4	4	
	PI 5: Number of VSU IP applications drafted and submitted for review and approval	Reviewed the patent specification and claims prepared by researcher/s and submit to the immediate supervisor for comments and approval	4	1	3	4	5	3.7	
	PI 6: Number of IP awareness trainings/ seminars facilitated and conducted	Drafted training proposal Organizes/facilitates the conduct IP related seminar/trainings	15	-	-	-	-	-	Not yet conducted due to COVID-19 pandemic

TPTO MFO 2. ADMINISTRATIVE SUPPORT SERVICES

	PI 1: Number of university committees/special meetings facilitated and conducted	Facilitated university committee meetings i.e IPR, publication incentive, etc.	4	-	-	-	-	-	face-to-face meetings not allowed since GCC
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PI 2: Number of communications/reports/and other IP related documents signed and approved	Drafted communication letters, memorandums, vouchers, annual reports	-	106	4.5	4.5	5	4.7	
PI 3: Number of reports/IP and research related data prepared and submitted to the requesting party	Prepared and submitted IP related data needed by the requesting party	As requested	5	5	4	5	4.9	
PI 4: Number of faculty/researchers availed the VSU publication incentive	- Received/consolidated/prepared the List of Publication incentive (PI) Submissions for validation and approval of PICommittee	-	40 papers submitted	5	4.7	5	4.9	For validation
PI 5: Number of clients/beneficiaries who availed IP Services: <i>IP awareness seminar/training , patent search, patent drafting, technology transfer and licensing, Assistance and advice on IP management</i>	Provided IP management assistance to clients (walk-in, phone calls, emails)	As requested	10	4.5	4.5	4.5	4.5	
PI 6: Other task/accomplishment	Reviewed and submitted draft revision of the VSU IPR Policy to harmonize with Tech Transfer Act of 2009 and the Amended DOST-IPR related policies	As requested	1	4	4	4	4	Work-from-home output
Total Over-all Rating		62		Comments & Recommendations for Development Purpose: Good work !!! Keep it up !!!				
Average Rating		4.4						
Adjectival Rating		VERY SATISFACTORY						

Evaluated & Rated by:


ALAN B. LORETO
 Unit/Office Head

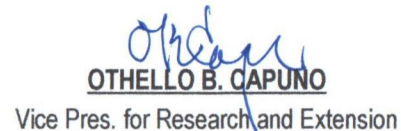
Date: _____

Recommending Approval:


OTHELLO B. CAPUNO
 Vice Pres. for Research and Extension

Date: _____

Approved:


OTHELLO B. CAPUNO
 Vice Pres. for Research and Extension

Date: _____