

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS
(JULY - DECEMBER 2018)

Name of Faculty Member: Dr. REMBERTO A. PATINDOL

Program Involvement	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating
(1)	(2)	(3)	(2x3)
1. Instruction	20%	5.00	1.00
Students (50%)	10%	5.00	0.50
TOTAL for Instruction	30%		
2. Research	-	-	
3. Extension	-	-	
4. Support to Operation	20%	4.96	0.99
5. Administration	50%	4.96	2.48
TOTAL	100%		4.97

EQUIVALENT NUMERICAL RATING: 4.97
Add: Additional Points, if any:
TOTAL NUMERICAL RATING: 4.97

ADJECTIVAL RATING: Outstanding

Prepared by:


REMBERTO A. PATINDOL
Name of Faculty

Approved by: 
EDGARDO E. TULIN
President

INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW (IPCR)

I, **Dr. Remberto A. Patindol**, Vice President for Administration and Finance, commits 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 31, 2018.

REMBERTO A. PATINDOL
VP for Admin. & Finance

Date:

Approved:

EDGARDO E. TULIN
President


Date:

MFO's/PAPs	Success Indicators	Target	Actual Accomplish-ment	Rating				Remarks
				Q	E	T	A	
MFO1: Advanced & Higher Education Services	Number of FTE implemented	5	6.97	5	5	5	5	Stat 210 (Lec and Lab), Stat 190
	Sub-total (Points):			5.00	5.00	5.00	5.00	
	Sub-Total (Average Score):			5.00	5.00	5.00	5.00	
MFO4: Administration and Support Services								
Administrative Services and Management	Number of Offices and units directly supervised and monitored	19	19	5	5	5	5.00	
	Number of university-wide committees chaired and coordinated	7	7	5	5	5	5.00	NAPB, BAC, Tree Mg't, Admin Scholarship, Disposal, PMT, CHED-ISA
	Number of university-wide committees meetings conducted	40	53	5	5	5	5.00	
	Number of biddings conducted, completed, and awarded	50	67	5	5	5	5.00	

	Number of administrative and financial documents reviewed and approved	4,500	5,970	5	5	5	5.00	
	Number of Memorandum issued	10	15	5	5	5	5.00	
	Number of linkages with external agencies maintained	10	12 (CSC, PASUC, DBM, CHED, NEDA, GSIS, PhilHealth, Ombudsman, GPPB, AO25 Secretariat, LGU Offices)	5	5	5	5.00	
Physical facilities development and maintenance	Number of infrastructure coordinated and monitored	90% completion of 2 Admin. Building, 1 Academic & research building and 1 IGP Bldg.	100% completion of 2 Admin. Building, 1 Academic & research buildings and 4 IGP Bldg.	5	5	4	4.67	
	Number of completed building repair coordinated and monitored	15 repair projects	15 completed repair projects	5	5	5	5.00	
	Number of completed power-related projects coordinated and monitored	12 projects	15 projects	5	5	5	5.00	
	Number of water and sewer lines improvement and maintainance projects coordinated and monitored	106	125	5	5	5	5.00	
	Number of repair and maintenance of light vehicles and heavy equipment programs coordinated and monitored	32	45	5	5	5	5.00	
	Number of collection & disposal of garbage monitored	250	300	5	5	5	5.00	
	Number of instrumentation, computers, cooling units, and laboratory facilities repaired, maintained, and monitored	250	546	4	5	5	4.67	

Financial Services and Management	Number of budget proposals reviewed and endorsed for UADCO and BOR approval	1 volume of budget proposal for 2019 submitted on time to governing bodies, error free	1 volume of budget proposal for 2019 submitted on time to governing bodies, error free	5	5	4	4.67	
	Percentage of database records updating monitored	100%	100%	5	5	4	4.67	
	Number of Accounting-related documents reviewed, coordinated and monitored	8,900 payrolls, vouchers, clearance	9,100 payrolls, vouchers, clearance	5	5	4	4.67	
	Amount of Disbursement coordinated and achieved based on obligations			5	5	4	4.67	Utilized MDS Funds in paying VSU transactions
Personnel Services and Management	No. of activities conducted in compliance to ISO requirements/alignment to QMS coordinated & monitored	2 RSP, 2 L&D, 1 PM and 3 R&R processes	2 RSP, 2 L&D, 1 PM and 3 R&R processes	5	5	5	5.00	
	Number of human resource management systems monitored	6	6	5	5	5	5.00	
	Number of appointments reviewed and approved	250 appointments	351 appointments	5	5	5	5.00	
Medical and Dental Health Services	Number of medical-related services monitored	2,950	1,959	5	5	5	5.00	
	Number of dental-related services monitored	1,540	5,519	5	5	5	5.00	
	Number of health-related training/seminar monitored	4	4	5	5	5	5.00	
Support Services	Efficient customer friendly frontline service	Zero complaint	Zero complaint	5	5	5	5.00	
	Sub-total (Points):			124	125	120	123	
	Sub-Total (Average Score):			4.96	5.00	4.80	4.92	
Total Over-all Rating				129	130	125	128	
Average Rating				4.98	5.00	4.90	4.96	
Adjectival Rating							0	


Received by:


TERESITA L. QUIÑANOLA

Head, PRPEO

Date: _____

Approved by:


EDGARDO E. TULÍN
President

Date: _____

PERFORMANCE MONITORING & COACHING JOURNAL

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

Name of Office: Office of the President


Head of Office: Dr. EDGARDO E. TULIN

Number/Name of Personnel: Dr. REMBERTO A. PATINDOL

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring					
Coaching					

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

Conducted by:


EDGARDO E. TULIN
✕ Immediate Supervisor

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: REMBERTO A. PATINDOL
Performance Rating: July 1 to December 31, 2018

Signature: _____

Aim:

Proposed Interventions to Improve Performance:

Date: July 1, 2018

Target Date: December 31, 2018

First Step: Attendance during the Seminar sponsored by POAP entitled "Effective Public Relationship Management" at Hotel Salcedo De Vigan last July 24-27, 2018.

Result: Learned some productivity ideas and innovation that can be applied in VSU.

Next Step: Identification and assessment of possible productivity and innovation activities for the VSU setting.

Outcome: Proposed productivity-enhancement activities/practices and innovations

Final Step/Recommendation:

Prepared by:


EDGARDO E. TULIN
3 President

Conforme:


REMBERTO A. PATINDOL
Vice President for Administration & Finance