

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: Dr. Marcelo A. Quevedo

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
Instruction			
Head/Dean (50%)		4.50 x50%= 2.25	
Students (50%)		4.50x50% = 2.25	
TOTAL for Instruction	25%	4.50 X 0.25 =	1.13
Research	50%	5.00 X 0.50 =	2.50
Extension	20%	5.00 x 0.20 =	1.00
Production	5%	4.33 X 0.05	0.22
TOTAL	100 %		4.85

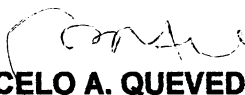
EQUIVALENT NUMERICAL RATING: 4.85

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 4.85

ADJECTIVAL RATING: Outstanding

Prepared by:


MARCELO A. QUEVEDO
Name of Faculty

Reviewed by:


ERLINDA A. VASQUEZ
Department Head

Approved:


OTHELLO B. CAPUNO
Vice President for Research and Extension

“Exhibit B”

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, MARCELO A QUEVEDO, of PhilRootcrops 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 1, 2018 to June 30, 2018.

MARCELO A QUEVEDO
Ratee

Approved:

ERLINDA A. VASQUEZ
Unit Head

MFO & PAPs	Success Indicators	Target	Actual Accomplishment	Rating				Remarks
				Q ¹	E ²	T ³	A ⁴	
Advanced & Higher Education Services	FTE	4.0 Teach , Hort 252, Hort 211	Taught Hort 252 and Hort 211	5	5	4	4.33	
	Number of Student Research Advising	4BSA (Hort) students	9 BS Students	5	5	4	4.33	
Research Services	<ul style="list-style-type: none"> Number of Outputs Presented in Regional/ National/ International Fora /Conferences Addendum: <ul style="list-style-type: none"> Implemented new project Generated research fund (DA-BAR) 	1	1	4	5	5	4.67	
		1	1					
			1					
			4.97 M	5	5	5	5	
Extension Services	Number of person-days trained	At least 90% of the requested training will be conducted on specified time with no valid complaint	No valid complaints	5	5	5	5	
Production Services (Resource Generation)	Number bags of feeds produced & delivered	90% of the requested feed rations produced and delivered to clienteles on time	90% of the requested feed rations produced and delivered to clienteles on time	5	4	4	4.33	
Administrative Services	Number of DTR for RA and Laborer signed	100 % of documents processed and acted within two days with zero complaint	No valid complaint	5	4	4	4.33	

Total Over-all Rating								4.57
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Average Rating (Total Over-all rating divided by 4)		
Additional Points:		
Punctuality	XX	
Approved Additional points (with copy of approval)	XX	
FINAL RATING		
ADJECTIVAL RATING	Outstanding	

Comments & Recommendations
for Development Purpose:

Needs to publish a paper out of the researches conducted.

Evaluated and Rated by:

Erlinda A. Vasquez
ERLINDA A. VASQUEZ
 Dircetor

Date: _____

Recommending Approval:

Jose L. Bacusmo
JOSE L. BACUSMO
 Dirctor for Research

Date: _____

Approved by:

Othello B. Capuno
OTHELLO B. CAPUNO
 Vice President for Research and Extension

Date: _____

- 1- Quality
- 2- Efficiency
- 3- Timeiness
- 4- Average

PERFORMANCE MONITORING & COACHING JOURNAL

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

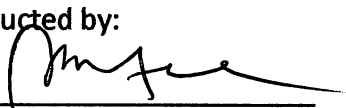
Name of Office: PhilRootcrops

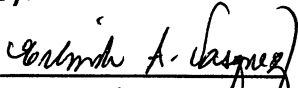
Head of Office: Dr. Erlinda A. Vasquez

Name of Personnel: MARCELO A. QUEVEDO 

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring Jan 26, 2018 Feb 6, 2018 March 6, 2018 May 7, 2018 June 25, 2018	one-on-one discussion on project / program progress	Monthly PRDC meeting	Issuance of internal memoranda		Attendance to PRDC monthly Meetings by the members of the Research and Development Council
Coaching	Research proposal production to DA/DA-BAR/PCAARRD /other agencies submission	one-on-one discussion on production of rootcrops Group coaching during PRDC Meetings Jan 26, 2018 Feb 6, 2018 March 6, 2018 May 7, 2018 June 25, 2018			Proposal prepared and submitted to DA-BAR Funded proposal on VSU Feedmill Upgarding

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

Conducted by: 
Immediate Supervisor

Noted by: 
Next Higher Supervisor

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Marcelo A. Quevedo
Performance Rating: Outstanding

Aim: Making of Fundable Research Proposal

Proposed Interventions to Improve Performance:

Date: January 2018 Target Date: June 30, 2018

First Step:
Secure priority research areas from funding agencies
Writing of research proposals, publish article in Journal

Result:
Written project research proposals ready for submission to funding agencies
Written research article ready for submission to Journal

Date: July 1, 2018 Target Date: December 31, 2018


Next Step:
Follow up the progress of the submitted research proposal(s)
Editing and rewriting of the submitted article

Outcome: Research proposal funded.
Published article in a reputable journal

Final Step/Recommendation:

Monitoring and evaluation of the conducted research project, and published article.

Prepared by:


ERLINDA A. VASQUEZ
Unit Head

Conforme:


Name of Ratee/ Faculty / Staff