

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

Name of Faculty Member: **Julieta R. Roa**

| Program Involvement | Percentage Weight of Involvement (2) | Numerical Rating (Rating x %) (3) | Equivalent Numerical Rating (2 x 3) |
|----------------------------------|---|--|--|
| Instruction | | | No instruction load |
| Head (50%) | | | |
| Students (50%) | | | |
| Total for Instruction | 25% | | |
| Research | | | |
| Client/Dir. for Research | | 5.00 x 0.5 = 2.50 | |
| Dept Head /Center Director (50%) | | 5.00 x 0.5 = 2.50 | |
| Total for Research | 50% | 5.00 x 0.5 = | 2.50 |
| Extension | | | |
| Client/Dir for Extension (50%) | | 5.00 x 0.5 = 5.00 | |
| Dept. Head/Center Director (50%) | | 5.00 x 0.5 = 5.00 | |
| Total for Extension | 25% | 5.00 x 0.25 = | 1.25 |
| | | | |
| | | | |
| Total | 100% | | 3.75 |

Equivalent numerical rating:
Add: additional Points if any:
Total Numerical Rating:
Adjectival rating:

3.75
SATISFACTORY

Prepared by:



MARIA ELSA M. UMPAD
Administrative Officer

Reviewed by:


ERLINDA A. VASQUEZ
Director


Approved

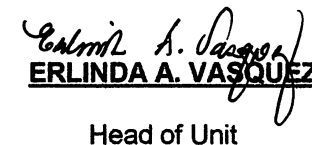

OTHELLO B. CAPUNO
Vice President for Research and Extension

"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **JULIETA R. ROA**, 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 to June 30, 2018.


JULIETA R. ROA
Ratee


ERLINDA A. VASQUEZ
Head of Unit

Date _____

| MFOs / PAPs | Success Indicators | Task Assigned | Target | Actual Accomplishment | Rating | | | | Remarks |
|---|--|--|--------|-----------------------|--------|----|----|----|---|
| | | | | | Q1 | E2 | T3 | A4 | |
| Advanced and Higher Education Services | <u>FTE</u> | | | | | | | | |
| | Number of workshop/ workshops of knowledge products | Lead role facilitator; write-up and editing; writing and review of materials | 6 | 8 | | | | | 4 projects; including the Aqua-based Business School, BFAR-FishCORAL, FoodSTART+ For use in TOF-ABS for ARMM For use during the March PhilRootcrops Anniversary. Learning Guides for India, INREMP and FishCORAL (ABS) implementation |
| | Number of FBS/ABS manual: Modules prepared Manual review | Prepares modules of the ABS Manual with CC&genderreview | 2 | 4 | | | | | |
| | Reviews materials for video presentation& IEC materials | Plansvideo/photo clips for IEPR/ATI knowledge products | 5 | 8 | | | | | |
| | Number of Learning Guides& Monitoring-Mentoring Guide for FBS implementation | Prepares Learning Guide for TOF-FBS; monitoring-mentoring guide | 4 | 6 | | | | | |
| Research Services | Amount /value of research funds / resources externally generated | Proponent/project leader of proposals; 2Approved;implemented | 1 | 2: 7 M | 5 | 5 | 5 | 5 | ATI extension proposal implemented; BAR cassava commercialization proposal approved; implemented |
| | Number of MOA / | | 3M | | | | | | |

| | | | | | | | | | |
|---------------------------|---|---|-----|-----|---|---|---|---|--|
| | MOU prepared / signed | Programme-related | 1 | 1 | | | | | |
| | Number of capacity development activities for researchers | Prepares Paper/ slide presentation; conducts workshop-training | 8 | 10 | | | | | With projects: INREMP, FishCORAL (ARMM & CARAGA), LAMP-India; NGOs (PMPI, Kaisahan; |
| | Number of proposals prepared and submitted | Prepares/packages proposal | 1 | 1 | | | | | DA-BAR/Technicom proposal |
| | Number of proposals reviewed | CGUARD, Corn-cassava | 10 | 15 | | | | | CGUARD/Corn-cassava proposals & new projects |
| | Number of membership in RDE Committee/TWG | International | 1 | 1 | | | | | Review and planning; 2 2- & 3-day sessions |
| | | National | 2 | 4 | | | | | Member, Technical Advisory Panel (TAP), FoodSTART+ PCAARRD, CGUARD & Corn-Cassava Program; Vice-Chair, PCAF-RIDSC |
| | Number of R&D projects monitor visits and consultation | Monitoring field visits and consultation meetings | 24 | 30 | | | | | Cassava & SP value chains, FoodSTART+ focus sites, IEPR sites Neys van HoogstratenFoundation-additional project started in October, 2017 |
| | Number of projects implemented | Implements the projects as to plan/design: As Project Leader As component/study leader | 6 | 7 | | | | | PCAF Terminal Report prepared for review by PCAF for finalization |
| | Number of Terminal Reports prepared | AsProjectleader | 1 | 1 | | | | | |
| Extension Services | Number of person-days trained | Serve as resource person / facilitate value chain & farmer business school, enterprise development, RTCs for food security, livelihoods and climate | 200 | 300 | 5 | 5 | 5 | 5 | In 7 Programs/projects, invitations as RP/facilitator in FishCORAL-BFAR Value Chain and FBS projects |

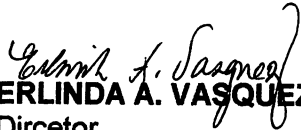
| | | | | | | | | |
|--|---|---|-----|-----|---|---|---|--|
| | smart agriculture, field work | | | | | | | |
| | Number of linkages forged | To forge linkage with various LGUs, private sector, POs, and NGOs | 5 | 6 | | | | LGUs, POs, government agencies, NGOs |
| | Number of value chains/ enterprises developed | Serves as Leader/coordinator in developing VCs | 20 | 25 | | | | BDS access on-going with value chain development initiatives; additional 3 sites (Palo, Hinunangan, St. Bernard, Poro-Camotes, Sumangga-MahayagOrmoc) |
| | Number of value chains/ enterprises initiated | Services/information delivery | 10 | 10 | | | | Including walk-in requests & consultations |
| | Number of beneficiaries served | Management/technical advisory extension services | 500 | 650 | | | | IEPR, cassava and SP value chains; including the review of the FBS manual for conversion to Aqua-based Business School for the BFAR=FishCORAL project (4 regions- ARMM, CARAGA, Bicol, Region 8) |
| | Number of IEC materials prepared/ reviewed | As Leader/reviewer | 6 | 7 | | | | Cassava chain mapping guide & performance analysis |
| | | | 5 | 5 | | | | |
| | Number of protocol/guides finalized | As leader/writer | 2 | 3 | | | | VCA Mapping Guide/ FBS/ABS Learning Guide/Monitoring-mentoring Guide |
| Production Services (Resource Generation) | Number of project monitoring /consultation of extension sites | Lead role facilitation as project leader | 15 | 20 | ✓ | ✓ | ✓ | Program/projects related services; requests from industry and NGOs and beneficiaries. |
| | Survey and planning for planting | | | | | | | Related to on-going Sp-ISP/Cassava projects; |

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

Comments & Recommendations for Development Purpose:

Needs to write a paper for publication.

Evaluated and Rated by:

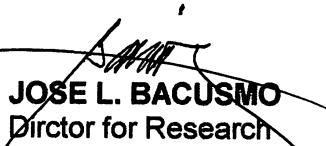


ERLINDA A. VASQUEZ
Dircetor

Date: _____

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

Recommending Approval:



JOSE L. BACUSMO
Dirctor for Research

Date: _____

Approved by:



OTHELLO B. CAPUNO
Vice President for Research and Extension

Date: _____

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: JULIETA R. ROA

| 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 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 project progress 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 / PCAARRD /other agencies New proposal for evaluation |

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

Conducted by:

Erlinda A. Vasquez
Immediate Supervisor

Noted by:

Erlinda A. Vasquez
Next Higher Supervisor

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: JULIETA R. ROA
Performance Rating: _____

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
Writing of terminal reports

Outcome: Research proposal funded,
Published article in a reputable journal
Research results in presented in related scientific conferences
Terminal reports prepared

Final Step/Recommendation:
Monitoring and evaluation of the conducted research project, and published article,
present paper in scientific conferences and preparation of terminal reports.

Prepared by:

Er Linda A. Vasquez
ERLINDA A. VASQUEZ
Unit Head

Conforme: [Signature]
Name of Ratee/ Faculty / Staff