

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

Name of Faculty Member: **Codog, Joy C.**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2x3)
Instruction			
Head/Dean (50%)		$5.0 \times 50\% = 2.5$	
Students (50%)		$4.00 \times 50\% = 2.00$	
TOTAL for Instruction	25%	$4.5 \times 0.25 =$	1.13
Research	50%	$4.79 \times 0.50 =$	2.40
Extension	25%	$5.0 \times 0.25 =$	1.25
TOTAL			<b>4.78</b>

EQUIVALENT NUMERICAL RATING: **4.78**

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: **4.78**

ADJECTIVAL RATING: **Outstanding**

Prepared by:

 2-5-24  
**PRECILA C. BELMONTE**  
Temp. Administrative Officer

Reviewed by:

 2-8-24  
**MARLON M. TAMBIS/EDGARDO E. TULIN**  
Assistant Director/Director

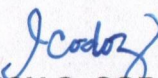
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
 2-12-24  
**DENNIS P. PEQUE**  
VP for Research Extension & Innovation




# **INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)**

I, JOY C. CODOG, of PhilRootcrops commits to deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period July to December, 2023.

  
**JOY C. CODOG**  
 Ratee 2/2/24

Approved:   
**MARLON M. TAMBIS**  
 Assistant Director 2/8/24

  
**EDGARDO E. TULIN**  
 Director

MFO & PAPs	Success/Performance Indicators	Tasks Assigned	Target	Actual Accomplishment	Rating				Remarks
					Q 1	E 2	T 3	A 4	
Higher Education Services									
PI 5: Total FTE coordinated, implemented & monitored*	Actual faculty's FTE	Handles and teaches courses assigned (Affiliate staff of the Dept. of Horticulture)	4.5	7.5	5	5	5	5	Hort 173 lab (21 students) and Hort 141 lab (29 students)
	Number of student research and field practice advising and OJT	Advises and corrects research outline and thesis manuscript	3	4	5	5	5	5	3 undergrad students 1 group (Senior high students)
	Number of hours spent on student consultation	Entertains students consulting on subject taught, thesis and grades	<4hrs per week	>8hrs per week	5	5	5	5	
P1 8: Number of students advised*	Number of students advised  As SRC Chairman As SRC Member	Advises and corrects research outline and thesis manuscript	3 3	8 8	5 5	5 5	5 5	5 5	As Chairman 3 - 4 <sup>th</sup> yr students 5 - 3 <sup>rd</sup> yr students  As SRC Member 8 - 4 <sup>th</sup> yr students



<b>PI 10: Number of instructional materials developed</b>	<b>a. Number of online-courseware developed and submitted:</b>		0	0					
	<i>Online ready courseware</i>		0	0					
	<i>Supplemental learning resources</i>		0	0					
	<i>Assessment tool</i>		0	0					
	<b>b. Number of virtual rooms created and operational</b>		0	0					
<b>PI 11. Additional Outputs</b>	<b>a. Other outputs implementing the new normal due to COVID-19</b>		0	0					
<b>Research Services</b>									
	<b>PI 1. Number of research outputs in the last three years utilized by the industry or by other beneficiaries*</b>	<b>a. Number of R&amp;D outputs patented/commercialized / used by the industry or by other beneficiaries</b> • Rootcrop varieties • Food product	0	0					
	<b>PI 2. Number of research outputs completed within the year*</b>	<b>a. Number of research outputs completed within the year</b>	0	-					
	<b>PI 3. Percentage of research outputs published internationally-referred or CHED recognized journal</b>	<b>a. Number of research and development outputs in the fields of agro- industrial technology* published in CHED recognized refereed journals</b>	0	0					



	within the year (2%)								
	<b>PI 4. Number of research outputs presented in regional/national/ int'l fora/conferences</b>	<b>a. International fora/conferences</b> <b>b. In National/ Regional fora/conferences</b>	1	1 Institutional	5	5	5	5	In-House review at RDE
	<b>PI 5. Percent of research proposals approved</b>	<b>a. Percentage of research proposals prepared, submitted &amp; approved</b>	1 research proposal	100% 1 research proposal	5	5	4	4.67	Project Title "Development of Molecular Diagnostics for Important Viruses Infecting Sweetpotato in Support to its Commercialization and Distribution of Quality Planting Materials"
	<b>PI 6. Additional Outputs</b>	<b>a. Number of research related awards (research conducted by faculty or student with faculty)</b>	0	0					
		<b>b. Research funds /Resources externally generated</b>	0	0					
		<b>c. Acquisition of research equipment</b>	0	0					
	No. of trainings/ seminars/webinars/ conference attended	Participate in different local and international trainings and seminars/webinars/conference	1	1	5	5	5	5	35 <sup>th</sup> VICARP-RRDEN Regional RDE Symposium
	Number of papers to be published in other peer-reviewed	Prepares and submit papers for publication	1	1	5	5	4	4.67	Under review



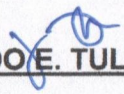
	publications (proceedings, monographs, etc.):								
<b>Extension Services</b>	Number of facilitated training and seminars	Act as resource person in training and seminars	0	0					
		Assist in trainings and seminars	0	0					
	Number of beneficiaries served: Groups/ Institutions and Individuals	To share expertise and technologies	0	4 students	✓	✓	✓	✓	3 MS and 1 PhD students
<b>Administrativ e function</b>	In-charge of tissue culture laboratory	Inventory of Lab equipment and supplies	1 (every 6mos)	1 (every 6mos)	✓	✓	✓	✓	
<b>Total Over-all Rating</b>									

<b>Average Rating (Total Over-all rating divided by 4)</b>		
<b>Additional Points:</b>		
<b>Punctuality</b>		
<b>Approved Additional points (with copy of approval)</b>		
<b>FINAL RATING</b>		F-93
<b>ADJECTIVAL RATING</b>		Outstanding

<b>Comments &amp; Recommendations for Development Purpose:</b>
<b>To attend capability build-up training in relation to the conduct of research.</b>
<b>To prepare research proposal for funding.</b>
<b>To pursue graduate studies.</b>



Evaluated & Rated by:

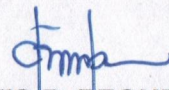
  
EDGARDO E. TULIN  
Director

Date: 2/8/24

  
MARLON M. TAMBIS  
Assistant Director

Date: 2/8/24

Approved by:

  
DENNIS P. PEQUE  
VP for Research, Extension and Innovation

Date: 2/12/24

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



PERFORMANCE MONITORING & COACHING JOURNAL

	1 <sup>st</sup>	Q U A R T E R
	2 <sup>nd</sup>	
X	3 <sup>rd</sup>	
X	4 <sup>th</sup>	

Name of Office: **PhilRootcrops**

Head of Office: **Dr. Edgardo E. Tulin & Prof. Marlon M. Tambis**

Name of Personnel: **JOY C. CODOG**

*Jardiz*

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring	One-on-one discussion on project/program progress/university's concerns	Monthly PRDC meeting Jan. 9, 2023 February 10, 2023 February 15, 2023 November 8, 2023	Issuance of memoranda		Attendance to PRDC monthly Meetings by the members of Research and Development Council
Coaching	Research proposal for submission to funding agencies	One-on-one discussion on project progress  Group coaching during PRDC Meetings			Proposal prepared and submitted to funding agencies  New proposal for evaluation

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

Conducted by:

**MARLON M. TAMBIS / EDGARDO E. TULIN**  
Assistant Director/Director

**EMPLOYEE DEVELOPMENT PLAN**Name of Employee: **JOY C. CODOG**

Performance Rating:

Aim: To implement on-going research projects and prepares research proposals  
To perform instruction function

Proposed Interventions to Improve Performance:

Date: July 1, 2023

Target Date December 31, 2023

First Step:

- 
- Implements on-going research projects
  - Prepares proposals for review and funding
  - Teaches courses at the DOH
  - Attends related trainings for capability build-up (leadership, management / administration) and other related trainings in relation to administrative duties

Result:

- 
- Implemented the scheduled activities of the research projects
  - Prepared and submitted proposals for review
  - Attended capability build-up trainings
  - Served as instructor and student adviser of Horticulture students
- 

Date: Jan 1, 2024

Target Date June 30, 2024

Next Step:

- Continue the implementation of research projects
- Follow-up the submitted proposals
- Attends capability build-up trainings
- Seek admission to possible universities for PhD studies

Outcome: Research projects continuously implemented  
Research accomplishments subjected for review and monitoring by the funding agency  
Instructor and adviser to Horticulture students  
Attended capability build-up trainings

Final Step/Recommendation:

- To maintain performance and or exceed the current performance; to submit proposals and continue doing four-fold functions of instruction, research, extension and production.
- To attend trainings on leadership, organizational management and effective administration.
- To seek admission to any qualified universities for her PhD studies

Prepared by:

  2024  
**MARLON M. TAMBIS/EDGARDO E. TULIN**  
Assistant Director/Director

Conforme:

  
**JOY C. CODOG**

Name of Ratee /Faculty/Staff

2/7/24