



Exhibit K

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS  
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **Loreto, Alan B.**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
Instruction			
Head/Dean (50%)		5.0 x 50%= 2.50	
Students (50%)		5.0 x 50% = 2.50	
TOTAL for Instruction	25%	5.00 X 0.25 =	1.25
Research	50%	5.0 X 0.50 =	2.50
Extension	20%	4.67 x 0.20 =	0.93
Production	2%	4.67 x 0.02 =	0.09
Administration	3%	5.0 x 0.03 =	0.15
TOTAL			<b>4.92</b>

EQUIVALENT NUMERICAL RATING: 4.92

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: **4.92**

ADJECTIVAL RATING:

**Outstanding**

Prepared by:

**MARIA ELSA M. UMPAD**  
Administrative Officer II

Reviewed by:

**ERLINDA A. VASQUEZ**  
Director

Approved:

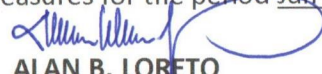
  
**OTHELLO B. CAPUNO**  
VOP for R&E

Vision: A globally competitive university for science, technology, and environmental conservation

Mission: Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.

# INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **ALAN B. LORETO**, of the 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 Jan-June, 2019.

  
**ALAN B. LORETO**  
 Ratee

  
 Approved: **ERLINDA A. VASQUEZ**  
 Head of Unit

MFO & PAPs	Success Indicators	Tasks Assigned	2018 Target	Actual Accomplishment	Rating				Remarks
					Q <sup>1</sup>	E <sup>2</sup>	T <sup>3</sup>	A <sup>4</sup>	
MFO 2: Higher Education Services	<ul style="list-style-type: none"> <li>FTE</li> <li>Thesis Adviser/Committee Member</li> </ul>	<ul style="list-style-type: none"> <li>Teach GEng 199</li> <li>Serve as thesis adviser/committee member</li> </ul>	1 subject	1 subject taught					
			1 BSGE students	2 BSGE students	5	5	5	5	
MFO 3: Research Services	<ul style="list-style-type: none"> <li>Number of Research Outputs Presented in Workshops/ Fora /Conferences</li> <li>Amount/value of research funds/resources externally generated</li> <li>Number of research on-going research projects conducted</li> <li>Number of research collaborations</li> <li>Number of Extension projects implemented</li> <li>Number of research papers submitted</li> <li>Number of Research/IP related workshops attended</li> </ul>	<ul style="list-style-type: none"> <li>Make research proposals</li> <li>Present in research review/conference</li> <li>Research fund generation</li> <li>Research projects assigned either as project/study leader</li> <li>Research projects with collaboration outside VSU</li> <li>Participate workshops</li> <li>Conduct extension activity</li> <li>Paper for publication</li> </ul>	1 project	2 projects – Climate Change	5	5	5	5	
			1 presentation	3 presentations					
			P1.0M	~P4 M (DA) ~P0.4 M (VSU)					
			2	3-CRVA and Graphic-Rich					
			1	2- CIAT, DA-SWCCO					
			1	2 Research Workshops					
			1	1-Multimedia Project					
			1	1 paper drafted					
MFO 4: Extension Services	<ul style="list-style-type: none"> <li>Number of persons-days trained</li> </ul>	<ul style="list-style-type: none"> <li>Conduct training</li> </ul>	2	3 CRVA Trainings conducted at 5 days each	5	5	4	4.67	

MFO6: General Adm. Support Services	<ul style="list-style-type: none"> <li>Number of MOU/MOAs facilitated related to IP Tech Transfer</li> </ul>	<ul style="list-style-type: none"> <li>Drafts MOU/MOA with IP related concerns</li> </ul>	1		5	5	4	9.87	
	<ul style="list-style-type: none"> <li>Number of technologies facilitated for protection</li> </ul>	<ul style="list-style-type: none"> <li>Invention Disclosures and Patent drafted</li> </ul>	2		5	5	5	5	
	<ul style="list-style-type: none"> <li>100% of meetings and travels convened/ presided/facilitated/ photo-documented</li> </ul>	<ul style="list-style-type: none"> <li>Convene, preside, facilitate meetings and travels</li> </ul>	100%						
	<ul style="list-style-type: none"> <li>100% of PhilRootcrops committee assignments complied</li> </ul>	<ul style="list-style-type: none"> <li>Do assigned tasks for committees</li> </ul>	100%						
Total Overall Rating									4.87

Average Rating (Total Over-all rating divided by 16)		
Additional Points:		
Punctuality		
Approved Additional points (with copy of approval)		
FINAL RATING		4.87
ADJECTIVAL RATING		Outstanding

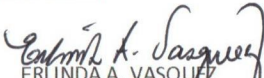
Comments & Recommendations for Development Purpose:

To present paper in related scientific gatherings

To publish research results in CHED referred journals

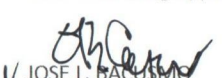
To attend leadership and management training

Evaluated & Rated:

  
 ERLINDA A. VASQUEZ  
 Director, PhilRootcrops


Date: \_\_\_\_\_

Recommending Approval:

  
 JOSE L. BACCUS  
 Director for Research

Date: \_\_\_\_\_

Approved by:

  
 OTHENIO B. CAPUNO  
 VP, Research & Extension

Date: \_\_\_\_\_



PERFORMANCE MONITORING & COACHING JOURNAL

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

Name of Office: PhilRootcrops

Head of Office: Dr. Erlinda A. Vasquez

Name of Personnel: ALAN B. LORETO 

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
<b>Monitoring</b> Jan 7, 2019 March 1, 2019 April 1, 2019 May 20, 2019 June 17, 2019	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
<b>Coaching</b>	Research proposal production to DA/DA-BAR/PCAARRD /other agencies submission	one-on-one discussion on project progress  Group coaching during PRDC Meetings  Jan 7, 2019 March 1, 2019 April 1, 2019 May 20, 2019 June 17, 2019			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  
Director

**EMPLOYEE DEVELOPMENT PLAN**Name of Employee: **ALAN B. LORETO**Performance Rating: **Outstanding**Aim: To implement on-going research projects  
To submit proposal for funding

Proposed Interventions to Improve Performance:

Date: January 1, 2019Target Date: June 30, 2019

First Step:

---

Implements on-going research projects  
Prepares proposals for review and funding  
Attends related trainings for capability build-up (leadership, management / administration) and other related trainings

Result:

- 
- Implemented the scheduled activities of the research projects
  - Presented research results to 1<sup>st</sup> level review (In-house Review) and 2<sup>nd</sup> level review
  - Prepared and submitted proposals for review
  - Attended capability build-up trainings
  - Served as professor and student adviser of Geodetic Engineering students
  - Performed administrative function as head of ITSO office
- 

Date: July 1, 2019Target Date: Dec 31, 2019

Next Step:

Continue the implementation of research projects  
Follow-up the submitted proposals  
Attends capability build-up trainings

Outcome: Research projects continuously implemented  
Research accomplishments subjected for review and monitoring by the funding agency  
Professor and adviser to Geodetic Engineering 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.

Prepared by:

  
ERLINDA A. VASQUEZ  
Director

Conforme:

  
\_\_\_\_\_  
Name of Ratee Faculty/Staff