

## Summary of Individual Ratings of Faculty Members With Multiple Functions

NAME OF FACULTY MEMBER: MARLITO M. BANDE

| Program Involvement<br>(1)          | Percentage<br>Weight of<br>Involvement<br>(2) | Numerical Rating<br>(Rating x %)<br>(3) | Equivalent<br>Numerical<br>Rating<br>(2x3) |
|-------------------------------------|---|---|--|
| 1. INSTRUCTION                      |   |   |  |
| a. Head/Dean (50%)                  |   | 4.84 x 50% = 2.42                       |  |
| b. Students (50%)                   |   | 3.86 x 50% = 1.93                       |  |
| Total for Instruction               | 40%   | 4.35                                    | 1.74                                       |
| 2. RESEARCH                         |   |   |  |
| a. Client/Dir. for Research (50%)   |   |   |  |
| b. Dept. Head/Center Director (50%) |   |   |  |
| Total for Research                  | 30%   | 5.00                                    | 1.50                                       |
| 3. EXTENSION                        |   |   |  |
| a. Client/Dir. for Extension (50%)  |   |   |  |
| b. Dept Head/Center Director (50%)  |   |   |  |
| Total for Extension                 | 20%   | 5.00                                    | 1.00                                       |
| 4. ADMINISTRATION                   | 10%   | 5.00                                    | 0.50                                       |
| 5. PRODUCTION                       |   |   |  |
| <b>TOTAL</b>                        |   |   | <b>4.74</b>                                |

EQUIVALENT NUMERICAL RATING: 4.74  
 Add: Additional Points, if any : \_\_\_\_\_  
 TOTAL NUMERICAL RATING : 4.74  
 ADJECTIVAL RATING : OUTSTANDING

**Prepared by:**

  
**MARLITO M. BANDE**  
 Associate Professor IV  
 ITEEM

**Reviewed by:**

  
**ELIZA D. ESPINOSA**  
 Director, ITEEM

**Recommending Approval:**

  
**DENNIS P. PEQUE**  
 Dean, OFES

**Approved:**

  
**BEATRIZ S. BELONIAS**  
 Vice-President for Academic Affairs

**"EXHIBIT B"**

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

I, MARLITO M. BANDE, *Associate Professor IV* of the INSTITUTE OF TROPICAL ECOLOGY & ENVIRONMENTAL MANAGEMENT (ITEEM), COLLEGE OF FORESTRY AND ENVIRONMENTAL SCIENCE (CFES) 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 to JUNE, 2022.

**MARLITO M. BANDE**

RATEE

Approved:

**ELIZA D. ESPINOSA**

































DIRECTOR, ITEEM

**DENNIS P. PEQUE**

DEAN, CFES

| MFO No.   | Description of MFO's/PAPs                              | Success/ Performance Indicators (PI)   | Tasks Assigned                                 | Target | Actual Accomplish-ment | Rating |   |   |   | Remarks<br>(Indicators in percentage should be supported with numerical values in numerators and denominators)   |
|---|--|--|--|--------|------------------------|--------|---|---|---|--|
|   |  |  |  |        |                        | Q      | E | T | A |  |
| UMFO 1. ADVANCED EDUCATION SERVICES                     |  |  |  |        |                        |        |   |   |   |  |
| OVPI MFO 1. Graduate Degree Program Management Services |  |  |  |        |                        |        |   |   |   |  |
|   | PI 1: Graduate school faculty engaged in research work | Percentage of graduate school faculty engaged in research work applied in any of the following:  |  |        |                        |        |   |   |   |  |
|   |  | Actively pursuing in the last three (3) years (investigative research, basic and applied scientific research, policy research social science research) | Conducts basic and applied scientific research | 25%    | 100%                   | 5      | 5 | 5 | 5 | Ecological Assessment and Conservation of Aquilaria malaccensis Through Sustainable Agarwood Production in Leyte and Biliran Islands, Philippines (ECoSAP)<br><br>Study 2: Propagation of Quality Planting Materials, Carbon Sequestration Potential and Socioecological Assessment of A. malaccensis-based Agroecological Production Systems in Leyte and Biliran Islands |



| MFO No.  | Description of MFO's/PAPs                             | Success/ Performance Indicators (PI)                                   | Tasks Assigned   | Target | Actual Accomplish-ment | Rating  |   |   |   | Remarks<br>(Indicators in percentage should be supported with numerical values in numerators and denominators) |
|--|---|--|--|--------|------------------------|---|---|---|---|--|
|  |   |  |  |        |                        | Q   | E   | T   | A   |  |
| OVPI MFO 2. Graduate Student Management Services |   |  |  |        |                        |   |   |   |   |  |
|  | PI 4: Total FTE coordinated, implemented & monitored* | Actual Faculty's FTE   | Handles subjects/courses assigned                                  | -      | 0.69                   |    |    |    |    | 2nd sem 2021-2022 (January-June)<br>TREC 208, 299  |
|  | PI 8: Number of graduate students advised *           | Number of students advised as academic adviser                         | Acts as academic adviser to graduate students                      | 1      | 6                      |    |    |    |    | Florentino, Latoreno, Maguchu, Mayo, Pelino, Tulin,  |
|  |   | Number of students advised on thesis as GAC Chairman                   | Advises and corrects research outline and thesis manuscript        | -      | 4                      |    |    |    |    | Florentino, Gundemaro, Pelino, Tulin,  |
|  |   | Number of students advised on thesis as GAC Member                     | Advises and corrects research outline and thesis manuscript        | 1      | 5                      |    |    |    |    | Clavite , Hijada, Latoreno, Loreto, Bernaldez  |
|  |   | Number of students entertained for consultation purposes               | Entertains students seeking consultation with faculty              | 1      | 16                     |    |    |    |    | All academic advisees, GAC Chairs and Members  |
|  | PI 9: Number of instructional materials developed *   | Number of on-line ready courseware developed and submitted for review: |  |        |                        |   |   |   |   |  |
|  |   | On-line ready courseware   | Prepares Instructional module                                      | 1      | 2                      |  |  |  |  | TREC 208 and TREC 299  |
|  |   | Flexible instructional materials                                       | Prepares and submits instructional module for review               | 1      | 2                      |  |  |  |  | TREC 208 and TREC 299  |
|  |   | Supplemental learning resources  | Prepares Power Point presentation, and references on course taught | 1      | 26                     |  |  |  |  | 6 ppt; 20 references   |

| MFO No.  | Description of MFO's/PAPs                                       | Success/ Performance Indicators (PI)  | Tasks Assigned   | Target | Actual Accomplishment | Rating   |          |          |                              | Remarks<br>(Indicators in percentage should be supported with numerical values in numerators and denominators)                                       |
|--|---|---|--|--------|-----------------------|----------|----------|----------|------------------------------|--|
|  |   |   |  |        |                       | Q        | E        | T        | A                            |  |
|  |   | <i>Assessment tools</i>   | Prepares assessment tools for assessing student's learning                                       | 1      | 3                     | <i>5</i> | <i>5</i> | <i>5</i> | <i>5</i>                     | Sustainability Analysis report, ppt, Oral presentation/exam  |
|  | PI 10. Number of virtual classrooms created and operationalized | Number of virtual classrooms created and operational  | Creator of virtual classroom using MOODLE (VSUEE)  | 1      | 2                     | <i>4</i> | <i>4</i> | <i>4</i> | <i>4</i>                     | TREC208 and TREC299  |
| <b>UMFO 2. HIGHER EDUCATION SERVICES</b>                 |   |   |  |        |                       |          |          |          |                              |  |
| <b>OVPI UMFO 3. Higher Education Management Services</b> |   |   |  |        |                       |          |          |          |                              |  |
|  | PI 5: Total FTE, coordinated, implemented and monitored *       | Actual Faculty's FTE  | <i>Handles and teaches courses assigned</i>  | 1.5    | 5.5                   | <i>5</i> | <i>5</i> | <i>5</i> | <i>5</i>                     | Envi 198(36 students @ 1 hr per week) and Envi 116n(37 students @ 2 hrs per week)  |
|  |   | Number of grade sheets submitted within prescribed period   | Prepares gradesheet and submits on or before deadline  | -      | 3                     | <i>5</i> | <i>4</i> | <i>4</i> | <i>4.33</i><br><i>(1.33)</i> | Envi 198, Envi 116n and Envi 200.4   |
|  |   | Number of INC and deferred grade submitted within prescribed period   | Prepare and submit INC and deferred grade  |        | 13                    | <i>5</i> | <i>5</i> | <i>5</i> | <i>5</i>                     | 1 <sup>st</sup> Sem SY 2021-2022:<br>Envi 113n- 2 students (BSDC); 6 students (BSES)<br>Envi 121n- 5 students (BSES)                                 |
|  |   | Number of trainings attended related to instruction   | Attend mandated trainings related to instruction   | -      | 1                     | <i>5</i> | <i>4</i> | <i>4</i> | <i>4.33</i><br><i>(1.33)</i> | Mandatory Orientation and Re-orientation of Academic Advisers and College Hotline Agents   |
|  |   | Number of long examinations/term exam administered and checked  | Administers and checks long examination for subjects taught                                      | 1      | 111                   | <i>5</i> | <i>5</i> | <i>5</i> | <i>5</i>                     | Envi 116n (111)- 1 long exam, 1 midterm exam, 1 final exam for 37 students   |
|  |   | Number of assessment (quizzes/e-tivity, write-up), learning task, motivation questions administered and checked | Prepares and checks assessment (quizzes/e-tivity, write-up), learning task, motivation questions | 5      | 294                   | <i>5</i> | <i>5</i> | <i>5</i> | <i>5</i>                     | Envi 116n (222)- 1 reflection paper, 5 quizzes for 37 students<br>Envi 198 (72)- 1 ppt presentation, 1 write-up of Chapter 1 outline for 36 students |



| MFO No. | Description of MFO's/PAPs                                   | Success/ Performance Indicators (PI)                          | Tasks Assigned  | Target | Actual Accomplishment | Rating   |          |          |             | Remarks<br>(Indicators in percentage should be supported with numerical values in numerators and denominators)                              |
|---------|---|---|---|--------|-----------------------|----------|----------|----------|-------------|---|
|         |   |   |   |        |                       | Q        | E        | T        | A           |   |
|         | <b>PI 8:</b> Number of students advised: *                  | Number of students advised as Academic Adviser to students    | <i>Acts as academic adviser to students</i>                               | 13     | 44                    | <i>5</i> | <i>5</i> | <i>5</i> | <i>5</i>    | 2 <sup>nd</sup> Sem SY 2021-2022  |
|         |   | Number of students advised on thesis as Thesis Adviser        | Advises, and corrects research outline and thesis manuscript              | 2      | 5                     | <i>5</i> | <i>5</i> | <i>5</i> | <i>5</i>    | JAsombrado, DBillona, CCamarines, DCanabe, ADonaire   |
|         |   | Number of students advised on thesis as SRC Chairman          | Advises, and corrects research outline and thesis manuscript              | 4      | 6                     | <i>5</i> | <i>5</i> | <i>5</i> | <i>5</i>    | KMVeloso, Gavan, Valida, Flores, Lee, Santiañez   |
|         |   | Number of students advised on thesis as SRC Member            | Advises and corrects research outline and thesis manuscript               | 1      | 1                     | <i>5</i> | <i>5</i> | <i>5</i> | <i>5</i>    | Cinto   |
|         |   | No. of approved manuscript submitted within prescribed period | Reviews and approves thesis manuscript                                    | 4      | 5                     | <i>5</i> | <i>5</i> | <i>5</i> | <i>5</i>    | JAsombrado, DBillona, CCamarines, DCanabe, ADonaire   |
|         |   | On consultation   | Entertains students consulting on subject taught, thesis and grades       | 4      | 84                    | <i>5</i> | <i>5</i> | <i>4</i> | <i>4.67</i> | Academic advisees, thesis advisees, thesis SRC committees and students under the subjects handled during 2 <sup>nd</sup> Sem (SY 2021-2022) |
|         | <b>PI 10:</b> Number of instructional materials developed * | Number of on-line course ware developed and submitted :       |   |        |                       |          |          |          |             |   |
|         |   | <i>On-line ready courseware</i>                               | Review the Instructional module submitted by faculty members              | -      | 2                     | <i>5</i> | <i>5</i> | <i>5</i> | <i>5</i>    | Envi 116n and Envi 198  |
|         |   | <i>Flexible instructional materials</i>                       | Prepares and submits instructional materials (learning module) for review | -      | 2                     | <i>5</i> | <i>5</i> | <i>5</i> | <i>5</i>    | Envi 116n and Envi 198  |

| MFO No.                           | Description of MFO's/PAPs  | Success/ Performance Indicators (PI)  | Tasks Assigned   | Target | Actual Accomplishment | Rating |   |   |      | Remarks<br>(Indicators in percentage should be supported with numerical values in numerators and denominators)   |
|-----------------------------------|--|---|--|--------|-----------------------|--------|---|---|------|--|
|                                   |  |   |  |        |                       | Q      | E | T | A    |  |
|                                   |  | <i>Supplemental learning resources</i>  | Prepares PowerPoint presentation for the subjects taught                                     | 1      | 9                     | 5      | 5 | 5 | 5    | Envi 116n: 7 ppt<br>Envi 198: 2 ppt  |
|                                   |  | <i>Assessment tools</i>   | Prepares assessment tools used to assess the students' learning                              | -      | 11                    | 5      | 5 | 5 | 5    | Envi 116n (9): long exam, term exam, final exam, reflection paper, quiz<br>Envi 198 (2): ppt and Write-up  |
|                                   | <b>PI 11:</b> Number of virtual classrooms created and operationalized   | Number of virtual classrooms created and operationalized  | Creates virtual classroom using MODDLE (VSUEE)   | -      | 2                     | 5      | 5 | 4 | 4.67 | Creator: Envi 116n and Envi 198  |
|                                   | <b>PI 12:</b> Additional Outputs   | Number of on-line course were reviewed by TRP & edited by MMDC editor   | Submits the course were duly reviewed by TRP for editing by MMDC editor                      | -      | 2                     | 5      | 5 | 4 | 4.67 | Envi 116n and Envi 198   |
| <b>UMFO 3 . RESEARCH SERVICES</b> |  |   |  |        |                       |        |   |   |      |  |
|                                   | <b>PI 1.</b> Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries * | Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *     | Conducts research (study leader) for possible utilization by industry or other beneficiaries | 1      | 1                     | 5      | 5 | 5 | 5    | Rainforestation and Nursery Establishment  |
|                                   | <b>PI 2.</b> Number of research outputs completed within the year *  | Number of research outputs completed within the year *  | Conducts and completes research project (study leader) within the year                       | 1      | Research continuing   | 5      | 5 | 5 | 5    | Ecological Assessment and Conservation of <i>Aquilaria malaccensis</i> Through Sustainable Agarwood Production in Leyte and Biliran Island, Philippines (ECoSAP) |
|                                   | <b>PI 3.</b> Percentage of research outputs published in internationally-referred or                                     | Percentage of research outputs published in internationally-refereed or CHED recognized journal within the year |  |        |                       |        |   |   |      |  |



| MFO No.   | Description of MFO's/PAPs   | Success/ Performance Indicators (PI)  | Tasks Assigned   | Target | Actual Accomplishment | Rating |   |   |   | Remarks<br>(Indicators in percentage should be supported with numerical values in numerators and denominators)   |
|---|---|---|--|--------|-----------------------|--------|---|---|---|--|
|   |   |   |  |        |                       | Q      | E | T | A |  |
|   | CHED recognized journal within the year (2%) *                                      | <i>In refereed Int'l</i>  | Co-authored published materials out of research outputs                          | 1      | 2                     | 5      | 5 | 5 | 5 | KNF, RBA, JOP, <b>MMB</b> : Growth Performance of <i>Trema orientalis</i> L. (Blume) Ulm. Seedlings in Response to Mineral Nutrient Omission<br><br>LCC, JOP, SBL, <b>MMB</b> : Conservation and Ecological Threats of Agarwood ( <i>Aquilaria</i> sp.) on Leyte Island, Philippines |
|   |   | <i>In refereed nat'l/regional book</i>  | Writes publishable materials out of research outputs and submits for publication | 1      | 1                     | 5      | 5 | 5 | 5 | GCF, <b>MMB</b> : The Role of Rainforestation in Forest Landscape Restoration and Conservation in the Island Municipality of Pilar, Camotes, Cebu  |
|   |   |   |  |        |                       |        |   |   |   |  |
| <b>PI 4.</b> Number of research outputs presented in regional/national/ int'l fora/conferences* | Number of research outputs presented in regional/national/ int'l fora/conferences * |   |  |        |                       |        |   |   |   |  |
|   | <i>In int'l fora/conferences</i>  | Facilitate and assist the corresponding author in the submission and presentation of the research paper in scientific conferences | -  | 2      | 5                     | 5      | 5 | 5 | 5 | KNF, RBA, JOP, <b>MMB</b> : Growth Performance of <i>Trema orientalis</i> L. (Blume) Ulm. Seedlings in Response to Mineral Nutrient Omission<br><br>LCC, JOP, SBL, <b>MMB</b> : Conservation and Ecological Threats of Agarwood ( <i>Aquilaria</i> sp.) on Leyte Island, Philippines |
|   | <i>In nat'l/regional fora/conferences</i>   | Facilitate and assist the corresponding author in the submission and presentation of the research paper in scientific conferences | -  | 1      | 5                     | 5      | 5 | 5 | 5 | LCC, JOP, SBL, <b>MMB</b> : Population Assessment of Agarwood ( <i>Aquilaria</i> sp.) on Leyte Island (Science and Humanities Journal)   |
| <b>PI 5.</b> Percent of research proposals approved *   | Percentage of research proposals prepared, submitted and approved                   | Prepares research proposals, submits and follows up its approval for immediate implementation                                     | 50%  | 100%   | 5                     | 5      | 5 | 5 | 5 | Ecological Assessment and Conservation of <i>Aquilaria malaccensis</i> Through Sustainable Agarwood Production in Leyte and Biliran Island, Philippines (ECoSAP)   |

| MFO No.                           | Description of MFO's/PAPs  | Success/ Performance Indicators (PI)   | Tasks Assigned  | Target | Actual Accomplishment | Rating |   |   |   | Remarks<br>(Indicators in percentage should be supported with numerical values in numerators and denominators)  |
|-----------------------------------|--|--|---|--------|-----------------------|--------|---|---|---|---|
|                                   |  |  |   |        |                       | Q      | E | T | A |   |
|                                   | <b>PI 6.</b> Additional outputs*   | <i>Other outputs implementing the new normal due to covid 19</i>   | Attends online trainings/seminars/workshops related to research to support in implementing the new normal due to covid 19 | -      | 8                     | 5      | 5 | 5 | 5 | Conduct Field Assessment of the Wild Population of Aquilaria in Brgy. New Taligue Abuyog Leyte January 3-12, 2022; Conduct and discuss EcoSAP project PENRO Maasin City, CENRO San Juan and Hinunangan So. Leyte on February 2, 2022; Conduct and discuss Eco-SAP project with the farmers and adopters in Brgy. Pinamanagan, Abuyog, Leyte on February 13, 2022; Present Climate-Smart Agriculture through Rainforestation Farming Approach at the Provincial Local Government Unit of So. Leyte Maasin City on February 15, 2022; Present output of the Eco-SAP on the Sangguniang Panlalawigan Regular Session in Session Hall Legislative Building, Capitol Grounds, Tacloban City on February 24, 2022; Present of the Eco-SAP on the Sangguniang Bayan Regular Session in Abuyog Leyte on March 08, 2022; Present the Eco-SAP project to the Barangay Council of Brgy. Catmon, Silago, Leyte on June 17, 2022; Monitoring using Drone Technology by RESTOR Platform on June 19-24, 2022 |
| <b>UMFO 4. EXTENSION SERVICES</b> |  |  |   |        |                       |        |   |   |   |   |
|                                   | <b>PI 1.</b> Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities * | Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders facilitated and maintained | Identifies and links with probable partners for extension activities and maintains this active partnership                | 2      | 10                    | 5      | 5 | 5 | 5 | EDC, LGU (Barugo, Alangalang, Sta Fe, San Miguel, San Isidro, Calubian, Villaba)<br><br>VSU Internationalization Program: LGU (Abuyog, Baybay)  |



| MFO No. | Description of MFO's/PAPs  | Success/ Performance Indicators (PI)  | Tasks Assigned  | Target | Actual Accomplishment | Rating |   |   |   | Remarks<br>(Indicators in percentage should be supported with numerical values in numerators and denominators)  |
|---------|--|---|---|--------|-----------------------|--------|---|---|---|---|
|         |  |   |   |        |                       | Q      | E | T | A |   |
|         | <b>PI 2.</b> Number of trainees weighted by the length of training   | Number of trainees weighted by the length of training   | Conducts trainings among beneficiaries of technologies for transfer   | 25     | 483                   | 5      | 5 | 5 | 5 | Training and Workshop on Rainforestation: A Strategy on Ecosystem Based Disaster Risk Reduction on June 2-3, 2022 at Brgy. Maganhan, Baybay City; (46 Participants); ITEEM 3-day Webinar Series: Marine and Coastal Erosion (131 views); Social Impact Studies in Relation to Climate Change (111 views); Disaster Risk Reduction; Geology and Pedology of Leyte Island; and Rainforestation as a Strategy for Rehabilitating Landslide Prone Areas (195 views) |
|         | <b>PI 3.</b> Number of extension programs organized and supported consistent with the SUC's mandated and priority programs                                 | Number of extension programs/projects implemented   | Implements duly approved extension projects                           | 2      | 5                     | 5      | 5 | 5 | 5 | Training and Workshop on "Rainforestation: A Strategy on Ecosystem-Based Disaster Risk Reduction" on June 2-3, 2022 at Brgy. Maganhan, Baybay City, Leyte; ITEEM 3-day webinar series; Tree planting activity at Canigao Island; VSU Beach Coastal Clean-up; Book launching on Rainfo and distribution of certificates of recognition to project partners;  |
|         | <b>PI 4.</b> Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance | Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance | Provides quality and relevant training courses and advisory services  | 80%    | 100%                  | 5      | 5 | 5 | 5 | Training and Workshop on "Rainforestation: A Strategy on Ecosystem-Based Disaster Risk Reduction" on June 2-3, 2022 at Brgy. Maganhan, Baybay City, Leyte   |
|         | <b>PI 5.</b> Number of technical/ expert services *  | Number of technical/ expert services as/in:   | Provides the technical and expert services requested by beneficiaries |        |                       |        |   |   |   |   |

















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|---------|---|---|--|--------|-----------------------|--------|---|---|---|--|
|         |   |   |  |        |                       | Q      | E | T | A |  |
|         |   | <i>Research Mentoring</i>                                 | Mentor junior researchers in the Terrestrial Ecosystems Division                               | 2      | 9                     | 5      | 5 | 5 | 5 | Terrestrial Ecosystems Division:<br>Faculty: JOPogosa, KJLongatang<br>Research Assistants/ Aides:<br>KGundemaro, VEscasinas,<br>PLongatang, FAlmeroda, RMOquias,<br>KFlorentino, ICSeno  |
|         |   | <i>Resource Persons</i>                                   | Act as resource person   | 2      | 2                     | 5      | 5 | 5 | 5 | "Rainforestation: A Strategy on Ecosystem-Based Disaster Risk Reduction" on June 2-3, 2022 at Brgy. Maganhan, Baybay Leyte. Sponsored by Environmental Leadership and Training Initiative, City of Baybay and Visayas State University<br><br>"Landscape Program: Learning visit" on June 13-15, 2022 at Visayas State University, Visca Baybay City, Leyte. Sponsored by Red Cross                    |
|         |   | <i>Convenor/Organizer</i>                                 | Spearhead and/or provide assistance in the preparation and implementation of events            | 1      | 7                     | 5      | 5 | 5 | 5 | Training and Workshop on "Rainforestation: A Strategy on Ecosystem-Based Disaster Risk Reduction" on June 2-3, 2022 at Brgy. Maganhan, Baybay City, Leyte; ITEEM 3-day webinar series; Tree planting activity at Canigao Island; VSU Beach Coastal Clean-up; Book launching on Rainfo; Distribution of certificates of recognition to project partners; Tree planting activity at Holy Spirit Parish " |
|         | <b>PI 8.</b> Percent of extension proposals approved* | Percent of extension proposals approved                   | Prepares extension proposals, submits and follows up its approval for immediate implementation | 50%    | 100%                  | 5      | 5 | 5 | 5 | Mainstreaming Rainforestation Technology in the Philippines and Long-term Monitoring of RF Adopter's Farm  |
|         | <b>PI 11.</b> Additional outputs *                    | Other outputs implementing the new normal due to covid-19 | Develops materials for on-line training on Rainforestation; Conduct of webinar                 | 1      | 1                     | 5      | 5 | 5 | 5 | Development of materials for on-line training on Rainforestation   |



| MFO No. | Description of MFO's/PAPs | Success/ Performance Indicators (PI)                      | Tasks Assigned | Target | Actual Accomplishment | Rating |   |   |   | Remarks<br>(Indicators in percentage should be supported with numerical values in numerators and denominators)  |
|---------|---------------------------|---|----------------|--------|-----------------------|--------|---|---|---|---|
|         |                           |   |                |        |                       | Q      | E | T | A |   |
|         |                           | Activities and attendance to trainings/meetings/workshops |                | -      | 6                     | 5      | 5 | 5 | 5 | Conduct Preliminary Site Visit at the Leyte Reforestation Project at Sto.Nino, Kanangga, Leyte February 24, 2022; Planning on Establishment of Rainforestation Farm of Brgy. Bago Bato Leyte on March 5, 2022; Visit Rainforestation Farms in connection with the VSU KALAH-I-CIDSS project on March 25, Cabugayan Biliran; Visit Rainforestation Farms in connection with the VSU KALAH-I-CIDSS project on May 02, Cabugayan Biliran; Conduct regular site monitoring and assessment in Liptong Woodland and to establish a long term monitoring plots in Mantiquil, Siaton, Negros Oriental on June 4-12, 2022; Landscape Program: Learning Visit on June 13-15, 2022, Sponsored by Red Cross |

**UMFO 5. SUPPORT TO OPERATIONS****OVPI MFO 3. Faculty Recruitment/Hiring Services**

|  |   |   |   |     |      |   |   |   |   |   |
|--|---|---|---|-----|------|---|---|---|---|---|
|  | <b>PI 4.</b> Number of seminars/trainings/conventions/workshops coordinated outside of the university*                        | Number of seminars/trainings/conventions/workshops coordinated outside of the university                        | Assist in the coordination of seminars/trainings/conventions/workshops conducted outside the university | 1   | 1    | 5 | 5 | 5 | 5 | Training and Workshop on "Rainforestation: A Strategy on Ecosystem-Based Disaster Risk Reduction" on June 2-3, 2022 at Brgy. Maganhan, Baybay City, Leyte |
|  | <b>PI 5.</b> Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subjects evaluated* | Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subjects evaluated | Reminds and follow-up students for the faculty evaluation   | 50% | 100% | 5 | 5 | 5 | 5 | Total TPES result for the 2nd sem SY 2021-2022 was very satisfactory  |
|  | <b>PI 6.</b> Number of in-house seminars/trainings/   | Number of in-house seminars/trainings/  | Present research and extension outputs during RDE review of the university                              | 1   |      |   |   |   |   | In-House Review will be conducted this Aug. 1-5, 2022   |

| MFO No.   | Description of MFO's/PAPs   | Success/ Performance Indicators (PI)   | Tasks Assigned  | Target              | Actual Accomplishment | Rating  |   |   |   | Remarks<br>(Indicators in percentage should be supported with numerical values in numerators and denominators) |
|---|---|--|---|---------------------|-----------------------|---|---|---|---|--|
|   |   |  |   |                     |                       | Q   | E   | T   | A   |  |
|   | workshops/reviews conducted*  | workshops/reviews conducted  |   |                     |                       |   |   |   |   | Mainstreaming Rainforestation Technology in the Philippines and Long-term Monitoring of RF Adopter's Farm      |
| <b>OVPI MFO 4. Program and Institutional Accreditation Services</b> |   |  |   |                     |                       |   |   |   |   |  |
|   | <b>PI 8.</b> Compliance to all requirements thru the established/adequate implementation, maintenance and improvement of the QMS of the core processes of the College/department under ISO 9001:2015* | Compliance to all requirements of the QMS core processes of the university under ISO 9001:2015*                            | Ensures that all the QMS core processes of the university are complied with in the performance of his/her functions as faculty member | zero non-conformity | zero non-conformity   |    |    |    |    |  |
| <b>UMFO 6. General Admin. &amp; Support Services (GASS)</b>         |   |  |   |                     |                       |   |   |   |   |  |
|   | <b>PI 2.</b> Zero percent complaint from clients served   | Customer-friendly frontline services   | Provides customer friendly frontline services to clients  | Zero % complaint    | Zero % complaint      |    |    |    |    |  |
|   | <b>PI 3.</b> Number of coaching sessions among faculty & staff**  | Number of coaching sessions among faculty & staff  | Conducts coaching sessions to the junior faculties of the Institute   | -                   | 3                     |   |   |   |   | J.Pogosa   |
|   | <b>PI 4.</b> Number of planning sessions, tracking and monitoring of targets, etc. conducted to ensure attainment of department targets**   | Number of planning sessions, tracking and monitoring of targets, etc. conducted to ensure attainment of department targets | Participates the Institute's planning sessions, tracking and monitoring of targets conducted  | -                   | 8                     |  |  |  |  |  |



| MFO No.                      | Description of MFO's/PAPs  | Success/ Performance Indicators (PI)                            | Tasks Assigned  | Target | Actual Accomplishment | Rating |      |      |      | Remarks<br>(Indicators in percentage should be supported with numerical values in numerators and denominators) |
|------------------------------|--|---|---|--------|-----------------------|--------|------|------|------|--|
|                              |  |   |   |        |                       | Q      | E    | T    | A    |  |
|                              | <b>PI 5.</b> Number of monthly/ special faculty & staff meetings conducted** | Attendance to monthly and emergency meetings                    | Participate to the institutes monthly and emergency meeting | -      | 8                     | 5      | 5    | 5    | 5    |  |
|                              | <b>PI 6:</b> Additional Outputs  | <i>Number of contracts for JO personnel, prepared and acted</i> | Prepare, review, sign the contracts of JO                   | -      | 4                     | 5      | 5    | 5    | 5    | Zonal Center for Biodiversity Conservation and Habitat Restoration (Oquias, Delos Santos, Lago, Ymas)          |
|                              |  | <i>Number of reports prepared</i>                               | Prepares project activity                                   | -      | 1                     | 5      | 5    | 4    | 4.67 | RDE Annual Report  |
| <b>Total Over-all Rating</b> |  |   |   |        |                       | 4.98   | 4.93 | 4.84 | 4.92 |  |

|  |       |             |
|--|-------|-------------|
| Average Rating (Total Overall rating divided by 4) | 19.67 | 4.92        |
| Additional Points:                                 |       |             |
| Punctuality  |       |             |
| Approved Additional points (with copy of approval) |       |             |
| FINAL RATING                                       |       | 4.92        |
| ADJECTIVAL RATING                                  |       | Outstanding |

## Comments &amp; Recommendations for Development Purpose:

Excellent, job well done! However, more attendance at webinars/trainings/workshops conducted by the University related to instruction, is highly recommended.

Evaluated &amp; rated by:

ELIZA D. ESPINOSA

DIRECTOR, ITEEM

July 29, 2022

DATE

Recommending Approval:

DENNIS P. PEQUE

DEAN, CFES

8/2/2022

DATE

Approved:

BEATRIZ S. BELONIAS

VICE-PRESIDENT FOR ACADEMIC

AFFAIRS  
8-5-2022

DATE

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

## Performance Monitoring Form

NAME OF EMPLOYEE: MARLITO M. BANDE

| Task No. | Task Description  | Expected Output  | Date Assigned   | Expected Date to Accomplish | Actual Date accomplished | Quality of Output* | Over-all assessment of output** | Remarks/ Recommendation |
|----------|---|--|-----------------|-----------------------------|--------------------------|--------------------|---------------------------------|-------------------------|
| 1.       | <ul style="list-style-type: none"> <li>Teaches assigned subjects for MSTREC and BSES programs of the Institute;</li> <li>Prepares and revises teaching materials and courses syllabus;</li> <li>Prepares and gives examinations to students;</li> <li>Checks test papers and submits students' grades within the prescribed period.</li> </ul>  | Well-educated and well-trained students  | January 1, 2022 | June 30, 2022               | June 30, 2022            | Very Impressive    | Outstanding                     |                         |
| 2.       | <ul style="list-style-type: none"> <li>Serves as an academic adviser for MSTREC &amp; BSES students;</li> <li>Serves as an adviser, chairman, and member for MSTREC &amp; BSES including BSEM (old curriculum) students' graduate &amp; undergraduate thesis; and</li> <li>Guides, advises &amp; corrects students in the formulation of the thesis outline, the thesis's conduct, and writing thesis manuscripts.</li> </ul>   | Students are advised and trained on proposal preparation, the conduct of research, and manuscript writing that are ready for publication | January 1, 2022 | June 30, 2022               | June 30, 2022            | Very Impressive    | Outstanding                     |                         |
| 3.       | <ul style="list-style-type: none"> <li>Converts the existing instructional materials into flexible learning systems to implement new normal;</li> <li>Prepares instructional module;</li> <li>Prepares PowerPoint presentations, video clips, movie clips, reading assignments, etc. for instruction;</li> <li>Prepares assessment tools such as exams, quizzes, problems set, etc.;</li> <li>Creates a virtual classroom using either Moodle or Google Classroom; and</li> <li>Designs experiential learning activities and other outputs to implement new normal</li> </ul> | Produced instructional materials that are compliant with the national government's protocol on student's face distance learning system   | January 1, 2022 | June 30, 2022               | June 30, 2022            | Very Impressive    | Very Satisfactory               |                         |
| 4.       | <ul style="list-style-type: none"> <li>Prepares research proposals, submits and follows up its approval for immediate implementation;</li> <li>Researches possible utilization by industry or other beneficiaries;</li> <li>Serves as project and study leader of several research projects of the Institute;</li> </ul>  | Research proposals approved, implemented, presented in scientific fora/ conferences, and   | January 1, 2022 | June 30, 2022               | June 30, 2022            | Very Impressive    | Outstanding                     |                         |



| Task No. | Task Description  | Expected Output  | Date Assigned   | Expected Date to Accomplish | Actual Date accomplished | Quality of Output* | Over-all assessment of output** | Remarks/ Recommendation |
|----------|---|--|-----------------|-----------------------------|--------------------------|--------------------|---------------------------------|-------------------------|
|          | <ul style="list-style-type: none"> <li>Prepares, submits, and presents research paper in scientific fora/conferences;</li> <li>Acts as a peer reviewer of journal articles/scientific papers, reviews the paper received and returns duly reviewed paper;</li> <li>Writes publishable materials out of research outputs and submits for publication; and</li> <li>Design research-related activities and other outputs to implement new normal.</li> </ul>  | publishable papers written   |                 |                             |                          |                    |                                 |                         |
| 5.       | <ul style="list-style-type: none"> <li>Identifies and links with probable partners with the LGUs, industries, NGOs, SMEs, and other stakeholders for extension activities of the Institute;</li> <li>Prepares and submits extension project proposals and follows up its approval for immediate implementation;</li> <li>Implements duly approved extension projects;</li> <li>Serves as project leader of extension projects of the Institute;</li> <li>Designs extension-related activities and other outputs to implement new normal; and</li> <li>Provides quality and relevant training courses, and offers advisory for technical and expert services requested by beneficiaries for extension services.</li> </ul> | MOUs/MOAs drafted & ratified and extension projects implemented  | January 1, 2022 | June 30, 2022               | June 30, 2022            | Very Impressive    | Outstanding                     |                         |
| 6.       | <ul style="list-style-type: none"> <li>Assists in mentoring the junior faculty in implementing instruction, research, and extension activities of the Institute;</li> <li>Assists in the preparation of ensuring the Quality Management System (QMS) core processes of the university which are indeed conformed to the Institutes' performance functions; and</li> <li>Complies with all the requirements as prescribed in the Quality Management System (QMS) accreditation and assessment tools.</li> </ul>  | Junior faculty delivers remarkable outputs; and, QMS requirements are diligently complied with in performing tasks | January 1, 2022 | June 30, 2022               | June 30, 2022            | Very Impressive    | Outstanding                     |                         |
| 7.       | <ul style="list-style-type: none"> <li>Provides customer-friendly frontline services to clients;</li> <li>Initiates/introduces improvements in performing functions resulting in best practice; and</li> <li>Designs administration/management-related activities and other outputs to implement the "new normal".</li> </ul>   | Clients' outstanding evaluation of their satisfaction with the request provided by the Institute                   | January 1, 2022 | June 30, 2022               | June 30, 2022            | Very Impressive    | Outstanding                     |                         |

| Task No. | Task Description  | Expected Output  | Date Assigned   | Expected Date to Accomplish | Actual Date accomplished | Quality of Output* | Over-all assessment of output** | Remarks/ Recommendation |
|----------|---|--|-----------------|-----------------------------|--------------------------|--------------------|---------------------------------|-------------------------|
| 8.       | <ul style="list-style-type: none"> <li>Makes schedule of meetings, appointments, and communications, assigns tasks, attends meetings, and performs other related activities as OIC of the Biodiversity Center, faculty, Study, and Project Leaders of ITEEM.</li> </ul> | Attendance to the meetings and updated activities of the Institute | January 1, 2022 | June 30, 2022               | June 30, 2022            | Very Impressive    | Outstanding                     |                         |
| 9.       | <ul style="list-style-type: none"> <li>Guides and mentors Terrestrial Division Head, RAs, and JO workers in implementing research and extension activities of the project</li> </ul>  | Well-organized activities and well-developed staff                 | January 1, 2022 | June 30, 2022               | June 30, 2022            | Very Impressive    | Outstanding                     |                         |
| 10.      | <ul style="list-style-type: none"> <li>Serves as chairman and/or member of several academic and related administrative committees of the university, college, and Institute; and</li> <li>Serves as a member of the VSU Federated Faculty Association</li> </ul>        | Affiliated and involved in the University-wide activities          | January 1, 2022 | June 30, 2022               | June 30, 2022            | Very Impressive    | Very Satisfactory               |                         |

\*Either very impressive, impressive, needs improvement, poor, very poor

\*\*Outstanding, very satisfactory, satisfactory, unsatisfactory, poor

Prepared by:

**ELIZA D. ESPINOSA**  
 Immediate Supervisor



**"EXHIBIT C"**

## Performance Monitoring and Coaching Journal

|  |                 |  |
|--|-----------------|--|
|  | 1 <sup>st</sup> | <b>Q<br/>U<br/>A<br/>R<br/>T<br/>E<br/>R</b> |
|  | 2 <sup>nd</sup> |  |
|  | 3 <sup>rd</sup> |  |
|  | 4 <sup>th</sup> |  |

|                 |  |
|-----------------|--|
| NAME OF OFFICE  | INSTITUTE OF TROPICAL ECOLOGY & ENVIRONMENTAL MANAGEMENT (ITEEM) |
| HEAD OF OFFICE  | DR. ELIZA D. ESPINOSA  |
| NAME OF FACULTY | <b>DR. MARLITO M. BANDE</b>                                      |

| ACTIVITY   | MECHANISM  |                  |            | REMARKS           |   |
|------------|------------|------------------|------------|-------------------|---|
|            | MEETING    |                  | MEMO       |                   | OTHERS<br>(Please specify)  |
|            | ONE-ON-ONE | GROUP            |            |                   |   |
| MONITORING |            | January 7, 2022  |            | Notice of meeting | Submission of IPCR 2021 (July-Dec) accomplishment; for OPCR 2021 (July-Dec) consolidation of all accomplishments  |
|            |            | January 10, 2022 |            | Notice of meeting | Set deadlines for outputs to be submitted:<br>a. OPCR/IPCR targets (Jan-Dec 2022)<br>b. Updated PDS, CV, PDF – Jan. 10, 2022<br>c. Annual Report 2021 (Terrestrial and Aquatic Division) – January 2022           |
|            |            | February 4, 2022 |            | Notice of meeting | Set deadline for submission of OBE syllabus of the courses handled for the second semester (Envi 116n, 198n and TREC 208) – February 15, 2022   |
|            |            | March 7, 2022    | CAR 22-041 | Notice of meeting | Follow up submission of corrective action report (CAR) that the QMR issued to the ITEEM concern faculty re delayed submission of grades for the 1 <sup>st</sup> Semester AY 2021-2022                             |
|            |            | April 28, 2022   |            | Notice of meeting | Follow-up compliance report status on the ten areas with the recommendations from the 2 <sup>nd</sup> survey visit in preparation for the BSES and MSTREC AACUP Level III accreditation scheduled on October 2022 |

|          |  |                     |  |                      |   |
|----------|--|---------------------|--|----------------------|---|
|          |  | May 13,<br>2022     |  | Notice of<br>meeting | Set deadlines for the AACUP<br>supporting documents on the<br>recommendation during the last<br>visit from Area 1 to Area 10 and<br>the Change of Nomenclature from<br>BSEM to BSES for Level III<br>accreditation –<br>Last week of May 2022 |
| COACHING |  | February 4,<br>2022 |  | Workshop             | Below outputs to be submitted to<br>the college for consolidation:<br>✓ SWOT Analysis Matrix<br>✓ Risk and Opportunities<br>Assessment Matrix (ROAM)<br>✓ Objectives, Targets, and<br>Programs of ITEEM                                       |

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

Conducted by:

  
**ELIZA D. ESPINOSA**

Immediate Supervisor  
Director, ITEEM

Noted by:

  
**DENNIS P. PEQUE**

Next Higher Supervisor  
Dean, College of Forestry & Environmental  
Science (CFES)



## Employee Development Plan

|                    |  |
|--------------------|--|
| NAME OF EMPLOYEE   | MARLITO M. BANDE   |
| PERFORMANCE RATING |  |
| AIM                | To develop and expand his skills in national/international research and extension collaboration. |

Proposed interventions to improve performance and/or competence and qualification to assume higher responsibilities:

Date: Jan 2022 Target Date: Jan 2022

First Step: Follow up discussion on how to further strengthen the national/international collaboration on RDE programs of the institute.

Result: Still, it was agreed upon to recommend Dr. Bande on a post-Doc study in International Universities of which at the same time strengthen further the international RDE collaboration in prestige universities.

Date: July 2022 Target Date: Jan 2023

Next Step: Submit recommendation for scholarship to support Dr. Bande's post-Doctoral study.

Outcome: Strengthened RDE international collaboration and enhanced his professional related skills

Final Step/  
Recommendation: Scholarship grant and approval from the scholarship committee to undergo post-Doc study.

Prepared by:

ELIZA D. ESPINOSA  
Unit Head

Conformé:

MARLITO M. BANDE  
Ratee