

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

Name of Faculty Member: KRISTEAN KARL O. VILLARUBIA

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
Instruction			
Head/Dean (50%)	100%	4.57	
Students (50%)	(No TPES yet)		
Total for Instruction	100%		4.57
Research			
Client/Dir. for Research (50%)			
Dept. Head/Center Director (50%)			
Total for Research			
Extension			
Client/Dir. for Extension (50%)			
Dept Head/Center Director (50%)			
Total for Extension			
Administration			
Production			
TOTAL	100%		4.57

EQUIVALENT NUMERICAL RATING: 4.57

Add: Additional Points, if any: _____

TOTAL NUMERICAL RATING: 4.57

ADJECTIVAL RATING: Outstanding

Prepared by:

Kristean Karl O. Villarubia

KRISTEAN KARL O. VILLARUBIA

Name of Faculty

Reviewed by:

Randy G. Omega

RANDY G. OMEGA

Department Head

Recommending Approval:

Juan R. Niñez
JUAN R. NIÑEZ
Dean/Director

Approved:

Rotacio S. Gravoso
ROTACIO S. GRAVOSO
Vice President



"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, KRISTEAN KARL O. VILLARUBIA, a faculty member of the DEPARTMENT OF TOURISM AND HOSPITALITY MANAGEMENT, commit to the deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period August 12 to December 31, 2024.

Approved:

KRISTEAN KARL O. VILLARUBIA

Instructor I

Date: Dec 26, 2024

RANDY G. OMEGA

Department Head

Date:

LILIAN B. NUÑEZ

College Dean

Date:

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target	Actual Accomplishment	Rating				REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
						Quality	Efficiency	Timeliness	Average	
UMFO 1. ADVANCED EDUCATION SERVICES										
OVPI MFO 2. Graduate Student Management Services										
	PI 4: Total FTE coordinated, implemented & monitored*	A1. Actual Faculty's FTE	Handles subjects/courses assigned							
	PI 8: Number of graduate students advised *	A2. Number of students advised	Acts as academic adviser to graduate students;							
		A3. Number of students advised on thesis/special problem/dissertation								
		As GAC Chairman	Advises and corrects research outline							
		AS GAC Member	Advises and corrects research outline							
		A4. Number of students entertained for	Entertains students seeking							
	PI 9: Number of instructional materials	A5. Number of on-line ready coursewares	Converts the existing instructional							
		On-line ready courseware	Prepares instructional							
		Supplemental learning resources	Prepares Power Point presentation,							
		Assessment tools	Prepares assessment tools such as							
		A 6 : Number of on-line course ware	Submits the course ware duly reviewed							
		A 7 : Number of virtual classroom created	Creates virtual classroom using e ther							
UMFO 2. HIGHER EDUCATION SERVICES										
OVPI UMFO 3. Higher Education Management Services										
	PI 5: Total FTE, coordinated, implemented and monitored *	A9. Actual Faculty's FTE	Handles and teaches courses assigned	24	25.35	5	5	5	5.00	
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	4	4	5	4	5	4.67	

		A11. Number of INC forms with grade submitted within prescribed period	Facilitates students in their completion of the subject and submits completion forms with grade within prescribed period	5	0	0	0	0	0.00	
		A12. Number of trainings attended related to instruction	Attend mandated trainings	1	1	5	4	4	4.33	
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	4	6	5	5	5	5.00	
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	10	15	5	5	5	5.00	
		A15. Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	10	15	5	5	5	5.00	
PI8: Number of students advised: *		A16. Number of students advised:	Acts as academic adviser to students	100	125	5	5	5	5.00	
		A17. Number of students advised on thesis/ field practice/special problem:	Acts as an adviser for internship report							
		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript							
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript							
		A18. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	100	125	5	5	5	5.00	
PI9: Number of student organizations advised/ assisted *		A19. Number of Student organizations advised	Advises student organizations recognized by USOO	1	1	5	5	5	5.00	
		A20. Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities	1	1	5	5	5	5.00	
PI10: Number of instructional materials developed *		A21: Number of on-line course ware developed and submitted :	Prepares and submits for review by the Technical Review Panel							
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	3	5	5	5	5.00	
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	5	7	5	5	5	5.00	
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	5	7	5	5	5	5.00	
		A23: Number of on-line course ware	Submits the course ware duly reviewed						64.00	
		A24: Number of virtual classroom created	Creates virtual classroom using either							
PI11: Additional outputs		A25. Number of Additional outputs								
		Program accreditation/evaluation	Prepares documents and /or program profile and other materials required during							
		Agency/firm/Industry linkages	Coordinates with potential firms and							
UMFO 3 . RESEARCH SERVICES										
	PI1. Number of research outputs in the last three (3) years utilized by the industry	A27. Number of research outputs in the last three (3) years utilized by the industry or	Conducts research for possible utilization by industry or other							
	PI2 Number of research outputs completed within the year *	A28. Number of research outputs completed within the year *	Conducts and completes research project within the year							
	PI3. Percentage of research outputs published in internationally-refereed or	A29. Percentage of research outputs published in internationally-refereed or	Writes publishable materials out of research outputs and submits for							
		In refereed intl journals								
		In refereed nat'l/regional journals								
	PI4. Number of research outputs presented in regional/national/ intl	A30. Number of research outputs presented in regional/national/ intl	Prepares, submits and presents research paper in scientific for							
		In intl fora/conferences								
		In nat'l/regional fora/conferences								

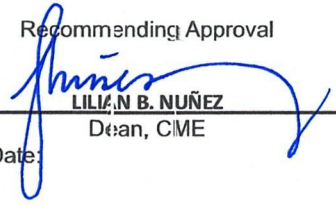
PI 5. Percent of research proposals approved *	A 31. Percentage of research proposals prepared, submitted and approved	Prepares research proposals; submits and follows up its approval for							
PI 6. Additional outputs*	A 32. No. of research-related awards (research)								
	A 33. Number of journal articles/scientific papers	Acts as peer reviewer of journal							
	A 34. Number of UMs submitted to ITSO.	Prepares and submits application for UM of							
UMFO 4. EXTENSION SERVICES									
PI 1. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs,	A 36. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs,	Identifies and links with probable partners for extension activities and							
PI 2. Number of trainees weighted by the length of training	A 37. Number of trainees weighted by the length of training	Conducts trainings among beneficiaries of technologies for transfer							
PI 3. Number of extension programs organized and supported consistent with the SUC's	A 38. Number of extension programs/projects implemented	Implements duly approved extension projects							
PI 4. Percentage of beneficiaries who	A 39. Percentage of beneficiaries who	Provides quality and relevant training							
PI 5. Number of technical/expert	A 40. Number of technical/expert services	Provides the technical and expert							
Research Mentoring	Research Mentor								
Peer reviewers/Panelists	Peer reviewers/Panelists								
Resource Persons	Resource Persons								
Convenor/Organizer	Convenor/Organizer								
Consultancy	Consultant								
Evaluator	Evaluator								
PI 8. Percent of extension proposals	A 41. Percent of extension proposals	Prepares extension project proposals, submits and follows up its approval for							
PI 11. Additional outputs *	A 42. No. of extension-related awards (extn. conducted) by faculty or student &								
UMFO 5. SUPPORT TO OPERATIONS									
OVPI/MFO 4. Program and Institutional Accreditation Services									
PI 8. Compliance to all requirements thru the established/adequate implementation	A 44. Compliance to all requirements of	Ensures that all the QMS core							
	A 45. Compliance to all requirements of the	Prepares required documents and complies all							
	On program accreditations								
	On institutional accreditations								
UMFO 6. General Admin. & Support Services (GASS)									
PI 2. Zero percent complaint from clients served	A 46. Customer friendly frontline services	Provides customer friendly frontline services to clients							
PI 3. Additional Outputs	A 47. Number of new initiatives introduced resulting to best practice replicated/benchmarked by other departments *	Initiates/introduces improvements in performing functions resulting to best practice							
Total Over-all Rating						64.00			Attend more advanced seminar on research and extension related topics.
Average Rating						4.57			
Adjectival Rating						Very Satisfactory			

Evaluated & Rated by:


RANDY G. OMEGA
 Department Head

Date:

Recommending Approval


LILIAN B. NUÑEZ
 Dean, CIME

Date:

Approved by:


ROTACIO S. GRAVOSO
 Vice President for Instruction

Date:

PERFORMANCE MONITORING AND COACHING JOURNAL

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

Name of Office : Department of Tourism and Hospitality Management
 Head of Office : Randy G. Omega
 Number of Personnel : 10 Permanent Faculty

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring					
Faculty Meeting		Minutes of Meeting	Dean's Memo/Head's Memo		Regular monthly meeting
Office & Class Attendance				Logbook; DTR's	DTHM Faculty & Staff (July-December 2024).
Attendance to university & college activities/programs/seminars/workshops			University memos & invitation sent via VSU email	Attendance, certificates	(July-December 2024).
Compliance of University Memos			University Memos	Compliance Report	
Leaves (SL, VL, CDO, etc.)				Application for Leave form	
Following-up documents	Utility worker/ Office Clerk			Scheduled	Daily
Travels		Updates during meetings		Travel Orders, Pass Slips, FM-VPA-03	
Coaching					
Classroom Management & Teaching Methods	Faculty Consultation			Classroom Observation (Forms and logbooks)	(July-December 2024).


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

Conducted by:


RANDY G. OMEGA
 Immediate Supervisor

Noted by:


LILIAN B. NUÑEZ
 Dean, CME


ROTACIO S. GRAVOSO
 Vice President for Academic Affairs

TRACKING TOOL FOR MONITORING TARGETS

Major Final Output/Performance Indicator	TASK	ASSIGNED TO	DURATION	TASK STATUS						REMARKS
				JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	
MFO 1. Advanced & Higher Education Services	Teaching									
PI 1. Instruction	Instructional Materials Developed/Revised & Utilized	<i>CMPBALAGA</i>	July-December 2024	Submits Course Syllabi	Prepares 1 lecture guides	Face to face Classes	Prepares Exams For Midterm	Face to face Classes	Prepares Exams For Final	THty 101, TMgt 123, TMgt 120
		<i>ATCabral</i>	July-December 2024	Submits Course Syllabi	Prepares 1 lecture guides	Face to face Classes	Prepares Exams For Midterm	Face to face Classes	Prepares Exams For Final	HMgt 147, HMgt 150
		<i>MBJLCastil</i>	July-December 2024	Submits Course Syllabi	Prepares lecture materials	Face to face Classes	Prepares Exams For Midterm	Face to face Classes	Prepares Exams For Final	THty 110, HMgt 135, HMgt 141
		<i>MBEscuadra</i>	July-December 2024	Submits Course Syllabi	Prepares 1 lecture guides	Face to face Classes	Prepares Exams For Midterm	Face to face Classes	Prepares Exams For Final	HMgt 125, THty 105
		<i>MCLao</i>	July-December 2024	Submits Course Syllabi	Prepares 1 lecture guides	Face to face Classes	Prepares Exams For Midterm	Face to face Classes	Prepares Exams For Final	THty 103, HMgt 131
		<i>MJFManadong</i>	July-December 2024	Submits Course Syllabi	Develops lecture guide	Face to face Classes	Prepares Exams For Midterm	Face to face Classes	Prepares Exams For Final	TMgt 125, THty 21
		<i>RGOmega</i>	July-December 2024	Submits Course Syllabi	Prepares 1 lecture guides	Face to face Classes	Prepares Exams For Midterm	Face to face Classes	Prepares Exams For Final	THty 101, TMgt 127, TMgt 133
		<i>HMEQuimbo</i>	July-December 2024	Submits Course Syllabi	Prepares 1 lecture guides	Face to face Classes	Prepares Exams For Midterm	Face to face Classes	Prepares Exams For Final	ABMgt 101, HMgt 125, HMgt 127
		<i>DDSUMABAT</i>	July-December 2024	Submits Course Syllabi	Prepares 1 lecture guides	Face to face Classes	Prepares Exams For Midterm	Face to face Classes	Prepares Exams For Final	THty 110, TMgt 131, TMgt 142
		<i>KKOVILLARUBIA</i>	July-December 2024	Submits Course Syllabi	Prepares 1 lecture guides	Face to face Classes	Prepares Exams For Midterm	Face to face Classes	Prepares Exams For Final	HMgt 121, HMgt 137
	Reviewed/Approves Thesis/Field	<i>CMPBALAGA</i>	July-December 2024				Review Outlines	Review Outlines and Manuscript	Review Outlines and Manuscript	


Practice Manuscripts/ Lab Exercises	ATC <i>abral</i>	July-December 2024				Review Outlines	Review Outlines and Manuscript	Review Outlines and Manuscript	
	MBJL <i>CASTIL</i>	July-December 2024				Review Outlines	Review Outlines	Review Outlines	
	MBE <i>SCUADRA</i>	July-December 2024				Review Outlines	Review Outlines	Review Outlines	
	MCL <i>ao</i>	July-December 2024				Review Outlines	Review Outlines	Review Outlines	
	MJF <i>Manadong</i>	July-December 2024				Review Outlines	Review Outlines and Manuscript	Review Outlines and Manuscript	
	RGO <i>rraga</i>	July-December 2024				Review Outlines	Review Outlines and Manuscript	Review Outlines and Manuscript	
	HME <i>Quimbo</i>	July-December 2024				Review Outlines	Review Outlines	Review Thesis Manuscripts	
	DDS <i>UVABAT</i>	July-December 2024				Review Outlines	Review Outlines	Review Thesis Manuscripts	
	KKO <i>VILLARUBIA</i>	July-December 2024				Review Outlines	Review Outlines	Review Thesis Manuscripts	
Spent Hours For Students Consultations	CMPB <i>ALAGA</i>	July-December 2024	1-4 W	1-4 W	1-4 W	1-4 W	1-4 W	1-4 W	All students that asks for consultation
	ATC <i>abral</i>	July-December 2024	1-5M TH 8-12 W	1-5M TH 8-12 W	1-5M TH 8-12 W	1-5M TH 8-12 W	1-5M TH 8-12 W	1-5M TH 8-12 W	All students that asks for consultation
	MBJL <i>CASTIL</i>	July-December 2024	1-2:30 M TH 9:30-11:30 T ^F	1-2:30 M TH 9:30-11:30 T ^F	1-2:30 M TH 9:30-11:30 T ^F	1-2:30 M TH 9:30-11:30 T ^F	1-2:30 M TH 9:30-11:30 T ^F	1-2:30 M TH 9:30-11:30 T ^F	All students that asks for consultation
	MBE <i>SCUADRA</i>	July-December 2024	8-10, 1-4 M TH	8-10, 1-4 M TH	8-10, 1-4 M TH	8-10, 1-4 M TH	8-10, 1-4 M TH	8-10, 1-4 M TH	All students that asks for consultation
	MCL <i>ao</i>	July-December 2024	3-5 M TH 4-5 T ^W	3-5 M TH 4-5 T ^W	3-5 M TH 4-5 T ^W	3-5 M TH 4-5 T ^W	3-5 M TH 4-5 T ^W	3-5 M TH 4-5 T ^W	All students that asks for consultation
	MJF <i>Manadong</i>	July-December 2024	2-4:30 M ^{TT} Th ^F	2-4:30 M ^{TT} Th ^F	2-4:30 M ^{TT} Th ^F	2-4:30 M ^{TT} Th ^F	2-4:30 M ^{TT} Th ^F	2-4:30 M ^{TT} Th ^F	All students that asks for consultation
	RGO <i>rraga</i>	July-December 2024	3-5 M TH 8-9 T ^W F	3-5 M TH 8-9 T ^W F	3-5 M TH 8-9 T ^W F	3-5 M TH 8-9 T ^W F	3-5 M TH 8-9 T ^W F	3-5 M TH 8-9 T ^W F	All students that asks for consultation
	HME <i>Quimbo</i>	July-December 2024	8-10 M ^F 2-3 T Th	8-10 M ^F 2-3 T Th	8-10 M ^F 2-3 T Th	8-10 M ^F 2-3 T Th	8-10 M ^F 2-3 T Th	8-10 M ^F 2-3 T Th	All students that asks for consultation
	DDS <i>UVABAT</i>	July-December 2024	8-10, 1-5 W 8-10 F	8-10, 1-5 W 8-10 F	8-10, 1-5 W 8-10 F	8-10, 1-5 W 8-10 F	8-10, 1-5 W 8-10 F	8-10, 1-5 W 8-10 F	All students that asks for consultation

		<i>KKOVILLARUBIA</i>	July-December 2024	8-10, 1-5 W 8-10 F	8-10, 1-5 W 8-10 F	8-10, 1-5 W 8-10 F	8-10, 1-5 W 8-10 F	8-10, 1-5 W 8-10 F	8-10, 1-5 W 8-10 F	All students that asks for consultation
Gives Assignments, Quizzes, Exams, Etc.		<i>CMPBALAGA</i>	July-December 2024				Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Tuesdays, Thursdays, Fridays
		<i>ATCabral</i>	July-December 2024				Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Tuesdays, Thursdays
		<i>MBJLCASTIL</i>	July-December 2024				Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Wednesdays, Fridays
		<i>MBESCUADRA</i>	July-December 2024				Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Tuesdays
		<i>MCLao</i>	July-December 2024				Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Mondays, Wednesdays, Fridays
		<i>MJFManadong</i>	July-December 2024				Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Mondays, Wednesdays, Fridays
		<i>RGOmega</i>	July-December 2024							
		<i>HMEQuimbo</i>	July-December 2024				Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Mondays, Wednesdays, Fridays, Tuesdays
		<i>DDSUMABAT</i>	July-December 2024				Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Mondays, Wednesdays, Fridays, Tuesdays
		<i>KKOVILLARUBIA</i>	July-December 2024				Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Checks Exams, Quizzes, & Assignments	Mondays, Wednesdays, Fridays, Tuesdays
Submits Grade Sheets		<i>CMPBALAGA</i>	July-December 2024						Final Grades	THty 101, TMgt 123, TMgt 120
		<i>ATCabral</i>	July-December 2024						Final Grades	HMgt 147, HMgt 150
		<i>MBJLCASTIL</i>	July-December 2024						Final Grades	THty 110, HMgt 135, HMgt141
		<i>MBESCUADRA</i>	July-December 2024						Final Grades	HMgt125, THty105
		<i>MCLao</i>	July-December 2024						Final Grades	THty103, HMgt131
		<i>MJFManadong</i>	July-December 2024						Final Grades	TMgt 125, THty21

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	and workshops									
		RGOMEGA	July-December 2024					Love The Philippines Brand Guidelines Stakeholder Rollout		Participants and Resource Persons
MFO 4. Administration Services	Signs appointments, requests, certificates, and etc.	CMPBALAGA, ALCatral, MBJLCASTIL, n, MBESCUADRA, MCLa, MJFManadong, RGOmega, HMEQuimbo, DDSunabat	July-December 2024	manuscript outline, transmittal, approval sheet, routing slip		registration forms for enrollment as course adviser				manuscript outline, transmittal, approval sheet, routing slip
		RGOmega	July-December 2024	As Head	As Head	As Head	As Head	As Head	As Head	Reimbursement, Replenishment, Payment Vouchers & PR & PPMP job order Contracts, bills
	Attends meetings.	All DTHM Faculty	July-December 2024	All DTHM Faculty	All DTHM Faculty	All DTHM Faculty	All DTHM Faculty	All DTHM Faculty	All DTHM Faculty	Departments, College, and University Meetings
	Prepares minutes of meetings.	KKOVILLARUBIA	July-December 2024	Once	Once	Once	Once	Once	Once	As Department Secretary
	Reviews communications, letters, requests and appointments	RGOmega	July-December 2024	Daily	Daily	Daily	Daily	Daily	Daily	Except When On Official Business/Seminars/Workshops
	Opens and closes classrooms, assists the dDRC in the releasing of documents.	SMLatras	July-December 2024	Daily	Daily	Daily	Daily	Daily	Daily	Clerk's table, DTHM Rooms and other infrastructures

Prepared by:


RANDY G. OMEGA
Unit Head

PERFORMANCE MONITORING FORM


Name of Employee: **KRISTEAN KARL O. VILLARUBIA**

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	Teaches assigned subjects and performs other teaching-related functions such as; prepares and revises teaching materials, prepares and gives examinations, checks test papers and returns to students one week after, submits grades sheets within the prescribed period, makes himself available for students consultations during consultation hours, revises course syllabus, and approves manuscripts.	Very Impressive	July 1, 2024	December 31, 2024	December 31, 2024	Impressive	Very Satisfactory	Submitted Syllabus. Entertains the concerns of advisees during enrollment.
2	Attends training, seminars, and workshops.	Very Impressive	July 1, 2024	December 31, 2024	December 31, 2024	Impressive	Outstanding	Able to multitask and maintain productivity
3	Attends meetings and workshops as instructed by the immediate Head.	Very Impressive	July 1, 2024	December 31, 2024	December 31, 2024	Impressive	Outstanding	Attended DTHM Faculty meetings regularly
4	Performs other functions such as; Department Internship Program Coordinator	Very Impressive	July 1, 2024	December 31, 2024	December 31, 2024	Impressive	Very Satisfactory	May ensure that report has been made

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

**Outstanding, very satisfactory, unsatisfactory, poor

Prepared by:


RANDY G. OMEGA
 Unit Head

EMPLOYEE DEVELOPMENT PLAN

Name of Employee : Kristean Karl O. Villarubia
Performance Rating : 4.57 (Very Satisfactory) July – December 2024

Aim: To develop skills related to research and extension project proposal writing and development

Proposed Interventions to Improve Performance and/or Competence and Qualification to assume higher responsibilities:

Date: July 2024

Target Date: September 2024

First Step:

To attend webinars or seminars related to research and extension proposal writing and development.

Result:

Increased knowledge on research and extension project proposal writing.

Date: October 2024

Target Date: December 2024

Next Step:

Apply the learnings and insights learned in preparing and conducting extension projects.

Outcome:

Confidence in preparing and implementing extension projects.


Final Step/Recommendation:

To attend more advanced seminars on research and extension related topics..

Prepared by:


RANDY G. OMEGA
Unit Head

Conforme:


KRISTEAN KARL O. VILLARUBIA
Rateel