

**Exhibit K****SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS  
WITH MULTIPLE FUNCTIONS**Name of Faculty Member: MANNYLEN A. MERIOLES

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		4.79 x 0.5=2.395	
b. Students (50%)		4.69 x 0.5=2.345	
Total for Instruction	60%	4.74	2.844
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)			
Total for Research	20%	5.0	1.0
3. Extension			
a. Client/Dir. for Extension (50%)			
b. Dept Head/Center Director (50%)			
Total for Extension	20%	4.725	0.945
4. Administration			
5. Production			
TOTAL			4.789

EQUIVALENT NUMERICAL RATING: 4.79

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 4.79ADJECTIVAL RATING: **OUTSTANDING**

Prepared by:

  
**MANNYLEN A. MERIOLES**

Name of Faculty

Reviewed by:

  
**ROBELYN T. PIAMONTE**

Department Head

Recommending Approval:

  
**VICTOR B. ASIO**

Dean/Director

Approved:


  
**BEATRIZ S. BELONIAS**


Vice President for Academic Affairs


"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **MANNYLEN A. MERIOLES**, Assistant Professor 1 of the Department of Pest Management commits to the deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period **January to June 2023**.

  
**MANNYLEN A. MERIOLES**  
 Ratee  
 Date: JUL 12 2023

Approved:  
  
**ROBELYN T. PIAMONTE**  
 Head, DPM  
 Date: JUL 17 2023

  
**VICTOR B. ASIO**  
 Dean, CAFS  
 Date: \_\_\_\_\_

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target	Actual Accomplishment	Rating				REMARKS
						Quality	Efficiency	Timeliness	Average	
UMFO 1. ADVANCED EDUCATION SERVICES (At least 60% of the Total Tasks)										
OVPI MFO 2. Graduate Student Management Services										
	PI 4: Total FTE coordinated, implemented & monitored*	A1. Actual Faculty's FTE	Handles subjects/courses assigned	1 FTE	0.42	4	5	5	4.67	
	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 and thesis/SP/dissertation manuscript							



		AS GAC Member	Advises and corrects research outline and thesis/SP/dissertation manuscript	2	4	5	5	5	5	
		<b>A4</b> . Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty	2	4	4	5	5	4.67	
<b>UMFO 2. HIGHER EDUCATION SERVICES</b>										
<b>OVPI UMFO 3. Higher Education Management Services</b>										
	<b>PI 5:</b> Total FTE, coordinated, implemented and monitored *	<b>A9.</b> Actual Faculty's FTE	Handles and teaches courses assigned	5FTE	46.5	5	5	5	5	
		<b>A10</b> . Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	2	3	5	5	5	5	
		<b>A 11</b> . 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		3	5	5	5	5	
		<b>A12</b> . Number of trainings attended related to instruction	Attend mandated trainings	2	2	4	5	5	4.67	
		<b>A13</b> . Number of long examinations administered and checked	Administers and checks long examination for subjects taught	3	5	5	5	5	5	
		<b>A14</b> . Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	10	26	5	5	5	5	
		<b>A15</b> . Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	10	10	4	5	5	4.67	
	<b>PI 8:</b> Number of students advised: *	<b>A16.</b> Number of students advised:	Acts as academic adviser to students	5	5	4	5	5	4.67	
		<b>A17</b> . Number of students advised on thesis/ field practice/special problem:								
		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript	5*	3	4	5	5	4.67	

		<i>As SRC Member</i>	Advises and corrects research outline and thesis/SP manuscript	2	3	4	5	5	4.67	
		<b>A18</b> . Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	10	40	5	5	5	5	
	<b>PI 9:</b> Number of student organizations advised/ assisted *	<b>A19</b> . Number of Student organizations advised	Advises student organizations recognized by USOO		1	5	4	5	4.67	
		<b>A20</b> . Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities	1	1	4	4	5	4.33	
	<b>PI 10:</b> Number of instructional materials developed *	<b>A 21</b> : Number of on-line course ware developed and submitted :	Prepares and submits for review by the Technical Review Panel							
		<i>On-line ready courseware</i>	<i>Prepares Instructional module/laboratory guide/workbook or a combination thereof</i>	1	1	4	5	5	4.67	
		Supplemental learning resources	<i>Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught</i>	4	9	5	5	5	5	
		<i>Assessment tools</i>	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	5	9	5	5	5	5	
		<b>A 23</b> : Number of on-line course ware reviewed by TRP & edited by MMDC editor	Submits the course ware duly reviewed by TRP for editing by MMDC editor							
		<b>A 24</b> : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom	2	1	3	5	5	4.33	





MFO3: Extension services (At least 20% of the total tasks)									
PI1: Number of Trainings conducted	Number of person-days trained	Trains clientele							
	Number clients served	Renders advisory services/technical assistance, briefings and on-farm consultation to clientele and visitors		3		5	4	5	4.67
	Number of trainings served as Resource Person	Serves as Resource Person in trainings	1	3		5	5	5	5
	Number of seminars/ conferences/ trainings attended	Attends seminars/ conferences/ trainings		2		4	5	5	4.67
PI1: Technical/ expert Services	Number of extension project/ study conducted	Conducts extension project/ study	1	1		5	4	5	4.67
	Research Mentoring	Mentors SRA, SRS		3		5	4	5	4.67
	Peer reviewers/Panelists	Review research papers for journal publication							
	Number of committee served w/n the university	Act as committee chair/ member w/n the university		3		4	5	5	4.67
				Comments and Recommendation for					
Total Over-all Rating				139.04					
Average Rating				4.79					
Adjectival Rating				Additional extension & Research Proposal					

\* to be accomplished on Jul-December 2023 accomplishment

Evaluated & Rated by:

**ROBELYN T. PIAMONTE**

Head, DPM

Date: JUL 17 2023

Recommending Approval

**VICTOR B. ASIO**

Dean, CAFS

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

Approved by:

**BEATRIZ S. BELONIAS**

Vice President, Academic Affairs

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



## EMPLOYEE DEVELOPMENT PLAN

Name of Employee: MANNYLEN A. MERIOLES

Performance Rating: \_\_\_\_\_

Aim: Submit additional Extension and Research proposal

Proposed Interventions to Improve Performance:

Date: \_\_\_\_\_ Target Date: Jan-Dec 2024

First Step: Attend training-workshops related to research and extension

Result: acquire additional knowledge on research and extension

Date: \_\_\_\_\_ Target Date: Jan- Dec 2024

Next Step: draft proposals on research and extension projects

Outcome: implement research/extension project

Final Step/Recommendation:

Attend conferences/fora related to Research and Extension

Prepared by:

  
**ROBELYN T. PIAMONTE**  
Unit Head

Conforme:

  
**MANNYLEN A. MERIOLES**  
Name of Ratee Faculty/Staff