

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **Helen Grace F. Oracion**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		5.00 x 50 %	2.50
b. Students (50%)		4.33 x 50 %	2.16
Total for Instruction	100%	4.66	4.66
2. Research			
a. Client/Dir for Research			
b. Dept. Head/Center			
Total for Research			
3. Extension			
a. Client/Dir for Research			
Total for Extension			
4. Administration			
5. Production			
TOTAL	100%		4.66

EQUIVALENT NUMERICAL RATIN 4.66

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 4.66

ADJECTIVAL RATING: *VSC*

Prepared by:

HGO
HELEN GRACE F. ORACION
Name of Faculty

Reviewed by:

JGF
JACOB GLENN F. JANSALIN
Head, DoPAC

Recommending Approval:

CLC
CANDELARIO L. CALIBO
Dean, CAS

Approved:

BSB
BEATRIZ S. BELONIAS
VP for Instructor

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **HELEN GRACE F. ORACION**, of the Department of Pure & Applied Chemistry commits the deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period **January 1. to June 30, 2019**

HELEN GRACE F. ORACION

Ratee

Approved:

JACOB GLENN F. JANSALIN

Department Head

MFO No.	MFO & PAPs	Success/ Performance Indicators (PI)	Program/Activities/Projects	Tasks Assigned	Target	Details of Actual Accomplishment	Rating				Remarks
							Q ¹	E ²	T ³	A ⁴	
MFO:1	Advanced Education	PI. 1 Full time Equivalent (FTE)	Instruction								
		PI. 2 Number of graduate student advised									
MFO:2	Higher Education Services	PI.1 FTE	Instruction	Chem 21 lab, Chem 31a, Chem 16, Chem 131.1 lab	16	28.50	5	5	5	5	Teachers Leave
		PI. 1 Number of Instructional materials developed/revised		updated Lab Manual	1	1	5	5	5	5	Chem 131
MFO 3:	Research Services	PI.1 Number of outputs presented in local conferences	Research								
		research output presentation									
		PI. 2. Number of seminars/trainings attended		national							
				regional	1	2	5	5	5	5	2nd Regional Symposium of the PSBMB-Visayas Chapter 1st General Assembly and Symposium ICP-Leyte
				institutional/local							
		PI 3. Number of research conducted									
		PI. 4. Number of research output published		submits research paper for publication(International)							

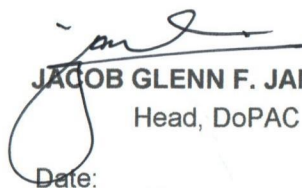
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Average Rating (Total Over-all rating divided by		5.00
Additional Points:		
Punctuality		
Approved Additional points (with copy of approval)		
FINAL RATING		5.00
ADJECTIVAL RATING		

Comments & Recommendations for Development Purpose:

- must attend conferences for CPO
- apply for graduate work


Evaluated & Rated by:


JACOB GLENN F. JANSALIN
 Head, DoPAC
 Date: _____

Recommending Approval:


CANDELARIO L. CALIBO
 Dean, CAS
 Date: _____

Approved by:


BEATRIZ S. BELONIAS
 VP for Instruction
 Date: _____

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

PERFORMANCE MONITORING & COACHING JOURNAL

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

Name of Employee: HELEN GRACE F. ORACION

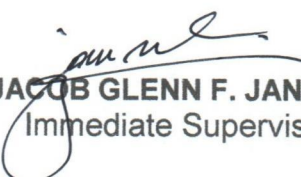
Head of Office: JACOB GLENN F. JANSALIN

Number of Personnel: 14 Faculty & 5 Admin Staff


Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring					
Coaching	Review and improve on the negative comments of students				

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

Conducted by:


JACOB GLENN F. JANSALIN
 Immediate Supervisor

Noted


CANDELARIO L. CALIBO
 Next Higher Supervisor

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **HELEN GRACE ORACION**

Performance Rating: Outstanding, Very Satisfactory & Satisfactory

Aim: Attain all out

Proposed Interventions to Improve Performance:

Date: November 15, 2019

Target Date: 1st sem 2019-2020

First Step:

1. Review the negative comments of students
2. Focus improvement on these negative comments

Date:

Target Date:

Next Step:

Outcome:

Final Step/Recommendation:

Prepared by:


JACOB GLENN F. JANSALIN
Unit Head

Conforme:


HELEN GRACE F. ORACION
Name of Ratee Faculty