

**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS  
WITH MULTIPLE FUNCTIONS  
July to December 2022**

Name of Faculty Member: **CRISLIN B. CRUZ**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (100%)	4.925	4.925 x 50% = 2.46	
b. Students	4.33	4.33 x 50% = 2.165	
Total		4.625 x 25%	1.156
2. Research			
a. Dept Head/Center Director	4.976	4.976 x 40% =	1.99
b.			
3. Extension			
a. Dept Head/Center Director	4.89	4.89 x 35% =	1.711
<b>TOTAL</b>			<b>4.857</b>

EQUIVALENT NUMERICAL RATING: **4.857**

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: **4.857**

ADJECTIVAL RATING:

**Outstanding**

Prepared by:

**CRISLIN B. CRUZ**  
Name of Faculty

Noted:

**MARISEL A. LEORNA**  
Director, NCRC-V

Recommending Approval:

for **ROSAPHELIA D. VELARDE** <sup>oic</sup>  
Director for Research <sub>1/18/23</sub>

Approved:

for **MARIA JULIET C. CENIZA** <sub>1/18/23</sub>  
Vice President for Research, Extension & Innovation



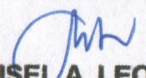
# INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW (IPCR) - ACCOMPLISHMENT

I, CRISLIN CRUZ, Faculty Staff of the NATIONAL COCONUT RESEARCH CENTER-Visayas commit to deliver and agree to be rated on the attainment of the following accomplishments in accordance with indicated measures for the period July 1 to December 31, 2022.

  
**CRISLIN CRUZ**

Instructor I

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

  
**MARISEL A. LEORNA**

Director, NCRC-V

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

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Target	% of Accomplishment	Actual Accomplishment	Rating				Remarks
						Quality	Efficiency	Timeliness	Average	
UFMO 2: Higher Education Services										
MFO 1. Curriculum Program Management System										
		PI 1: Total FTE monitored	5	100%	14.5	5	5	5	5	
		PI 8: Number of students advised								
		PI 9: Number of student organizations advised/ assisted								
		PI 10: Number of instructional materials developed	1	100%	1	5	4.75	4.8	4.85	
		Additional Outputs								
		PI 15:								
UFMO 3: Research Innovation Services										
		PI 2: Number of research outputs presented in regional/national/ int'l fora/conferences								
		In int'l fora/conferences								
		In nat'l fora/conferences								
		In reg'l fora/conferences	1	100%	1	5	4.85	4.95	4.93	
		In institutional fora/conferences	3	100%	3	5	5	5	5.00	



		<b>PI 3:</b> Number of research projects conducted and/or completed on schedule	3	100%	3	5	5	5	5.00	
		<b>PI 4:</b> Number of research proposals submitted/endorsed for external funding								
		<b>PI 5:</b> Percent of research proposals approved								
		<b>PI 6:</b> Amount of research money generated from external funding (Thousand PHP)								
		<b>PI 7:</b> Amount of research money generated from institutional funding (Thousand PHP)								
		<b>PI 8:</b> No. of research-related awards (research conducted by faculty or student w/ faculty)								
		<b>Outcome Indicator</b>								
		<b>Output Indicators</b>								
		<b>PI 10:</b> Number of research outputs completed within the year								
		<b>PI 11:</b> Percentage of research outputs published in internationally-refereed or CHED recognized journal within the year								
		<b>Additional Outputs:</b>								
		<b>PI 12:</b> Number of research collaboration/ partnership with LGUs								
		<b>PI 17:</b> Number of research proposals approved for internal funding								
<b>UFMO 4: Extension Services</b>										
		<b>PI 1:</b> Number of person-days trained weighted by length of training	20	100%	55	5	4.8	5	4.93	
		<b>PI 2:</b> Number of trainings conducted	2	100%	6	5	5	5	5.00	
		<b>PI 3:</b> Number of IEC materials/technoguides developed/used	2	100%	6	5	5	5	5.00	
		<b>PI 4:</b> Number of beneficiaries served								
		Groups	2	100%	6	5	4.8	5	4.93	
		Individuals	30	100%	60	5	5	5	5.00	
		<b>PI 5:</b> Number of technical/expert services								



		<i>Research Mentoring</i>	2							
		<i>Peer reviewers/Panelists</i>								
		<i>Resource Persons</i>	2	100	2	5	5	5	5.00	
		<i>Convenor/Organizer</i>	2	100	6	5	5	5	5.00	
		<i>Consultancy</i>								
		<i>Evaluator</i>								
		<b>PI 6:</b> Number of extension projects conducted and/or completed on schedule	3	100	3	5	4.75	5	4.92	
		<b>PI 7:</b> Number of extension proposals submitted	1	100	2	5	4.75	5	4.92	
		<b>PI 8:</b> Percent of extension proposals approved	50%	100	1 out 2	5	5	5	5.00	
		<b>PI 9:</b> Amount of extension money generated from external funding (Thousand PHP)	100,000	100	200,000	4.8	5	4.78	4.84	
		<b>PI 10:</b> Amount of extension money generated from institutional funding (Thousand PHP)	300,000	100	450,000	5	4.5	4.9	4.80	
		<b>PI 11:</b> No. of extension-related awards (extrn. conducted by faculty or student & faculty)	1	100	1	5	5	5	5.00	
		<b>Outcome Indicator</b>								
		<b>PI 12:</b> Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities	2	100	5	5	5	4.9	4.97	
		<b>Output Indicators</b>								
		<b>PI 13:</b> Number of trainees weighted by the length of training	30	100	62	4.5	5	4.7	4.73	
		<b>PI 14:</b> Number of extension programs organized and supported consistent with the SUC's mandated and priority programs	3	100	3	4.5	5	5	4.83	
		<b>PI 15:</b> Percentage of beneficiaries who rate the training course/s as satisfactory or higher in terms of quality and relevance	75%							
		<b>Additional Outputs:</b>								
		<b>PI 17:</b> Number of extension delivery services conducted/ coordinated/ participated: field demo, agri fair, field days, agri-exhibit, Techno-forum, Techno-festival	1	100	2	4.5	4.8	5	4.77	



		<b>PI 18:</b> Number of clients assisted in agri-fair, walk in clients, training requests, in-house reviews, trainings and related activities	20	100	35	5	4.8	5	4.93	
		<b>PI 19:</b> Number of product/ technology demonstration conducted	1	100	2	4.5	4.75	5	4.75	
		<b>PI 20:</b> Number of clientele served/ registered during Farmers' and Fisherfolks' Day	10	100	15	4.5	4.8	5	4.77	
		<b>PI 21:</b> Number of RDE news and feature articles published	2	100	5	4.5	4.8	4.5	4.60	
<b>MFO 3. Faculty Evaluation Services</b>										
		<b>PI 5:</b> Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subjects evaluated	80%	100	90%	4.5	4.8	4.8	4.70	
		<b>PI 6:</b> Number of in-house seminars/trainings/ workshops/reviews conducted/attended	1	100	1	5	4.8	4.8	4.87	
	<b>Total Over-all Rating</b>		137.04							
	<b>Average Rating</b>		4.89	<b>Comments and Recommendations for Development Purposes</b> Continue expanding extension activities & make more research proposal						
	<b>Approved Additional Points (w/ copy of A[proval)</b>									
	<b>FINAL RATING</b>		4.89							
	<b>ADJECTIVAL RATING</b>		Outstandi							

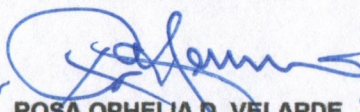
Evaluated & Rated by:

  
**MARISEL A. LEORNA**

Supervisor

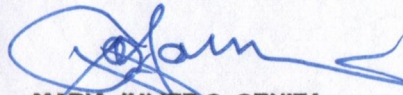
Date:

Recommending Approval

  
**ROSA OPHELIA D. VELARDE** o/c  
Director for Research  
1/18/23

Date:

Approved by:

  
**MARIA JULIET C. CENIZA**

Vice President, OVPREI

Date:



## PERFORMANCE MONITORING FORM

Name of Employee : CRISLIN B. CRUZ

Task No.	Task Description	Expected Output	Date Assigned	Expected Date of Accomplish	Actual Date Accomplished	Quality of Output*	Overall Assessment of Output**	Remarks/ Recommendation
1.	Teaches Economics Subjects	Handled and taught classes in Economics (Six (6) teaching load	July 2022	December 2022	Jul-Dec 2022	Very Impressive	Very Satisfactory	
2	Advises students conducting research and fulfilling their academic requirements	Adviser, 1 student conducting research	July 2022	December 2022	Jul-Dec 2022	Very Impressive	Outstanding	
3	Develop instructional materials	1 instructional material develop	July 2022	December 2022	Jul-Dec 2022	Very Impressive	Very Satisfactory	
4	Consultation with student on subject matter and other course-related activities	70 hours spent for students consultation on subject matter and other course	July 2022	December 2022	Jul-Dec 2022	Very Impressive	Very Satisfactory	
5	Present relevant output on research & extension conducted in Annual R&D	Presents 1 extension output during Annual Review and Planning	July 2022	December 2022	Jul-Dec 2022	Very Impressive	Very Satisfactory	
6	Implements and conducts approved research on coconut varietal improvement	Implements/conducts research projects	July 2022	December 2022	Jul-Dec 2022	Very Impressive	Outstanding	
7	Prepares and submits extension proposals to funding agencies	Prepares and submits 1 extension proposal	July 2022	December 2022	Jul-Dec 2022	Very Impressive	Very Satisfactory	
8	Prepares assessment tools and exams for students	10 exams and assignments preped	July 2022	December 2022	Jul-Dec 2022	Very Impressive	Outstanding	
9	Supervises distribution of IEC materials to interested clients	Supervises/Distributes 100 materials on coconut production and other IECs	July 2022	December 2022	Jul-Dec 2022	Impressive	Very Satisfactory	
10	Facilitate and organized trainings for Extension beneficiaries	Organized 6 trainings	July 2022	December 2022	Jul-Dec 2022	Very Impressive	Outstanding	
11	Provide technical and expert services requested by the beneficiaries	Assisted 3 request from people's organization on trainings and technical queries	July 2022	December 2022	Jul-Dec 2022	Very Impressive	Outstanding	

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

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

Prepared  
by:
  
**MARISEL A. LEORNA**  
 Immediate Supervisor

Exhibit G

**PERFORMANCE MONITORING & COACHING JOURNAL**  
Rating Period: July to December 2022


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

Name of Officer : **CRISLIN B. CRUZ**  
Head of Center : **MARISEL A. LEORNA**  
Number of Personnel: 2


Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. Specify)	
	One-on-One	Group			
Monitoring nation with Project Beneficiaries Report Preparation	√	√			
	√	√			
Coaching R & D Proposal Writing	√	√			

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

Conducted by:

  
**MARISEL A. LEORNA**  
Immediate Supervisor

Noted by:

  
for **ROSA OPHELIA D. VELARDE** 1/18/23  
Next Higher Supervisor

cc: OVPI  
ODAHRD  
PRPEO

**EMPLOYEE DEVELOPMENT PLAN**  
**Rating Period: July to December 2022**

**Name of Employee:** CRISLIN B. CRUZ  
**Performance Rating:** \_\_\_\_\_

**Aim:** To be efficient and effective worker in the implementation of research and extension activities  
\_\_\_\_\_

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

**Date:** July 2022 **Target Date:** 4th Quarter 2022

**First Step:** \_\_\_\_\_  
Supervise research assistants & intern to assist project implementation  
\_\_\_\_\_

**Result:** \_\_\_\_\_  
Good management among section staff  
\_\_\_\_\_

**Date:** January 2023 **Target Date:** 2nd Quarter 2023


**Next Step:** \_\_\_\_\_  
Continue coordinating with the project beneficiaries  
\_\_\_\_\_  
\_\_\_\_\_

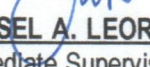
**Outcome:** \_\_\_\_\_  
Efficient and effective R & D project implementation  
\_\_\_\_\_

**Final Step/Recommendation:** \_\_\_\_\_  
Improve communication among constituents and project beneficiary  
\_\_\_\_\_

Conforme:

Prepared by:

  
**CRISLIN B. CRUZ**  
Name of Staff

  
**MARISEL A. LEORNA**  
Immediate Supervisor