


SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS  
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: FELICIANO L. SINON, JR.

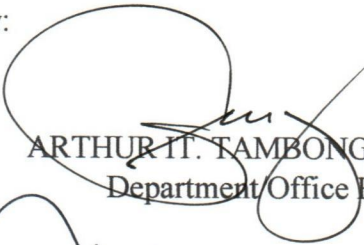
Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x%)	Equivalent Numerical (2x3)
	(2)	(3)	
1. Instruction			
a. Head/Dean (50%)		2.37	
b. Students (50%)		2.36	
Total for Instruction	40%	4.73	1.89
2. Research			
a. Client/Dir. for Research (50%)		Not Available	
b. Dept.Head/Dean/Director (50%)		4.28	
Total for Research	30%	4.28	1.28
3. Extension			
a. Client/Dir. for Extension (50%)		Not Available	
b. Dept Head/Dean/Director (50%)		4.70	
Total for Extension	15%	4.70	0.71
4. Administration	10%	4.95	0.50
5. Production	5%	5.00	0.25
TOTAL			4.62

EQUIVALENT NUMERICAL RATING: 4.62  
Add: Additional Points, if any: \_\_\_\_\_  
TOTAL NUMERICAL RATING: \_\_\_\_\_  
ADJECTIVAL RATING: Outstanding

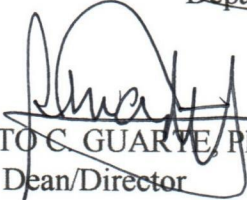
Prepared by:

  
FELICIANO L. SINON, JR.  
Name of Faculty/Staff

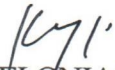
Reviewed by:

  
ARTHUR H. TAMBONG, FPSAE  
Department/Office Head

Recommending Approval:


  
ROBERTO C. GUARJE, Ph.D.  
Dean/Director

Approved:

  
BEATRIZ S. BELONIAS, Ph.D.  
Vice President

the following targets in accordance with the indicated measures for the period January to June, 2019.

**FELICIANO L. SINORI**  
Ratee

  
**ARTHUR IT. TAMBONG, FPS**  
Head of Unit

**ARTHUR IT. TAMBONG, FPSAE**  
Head of Unit

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	b. Actively pursuing in the last three years (investigative research, basic and applied scientific research, policy research, social science research)								RCG, AIT & DLST are all engaged in research
	c. Producing technologies for commercialization or livelihood improvement	Assisting	100%	100%	5	5	4	4.67	RCG - solar lighting; AIT - employment generation from FS; DLST -processing machines commercializatr.
	d. whose research work resulted in an extension program	Assisting	0%	33%	5	5	4	4.67	RCG renewable energy research
	Total Points:			Subtotal:				27.67	
UMFO 2.	HIGHER EDUCATION SERVICES								
	OVPI MFO 1. Curriculum Program Management Services								
	PI 1: Total FTE Monitored	Teaching	200	414.00	5	5	5	5.00	Individual FTE
	PI 2: Percentage of undergraduate curricular program compliant to CMO approved and offered	Teaching	100%	100%	5	5	5	5.00	BSAE & BSABE
	PI 3: Average percentage passing in licensure exam (first takers, June 2019 graduates)	Teaching	60%	84%	5	5	5	5.00	21/25 or 84.00% for 1st takers, 25/34 or 73.53% overall
	PI 4: Percentage of first time licensure exam takers who passed the licanzure exam (compared to previous year's percentage)	Teaching	100%	121%	5	5	5	5.00	Computation: 100%+((84-69.23)/69.23 x100%); Previous Yr Passing: 69.23% = 121%
	PI 5: Number of students who graduated within the prescribed period	Teaching	60%	91%	5	5	5	5.00	20 of 22
	PI 6: Percentage increase in the number of undergraduate students who graduated within prescribed period	Teaching	5%	110.98%	5	5	5	5.00	Last yr graduates: 14/17 or 82%
	PI 7: Percentage of graduates (two years prior) who are employed and/or pursuing graduate studies	Teaching	82%	100%	5	5	5	5.00	All graduates are employed (based on student monitoring feedback)
	PI 8: Number of academe/industry linkages established	Assisting	1	8	5	5	5	5.00	8 OJT New Linkages: NIA-Manila, NIA-Tacloban, NIA-Ormoc, DA-R7, DA-R8, SRA-Negros Occ., LGU-Negros Occ., LGU-Ormoc
	PI 9: Number of thesis/special problems of students:								

	a. Thesis/Case studies/ Special Problems/ OJT Narrative/ Engineering Projects/ Portfolio outlines approved	Teaching	10	21	5	5	5	5.00	21 BS Thesis/OJT outlines approved
	a. Thesis/Case studies/ Special Problems/ OJT Narrative/ Engineering Projects/ Portfolio reports/manuscripts approved	Teaching	10	21	5	5	5	5.00	21 BS Thesis/OJT manuscripts approved
	PI 10: Number of student organizations advised/assisted	Advising							AIT & JJDL: PSABE-VSC; RCG: CoE-SSC; AIT: CBI-International VSU Chapter
	PI 11: Number of instructional materials developed/revised								
	a. OBE-compliant syllabi	Workforce	4	8	5	5	4	4.67	AIT-2, RCG-2, MEC-1, TFS-1, FLS-1, TFS-1
	b. Teaching guides/Student guides/Laboratory Manuals	Workforce	1	1	5	4	4	4.33	AIT-1
	c. Complete sets of teacher-developed audio visual materials (powerpoints, videos, computer games, etc)	Workforce	4	6	5	5	4	4.67	PowerPoint visual matls: AIT-1, RCG-1, MEC-1, TFS-1, JJDL-1, FLS-1
	d. On-line interactive learning resources per subject	Workforce	0	1	5	4	4	4.33	AIT-1: Bytex Feasibility Analyzer Datasets Version 2019 (interactive but offline or on classroom only)
	PI 12: Number of instruction-related awards								
	Number of national student awards	Teaching	0	8	5	5	5	5.00	NAT'L Major Award - 1: Allen Glen Gil - Most Outstanding ABE Student Leader awarded by PSABE National Chapter; NAT'L Student Awards - 7: Various Awards Obtained during the PSABE Nat'l Conventn, Bacolod, April 2019 - AutoCAD, Harvester Parts Identificatn, Dance, PSABE Chapter Video, Ms. ABE, Mr. ABE
	Number of honor graduates	Teaching	2	1	5	5	5	5.00	Fatima Gumamac, BSAE - Cum Laude; (2 board topnotchers-Top 3 & Top 7; placed under additional outputs)
	Total Points			Subtotal:				78.00	



UMFO 3. RESEARCH SERVICES									
	PI 1. Number of research proposals submitted	Researcher/ assisting	1	7	5	5	4	4.67	DA-BAR Propsal: AIT-1; DOST-CRADLE Proposal: RCG-1; CHED Proposals: RCG-1, TFS-1, JJDL-1, TFS-1; DOST Balik Scientist Propsal: ROC -1
	PI 2. Number of research proposals approved	Researcher/ assisting	1	1	5	4	4	4.33	DOST Balik Scientist Project: ROC -1
	PI 3. Number of research studies conducted	Researcher/ assisting	6	1	5	5	4	4.67	DOST Balik Scientist Roject: ROC -1
	PI 4. Number of research projects/studies completed within the year	Researcher/ assisting	3	4	5	5	4	4.67	4 Climate Change Studies: AIT-1, MEC-1, TFS-1, JJDL-1
	PI 5. Number of research papers (oral presentation, posters, keynote speaker, plenary speaker) presented in regional/national/ int'l scientific/professional fora and conferences								
	In int'l fora/conferences	Researchr/asstng	0	0	N/A	3	4	3.50	No opportunity yet
	In nat'l fora/conferences	Researchr/asstng	1	1	5	4	4	4.33	In PSABE Nat'l Convention: AIT-1
	In reg'l fora/conferences	Researchr/asstng	1	1	5	4	4	4.33	AIT-1 in ATI, Isabela
	In institutional fora/conferences	Researchr/asstng	2	3	5	5	4	4.67	AIT-2 in OVPRE, ATI-VSU; RCG-1 in OVPRE
	PI 6. Number of paper submitted for publication in internationally indexed journals	Researchr/asstng	0	1	5	4	4	4.33	AIT-1: EB Journal (Europe)
	PI 7. Number of published papers in peer-reviewed journals								
	In refereed int'l journals	Researchr/asstng	0	0	N/A	3	4	3.50	None published yet
	In refereed nat'l journals	Researchr/asstng	0	0	N/A	3	4	3.50	None published yet
	In institutional journals	Researchr/asstng	0	0	N/A	3	4	3.50	None published yet
	PI 8. Number of patents/Utility Models/copyrights filed and registered	Researchr/asstng	1	3	5	5	5	5.00	AIT-3 Copyrights: Bytex Feasibility Analyzer Datasets Version 2019, Global Food Security System Version 3, Open Channel Designer Ver. 2
	PI 9. Amount of research money generated from external funding (Thousand PHP)	Researchr/asstng	0	465	5	5	4	4.67	DOST Balik Scientist Sponsorship
	PI 10. Amount of research money generated from institutional funding (Thousand PHP)	Researchr/asstng	50	100	5	5	4	4.67	RCG Researches

	PI 11. Number of research outputs in the last three years utilized by the industry or other beneficiaries	Research/assistant	0	4	5	5	5	5.00	4 Climate Change Studies utilized by PAGASA: AIT-1, MEC-1, TFS-1, JJDL-1
	PI 12. Number of research-related awards (research conducted by faculty or students with faculty)	Research/assistant	0	0	N/A	3	4	3.50	Many papers presented, unfortunately no award received so far
	Total Points			Subtotal:				160.83	
UMFO 4.	EXTENSION SERVICES								
	PI 1: Number of trainees weighted by the length of training (man-hours)	Extensionist, assisting	240	2,690	5	5	5	5.00	ROC (Balik Scientist): Biodiesel Production Training at RERC; AG: TESDA-VSU Training co-managed with ME Dept.
	PI 2: Number of trainings conducted	Extensionist, assisting	1	2	5	5	5	5.00	ROC: Biodiesel Production; AG: TESDA-VSU Training co-managed with ME Dept.
	PI 3: Number of IEC materials/techno-guides developed/used	Extensionist, assisting	1	2	5	5	4	4.67	RCG-1: Solar Technoguide; AIT-1: ABE Brochure for Incoming Students
	PI 4: Number of beneficiaries served								
	Groups	Extensionist, assisting	2	9	5	5	5	5.00	1 Biogas Training Batch; 3 RERC Field Trip Groups; 4 Senior High Schools: VSULHS, Ormoc, Hilongos, & Baybay; 1 TESDA Training Batch
	Individuals	Extensionist, assisting	15	255	5	5	5	5.00	Biogas Training=50 persons; RERC Field Trips = 100 persons; Senior High Schools = 80 students from VSULHS, Ormoc, Hilongos, & Baybay; TESDA Training=25 persons
	PI 5: Number of technical/expert services provided/rendered								
	Research Mentoring	Cooperating/Assisting	1	2	5	5	5	5.00	RCG-1 & AIT-1: Separate research mentorings to junior DABE faculty
	Peer reviewers/Panelists								AIT-1: Journal of Society & Technoly



	Resource Person								RCG-2: CHED-TPET; AIT-4: ATI Trainings in Isabela and VSU; 2 Board Reviews handled in MSU-Gensan & SPAMAST-Digos
	Convenor/Organizer	Assisting	1	1	5	4	4	4.33	RCG-1:CHED-TPET Forum
	Consultancy								AIT-2 Feasibility Study Consultancy at Kurin, Manadaue City & DBSN Farms; RCG-1, ROC-1: DBSN Farms Biodiesel Concerns
	Evaluator	Evaluator	0	6	5	5	4	4.67	All Faculty as Thesis/OJT evaluators
	PI 6: Number of extension projects conducted	Assisting	1	3	5	5	4	4.67	ROC: Biogas Training at RERC; AG: TESDA-VSU Trainings co-managed with ME Dept.; RCG: Field Trips hosting
	PI 7: Number of extension proposals submitted	Assisting	1	1	5	5	5	5.00	TESDA-VSU Trainings co-managed with ME Dept.
	PI 8: Number of extension proposal approved	Assisting	1	1	5	5	4	4.67	TESDA-VSU Trainings co-managed with ME Dept.
	PI 9: Amount of extension money generated from external funding (Thousand PhP)	Assisting	0	100	5	5	4	4.67	TESDA-VSU Trainings co-managed with ME Dept.
	PI 10: Amount of extension money generated from institutional funding (Thousand PhP)	Assisting	30	100	5	5	4	4.67	VSU Counterpart in kind
	PI 11: Percentage of beneficiaries who rated the training course and advisory services as satisfactory or higher in terms of quality and relevance	Assisting	60%	100%	5	5	4	4.67	TESDA-VSU Trainings co-managed with ME Dept.
	PI 12: Number of extension-related awards (extension conducted by faculty or student and faculty)	Assisting	0	0	N/A	3	4	3.50	No opportunity yet
	Total Points			Subtotal:				70.50	
UMFO 5. SUPPORT TO OPERATIONS (STO)									
OVPI MFO 1. Faculty Development Services									
	PI 1: Number of faculty pursuing advanced degree programs	Support	2	2	5	5	4	4.67	Engr. Eldon De Padua & Engr. Ma. Grace Sumaria
OVPI MFO 2. Faculty Recruiting/Hiring Services									
	PI 2: Number of faculty recruited/aligned with university RSP policy and competency-based HRM	Support	0	N/A					N/A, none hired during the period

**OVPI MFO 3. Faculty Evaluation Services**

	<b>PI 3:</b> Number of seminars/trainings/ conventions/workshops organized/ coordinated for the entire university	Support	1	2	5	5	5	5.00	RCG-1: ISO Workshops
	<b>PI 4:</b> Number of seminars/trainings/conventions/workshops outside the university	Support	2	2	5	5	5	5.00	RCG-1:CHED-TPET Workshops
	<b>PI 5:</b> Percentage of faculty rated by students with at least very satisfactory rating of the subjects evaluated	Support	60%	100%	5	5	5	5.00	All faculty were rated VS or higher on the average
	<b>PI 6:</b> Number of college/department - level seminars/trainings/workshops/reviews conducted/attended/facilitated	Support	3	3	5	5	5	5.00	Undergrad Theses Review, MS Theses Review, OJT Reports Review

**OVPI MFO 4. Program and Institutional Accrediation Services**

	<b>PI 1:</b> Number of degree programs which passed accreditation/evaluation at least level 1	Workforce	1	2	5	5	5	5.00	BSAE & BSABE
	<b>PI 2:</b> Degree program compliant with CHED requirements	Workforce	1	2	5	5	5	5.00	BSAE & BSABE
	<b>PI 2a.</b> QMS on faculty recruitment, development	Workforce			N/A	N/A	N/A		Not applicable

**UMFO 6. GENERAL ADMINISTRATION & SUPPORT SERVICES**

	<b>PI 1.</b> Number of Risk Assessment/Review conducted	Support	1	1	5	5	5	5.00	DAE Risk Assessment in coordination with Dean's Office
	<b>PI 2.</b> Number of risks identified	Support	5	10	5	5	5	5.00	10 Risks identified
	<b>PI 3.</b> Number of risks adressed/minimized	Support	5	10	5	5	5	5.00	10 Risks minimized
	<b>PI 4:</b> Number of legitimate complaints received	Support	0	0	5	5	5	5.00	Outstanding; none received
	<b>PI 5:</b> Percentage of complaints indicated in PI 4, if any, addressed within the prescribed period	Support	100%	100%	5	5	5	5.00	100% or equivalent to "no complaint to comply"



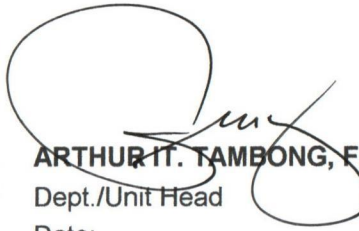
	<b>PI 6. ADDITIONAL OUPUTS*</b> (In instruction, research, extension, production, and/or administration not found in the original commitment)								
	Board Topnotchers	Teaching	0	2	5	5	5	5.00	2 ABE Board Exam Topnochers: Top 3 - Gerald Ompod, Top 7 - Donna Pagliawan
	International Accreditation	Workforce	0	1	5	5	5	5.00	1 International Accreditation obtained - Washington Accord
	Nationa Accreditation	Workforce	0	1	5	5	5	5.00	AACCUP Level 3 Phase 2 (2nd to highest level)
	Regional Accreditation	Workforce	0	1	5	5	5	5.00	CHED-RQAT Region VIII
	Number of DOST Balik Scientists Hosted	Support	0	1	5	5	5	5.00	1 DOST Balik Scientist hosted at RERC - Dr. Rico O. Cruz
	Number of Field Trips Entertained	Assisting	0	4	5	5	5	5.00	4 Field Trips Oriented at RERC
					<b>Subtotal:</b>			<b>55.00</b>	
<b>Total Over-all Rating</b>					<b>338.667</b>				
<b>Average Rating</b>					<b>4.704</b>				
<b>Adjectival Rating</b>					<b>Outstanding</b>				

LEGEND: AIT - Arthur It. Tambong; RCG - Roberto C. Guarate; MBL-Manolo B. Loreto; MEC - Manuel C. Casangcapan; TFS - Triana F. Soroño; JJD - Jessie James D. Layan; FLS - Feliciano L. Sinon Jr.  
DLST - Daniel Leslie S. Tan; ROC - Rico O. Cruz (DOST Balik Scientist hosted at RERC); LGM - Lorbert G. Mazo; AG - Alan Guarate

**Comments &  
Recommendations for  
Development Purpose:**

*Enhance participation in  
reasearch & extension.*

Evaluated/Rated by:

  
**ARTHUR IT. TAMBONG, FPSAE**  
Dept./Unit Head  
Date: \_\_\_\_\_

Recommending Approval:

  
**ROBERTO C. GUARATE, Ph.D.**  
Dean/Director  
Date: \_\_\_\_\_

Approved by:

  
**BEATRIZ S. BELONIAS, Ph.D.**  
Vice President  
Date: \_\_\_\_\_

"Exhibit I"

### PERFORMANCE MONITORING FORM

Name of Employee: Engr. Feliciano L. Sinon Jr.

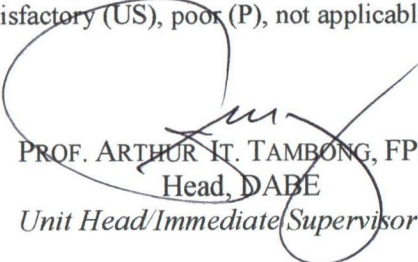
Period: January-June 2019

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	Teaching in MS Courses	Grade reports	1-2-2019	6-30-2019	6-30-2019	NA	NA	Not Teaching MS
2	Teaching in BS Courses	Grade reports	1-2-2019	6-30-2019	6-30-2019	I	VS	Improve more
3	Research	Researches conducted	1-2-2019	6-30-2019	6-30-2019	I	VS	Improve more
4	Extension	Extension conducted	1-2-2019	6-30-2019	6-30-2019	I	VS	Improve more
5	Support to operations	Documents and services	1-2-2019	6-30-2019	6-30-2019	VI	O	Improve more
6	General administration & support services	Documents and services	1-2-2019	6-30-2019	6-30-2019	VI	O	Improve more
7	ISO preparations	Documents and services	1-2-2019	6-30-2019	6-30-2019	VI	O	Improve more

\* Either very impressive (VI), impressive (I), needs improvement (NI), poor (P), very poor (VP), not applicable (NA)

\*\*Outstanding (O), very satisfactory (VS), satisfactory (S), unsatisfactory (US), poor (P), not applicable (NA)

Prepared by:

  
PROF. ARTHUR T. TAMBONG, FPSAE  
Head, DABE  
Unit Head/Immediate Supervisor



## EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **FELICIANO L. SINON, JR.**

Performance rating: **4.62 (O) for the period January-June 2019**

**Aim:** The employee as an effective and efficient implementor of 5S and ISO standards in the Department of Agricultural and Biosystems Engineering (DABE).

**Proposed Interventions to Improve Performance:** Standardization of office management

**Date:** January 2019

**Target Date:** June 2019

**First Step**

- Re-orientation on 5S
- Re-orientation on ISO standards

**Result:**

- Refreshed knowledge on 5S
- Refreshed knowledge on ISO standards

**Date:** July 2019

**Target Date:** December 2019

**Next Step:**

- Implementation of 5S
- Implementation of ISO standards

**Outcome:**

- No outcome yet/Not applicable for period January-June 2019

**Final Step/Recommendation:**

- Enhance implementation of 5S
- Enhance implementation of ISO standards

**Conforme:**

**FELICIANO L. SINON, JR.**

Ratee

Prepared by:

**ARTHUR IT. TAMBONG, FPSAE**

Head of Unit