



Exhibit K

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

Name of Faculty Member: **Tan, Daniel Leslie S.**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2x3)
Instruction			
Head/Dean (50%)		$4.84 \times 50\% = 2.42$	
Students (50%)		$0.00 \times 50\% = 0.00$	
TOTAL for Instruction	25%	$2.42 \times 0.25 =$	0.61
Research	50%	$5.0 \times 0.50 =$	2.5
Extension	20%	$5.0 \times 0.20 =$	1.00
Administration	5%	$5.0 \times 0.05 =$	0.25
TOTAL			4.36

EQUIVALENT NUMERICAL RATING: 4.36
Add: Additional Points, if any:
TOTAL NUMERICAL RATING: **4.36**

ADJECTIVAL RATING: **Very Satisfactory**

Prepared by:

PRECILA C. BELMONTE
Temp. Administrative Officer

Reviewed by:

MARLON M. TAMBIS/ALAN B. LORETO
Assistant Director/Director

Approved:

SANTIAGO T. PEÑA JR.
VP for Research Extension & Innovation

"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, DANIEL LESLIE S. TAN of PhilRootcrops accomplished the following targets in accordance with the indicated measures for the period Jan 1, 2024 to June 30, 2024.


DANIEL LESLIE S. TAN
Ratee

Approved:


MARLON M. TAMBIS/ALAN B. LORETO
Assistant Director/Director

MFO & PAPs	Tasks Assigned	Success Indicators	Targets	Actual Accomplishment	Rating				Remarks
					Q ¹	E ²	T ³	A ⁴	
Instruction services	To act as Thesis/OJT adviser/ Committee member to HS/BSAE/ MSAE students	No. of Advisees:	5 BSABE student	Thesis Adviser: 15 BSABE Students 1. Almoroto, Queenielyn 2. Bebanco, Irejane 3. Boiser, Benard 4. Bulado, Clark 5. Cairo, Lianna 6. Ceniza, John 7. Colorito, Audrenelle 8. Curag, Ivan 9. Luciano, Carine Rose 10. Minguillan, Isabel 11. Pasicolan, Lyn 12. Retulla, Kimberly 13. Tamayo, Rinette 14. Torrejano, Nikki 15. Vermug, Annelyn	5	5	5	5	
	To teach BSABE Courses	No. Courses/ Students taught	1 Course	Taught ABEn200.3/ 15 Students	5	5	4	4.67	
Research Services	To make research proposals; conduct/implement approved research	<ul style="list-style-type: none"> Research workload units conducted 		Component Leader: Enhancing the resilience of the communities at risk to natural hazards.	5	5	5	5	

	OIC President	Take charge of the university during the transition to the new President							
Total Over-all Rating									39.67

Average Rating (Total Over-all rating divided by 4)	4.96	4.0
Additional Points:		
Punctuality		
Approved Additional points (with copy of approval)		
FINAL RATING	4.96	
ADJECTIVAL RATING	outstanding	

Comments & Recommendations for Development Purpose:

To prepare MKS ready for returning.


Evaluated and Rated by:

Recommending Approval

Approved by:


ALAN B. LORETO
Director


MARLON M. TAMBIS
Asst. Director


IVY C. EMNACE
Director for Research


SANTIAGO T. PEÑA JR
VP for Research and Extension

Date: 3/3/25

Date: 3/3/25

Date: 3/10/25

Date: 3/14/25

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

PERFORMANCE MONITORING & COACHING JOURNAL

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

Name of Office: **PhilRootcrops**

Head of Office: **Prof. Marlon M. Tambis & Prof. Alan B. Loreto**

Name of Personnel: **DANIEL LESLIE S. TAN**

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring	One-on-one discussion on project/program progress/university,s concerns	PRDC meeting for group discussion on issues arising and planning; April 29, and June 6 Planning workshop within the Center; June 18	Issuance of memoranda		Attendance to PRDC monthly Meetings by the members of Research and Development Council
Coaching	Research proposal for submission to funding agencies	One-on-one discussion on project progress Group coaching during PRDC Meetings			Proposal prepared and submitted to funding agencies New proposal for evaluation

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

Conducted by:


MARLON M. TAMBIS/ALAN B. LORETO
Assistant Director/Director

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **DANIEL LESLIE S. TAN**

Performance Rating: **Outstanding**

Aim: To implement on-going research projects
To come up with approved proposals for funding and implementation

Proposed Interventions to Improve Performance:

Date: January 1, 2024

Target Date June 30, 2024

First Step:

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- Implements on-going research projects
 - Prepares proposals based on the different thrusts of the funding agencies.
 - Prepares papers for publication
 - Attends trainings that will enhance skills in leadership, organizational management and effective administration

Result:

-
- Implemented scheduled activities of the research projects
 - Prepared and submitted proposals for funding
 - Paper for publication on progress
 - Served as professor and student adviser of Agricultural Engineering students
-

Date: July 1, 2024

Target Date December 31, 2024

Next Step:

-
- Follow-up the status of submitted proposals to the different funding agencies
 - Submits papers for publication
 - Attends related trainings / conferences on appropriate discipline; trainings on capacity building (leadership, organizational management and administration)
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Outcome: Approved proposal for funding and for implementation
Paper accepted for publication by refereed journals
Research paper presented in any scientific gatherings

Final Step/Recommendation:

To maintain performance and or exceed the current performance; to submit more proposals and continue doing four-fold functions of instruction, research, extension and production.

To attend trainings that will enhance skills in leadership, management and administration.

Prepared by:


MARLON M. TAMBIS/ALAN B. LORETO
Assistant Director/Director

Conformer


DANIEL LESLIE S. TAN
Name of Ratee/Faculty/Staff