

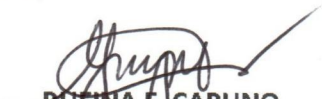
SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS
July - December 2016

Name of Faculty Member: **RUFINA F. CAPUNO**

Program Involvement		Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2 x 3)
1.	Instruction	70%		
	a. Head/Dean (50%)	5.00	2.50	
	b. Students (50%)	4.50	2.25	
	Total for Instruction		4.75	3.33
2.	Research	10%		
	a. Client/Director for Research (50%)	4.87	2.44	
	b. Dept. Head/Center Director (50%)	4.87	2.44	
	Total for Research		4.87	0.49
3.	Extension	10%		
	a. Client/Director for Extension (50%)	4.50	2.25	
	b. Dept. Head/Center Director (50%)	4.50	2.25	
	Total for Extension		4.50	0.45
4.	Administration			
5.	Others (10%)	10%		
	Attendance to Seminars & Workshops	4.63	4.63	0.46
	TOTAL			4.73

EQUIVALENT NUMERICAL RATING	4.73
Add: Additional Points, if any:	
TOTAL NUMERICAL RATING	4.73
ADJECTIVAL RATING	Outstanding


Prepared by:


RUFINA F. CAPUNO
Name of Faculty

Reviewed by:

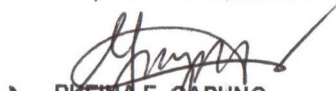

MOISES NEIL V. SERINO
Department Head

Approved:

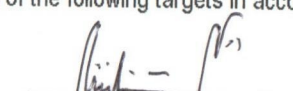

EDGARDO E. TULIN
President

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, RUFINA F. CAPUNO of the Department of Economics commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period JULY 1 - DECEMBER 31, 2016.


RUFINA F. CAPUNO
 Ratee

Approved:


MOISES NEIL V. SERINO
 Head of Unit

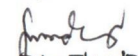
MFO & PAPs	Success Indicators	Tasks Assigned	Target	Actual Accomp.	Rating				Remarks
					Q1	E2	T3	A4	
Advanced Education Services	Fulltime Teaching Equivalent for Graduate	Teaching graduate courses							
Higher Education Services	Fulltime Teaching Equivalent Under graduate courses	Teaching Undergrad. courses	10.00	27.45	5	5	5	5	
	Number of Instructional Materials Revised and Utilized								
	Number of Student Research Advised/Member								
	* Approved thesis outline								
	* Approved manuscript								
	Number of student organization advised	DBGF							
							Average rating A & HES	5	
Research Services	Number of research proposal prepared and submitted	Research	1	1	5	5	5	5	
	Number of research project conducted		1	1	4.8	5	4.8	4.87	
	Seminars, workshops & trainings attended:								
	* International								
	* National		1	1	4.9	5	4.9	4.93	
	* Regional								
	* Local		1	1	4.6	4.8	4.6	4.67	
	Outputs presented in: * International								
	* National								
	* Regional								
							Ave. rating for Research	4.87	

Extension Services	Resource Person (Licensure Exam for Agriculturist Review)	Resource person							
	Number of Extension project conducted								
	Seminars/Workshops & trainings attended								
	* International								
	* National								
	* Regional								
	* Local		1	1	4.5	4.5	4.5	4.5	
							Ave. rating for Extension	4.5	
Other Services	Seminars/Forum/Conferences Attended	Participant							
	GAD Meetings	Participant							
	Department Based Guidance Facilitator	DOE	3	3	4.8	4.3	4.8	4.63	
							Ave. rating for Other	4.63	
Total Over-all Rating								19	

Average Rating (Total Over-all rating divided by 4)		4.75
Additional Points:		
Punctuality		
Approved Additional points (with copy of approval)		
FINAL RATING		4.75
ADJECTIVAL RATING		Outstanding


Comments & Recommendations for Development Purpose:

Received by:

FTL 
 QUITANDA
 PRPED


Date: _____

Calibrated by:


 REMBERTO A. PATINDOL
 PMT


Date: _____

Recommending Approval:


 BEATRIZ S. BELONIAS
 Vice-President

Date: _____

Approved by:


 EDGARDO E. TULIN
 President

Date: _____

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

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Rufina F. Capuno
Performance Rating: July - December 2016

Aim: Conduct research on gender issues

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

Date: November 16, 2016

Target Date: December 1, 2016

First Step:

Conduct research on gender issues and needs assessment of women group

Result:

Date: _____

Target Date: _____

Next Step:

Outcome:

Final Step/Recommendation:

Prepared by:


MOISES NEIL V. SERINO
Unit Head

cc: ODA-HRD