

Exhibit K

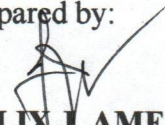
SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

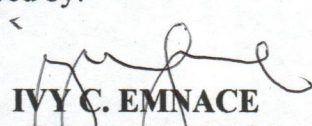
Name of Faculty Member: FELIX J. AMESTOSO

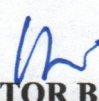
Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		4.33x50%= 2.17	
b. Students (50%)		4.70x 50% = 2.35	
Total for Instruction	75%	4.52	3.39
2. Research	15%	4.84	0.73
3. Extension	0%	0.00	0.00
4. Administration	10%	5.00	0.50
5. Production	0%	0.00	0.00
TOTAL			4.62

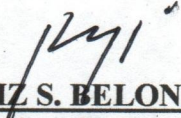
EQUIVALENT NUMERICAL RATING: 4.62
Add: Additional Points, if any: 0.00
TOTAL NUMERICAL RATING: 4.62

ADJECTIVAL RATING: OUTSTANDING

Prepared by:

FELIX J. AMESTOSO
Name of Faculty

Reviewed by:

IVY C. EMNACE
Department Head


Recommending Approval:

VICTOR B. ASIO
Dean, CAFS

Approved:

BEATRIZ S. BELONIAS
Vice President for Instruction

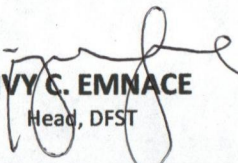
"Exhibit B"


INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **FELIX J. AMESTOSO**, faculty of the Department of Food Science and Technology commits to deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period **July – December 2019**


FELIX J. AMESTOSO
Ratee

Approved:


IVY C. EMNACE
Head, DFST


VICTOR B. ASIO
Dean, CAFS



MFO & PAPs	Success Indicators	Tasks Assigned	Target	Actual Accomplishment	Rating				Remarks
					Q ¹	E ²	T ³	A ⁴	
MFO1- Advanced Education Services	PI 1. Number of FTE coordinated and implemented	FTEC 257 Lec/lab	2	6.1	4	4	5	4.33	
MF02 – Higher Education Services	P1. 1. Number of FTE coordinated and implemented	FTec 171	0.1	0.2	4	4	5	4.33	
	P1.2. Number of instructional material revised/prepared		1	2	5	5	5	5.00	
	P1.3. Number of course outline/syllabus updated	Update course outline/syllabus	1	1	5	4	4	4.33	
	P1.4. Number of Students advised								
	On thesis/field practice/special problem	Advise undergraduate thesis students	1	2	4	4	4	4.00	
	On Consultation	Accommodated students for thesis/OJT/Research consultation	4	6	4	5	5	4.67	
	P1.5. Additional Outputs								
	Number of Examinations prepared	Prepared examinations for subjects taught	4	4	5	5	5	5.00	

Control No. 037

	Number of term exams checked	Checked term exams	4	4	5	5	5.00	
	Number of checked requirements	Checked individual/group requirements	18	18	5	5	5.00	
	Number of checked quizzes	Checked quizzes	150	155	5	5	5.00	
	Number of grade sheets submitted on prescribed period	Prepared Grade sheet for 1 st Semester 2019-2020	2	4	5	4	4.33	
MFO3 – Research Services	P1.1. Number of research projects conducted and/or completed on schedule	Conducted research project	1	1	5	4	5	4.67
	Number of research consultations	Accommodated researchers for consultations	2	2	5	5	5	5.00
MFO 6 – General Admin. & Support Services (GASS)	P6. 1. Percent complaints from clients served	Percent of complaints from the clients served	0% complaint	0%	5	5	5	5.00
	Attendance in Meetings	Attended university and department meetings	10	12	5	5	5	5.00
	Number of membership in committee	Acted as member in different committees	1	1	5	5	5	5.00
	Number of OIC-ship done	Acted as OIC of the department	1	1	5	5	5	5.00
Total Over-all Rating							75.66	

Average Rating (Total Over-all rating divided by 4)		4.45
Additional Points:		
Approved Additional points (with copy of approval)		
FINAL RATING		4.45
ADJECTIVAL RATING		VERY SATISFACTORY

Comments & Recommendations for Development Purpose:

Attend trainings and Workshops on Agricultural and Biosystems Engineering and Consortium on Food and Agro-Based Engineering And Technology

Evaluated & Rated by:

IVY A. EMNACE

Department Head

Date:

Recommending Approval:

VICTOR B. ASIO

Dean, CAFS

Date:

Approved by:

BEATRIZ S. BELONIAS

Vice President for Instruction

Date:

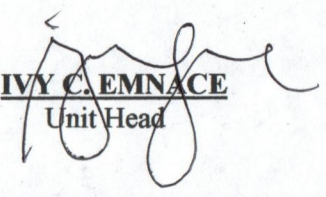
PERFORMANCE MONITORING FORMName of Employee: **FELIX J. AMESTOSO**

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	Teaches assigned subjects and performs other teaching related functions such as; prepares and revises teaching materials, prepares and gives examinations, checks test papers and returns to students one week after, submits grades sheets within prescribed period, makes herself available for students consultations during consultation hours, revises course syllabus, and approves manuscripts.	Very Satisfactory	July 2019	December 31, 2019	December 10, 2019	Very Impressive	Very Satisfactory	
2	Attends meetings and performs functions as member of different committees of the department	Outstanding	Continuing from Jan – Dec. 2019	July-Dec. weekly meetings	July – Dec. 2019 weekly meetings	Very Impressive	Outstanding	
3	Performs other functions	Very Satisfactory	July 2019	July-Dec. 2019 weekly meetings	July – Dec. 2019	Very Impressive	Outstanding	

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

**Outstanding, very satisfactory, unsatisfactory, poor

Prepared by:



IVY C. EMNACE
Unit Head

EMPLOYEE DEVELOPMENT PLAN

Name of Employee : Dr. Felix J. Amestoso
Performance Rating : VERY SATISFACTORY

Aim: To improve instruction capability of faculty member.

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

Date: July 2019

Target Date: September 2019

First Step:

Required Dr. Amestoso to update course syllabi of the courses assigned to him.

Result:

Drafted course syllabi on graduate courses

Date: October 2019

Target Date: December 2019

Next Step:

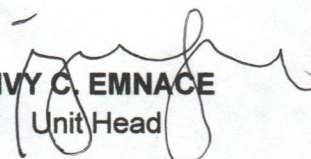
On the process of finalizing the graduate course syllabus in FTEC 257

Outcome:


Final Step/Recommendation:

Dr. Amestoso will update the rest of the syllabi assigned to him.

Prepared by:


IVY C. EMNACE
Unit Head

Conforme:


FELIX J. AMESTOSO
Ratee