

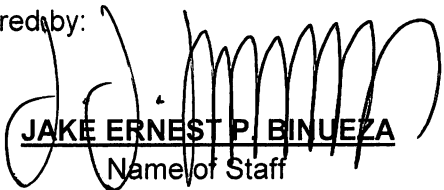
SUMMARY OF INDIVIDUAL RATINGS OF STAFF MEMBERS  
WITH MULTIPLE FUNCTIONS


Name of FacultyMember: JAKE ERNEST P. BINUEZA

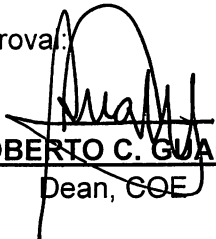
Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head/Dean (50%)	50%	4.67	2.34
b. Students (50%)	50%	5.00	2.50
TOTAL for Instruction			4.84
2. Research			
3. Extension			
4. Administration			
5. Production			
TOTAL			4.84

EQUIVALENT NUMERICAL RATING: 4.84  
Add: Additional Points, if any: \_\_\_\_\_  
TOTAL NUMERICAL RATING: 4.84

ADJECTIVAL RATING: Outstanding

Prepared by:   
JAKE ERNEST P. BINUEZA  
Name of Staff

Reviewed by:   
CELSO GUMAOD  
Head, DME

Recommending Approval:   
ROBERTO C. GUARTE  
Dean, COE

Approved by:   
BEATRIZ S. BELONIAS  
President

JAKE ERNEST P. BINUEZA

Rate of

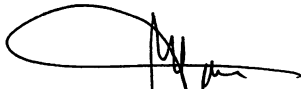
CELSO GUMAD

Head


MFO No.	MFO Description	Success/ Performance Indicator (PI)	Program/ Activities/ Projects	Tasks Assigned	Target	Actual Accomplishment	Rating				Remarks
							Q <sup>1</sup>	E <sup>2</sup>	T <sup>3</sup>	A <sup>4</sup>	
UMFO2.	Higher Education Services										
	MFO1. Curriculum Program Management Services										
	PI 1. Total Undergraduate FTE monitored	Instruction	Teach BSME subjects	25	35.65	5	5	5	5.00		
	PI 8. Number of students advised	Academic Adviser	BSME Students Academic Adviser	45	45	5	5	4	4.67		
	PI 9. Number of Student organizations Advised/Assisted	JPSME	Adviser	1	1	5	5	4	4.67		
	PI10. Number of instructional materials developed	Syllabus for courses taught	Preparation of OBE-based syllabus	4	4	5	5	4	4.67		
	MFO2. Student Management Services										
	PI 6. Additional outputs										
	Number of students advised on thesis/field practice/special problem	Advising and monitoring	Adviser of students enrolled in ME Project	4	4	4	5	5	4.67		
UMFO 3.	Research Services										
UMFO 4.	Extension Services										

UMFO 5.	Support to Organization									
	MFO 3. Faculty Evaluation Services									
	PI 4. Number of in-house seminars/ trainings/workshops/reviews conducted/attended	Attendance and participation to seminar/workshop	Attend as participants to seminar/workshop/training	1	0	4	4	4	4.00	
UMFO 6.	General Admin. & Support Services (GASS)									
	MFO 2. Frontline Services									
	PI 1. Efficient and customer-friendly frontline service	Consultation	Zero percent complaint from clients served	100%	100%	5	5	5	5.00	
						Total Points				
Total Over-all Rating						32.67				
Average Rating						4.67				
Adjectival Rating										


Evaluated & Rated by:

  
**CELSON GUMAOD**  
 Head  
 Date: \_\_\_\_\_

Recommending Approval:

  
**ROBERTO C. GUARTE**  
 Dean, College of Engineering  
 Date: \_\_\_\_\_

Approved:

  
**BEATRIZ S. BELONIAS**  
 Vice Pres. for Instruction  
 Date: \_\_\_\_\_

*Recommendation for Development Purposes:*

*Please propose research and extension  
services.*

### PERFORMANCE MONITORING FORM


Name of Employee: **Jake Ernest P. Binueza**

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	Teach BSME subjects	25	January 3, 2018	June 29, 2018	June 29, 2018	impressive	Very satisfactory	
2	BSME Students Academic Adviser	45	January 3, 2018	June 29, 2018	June 29, 2018	impressive	Very satisfactory	
3	JPSME Adviser	1	January 3, 2018	June 29, 2018	June 29, 2018	impressive	Very satisfactory	
4	Preparation of OBE-based syllabus	4	January 3, 2018	June 29, 2018	June 29, 2018	impressive	Very satisfactory	
5	Adviser of students enrolled in ME Project	4	January 3, 2018	June 29, 2018	June 29, 2018	impressive	Very satisfactory	
6	Attend as participants to seminar/workshop/training	1	January 3, 2018	June 29, 2018		Needs improvement	Satisfactory	

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

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

Prepared by:

  
**CELSO GUMAOD**  
 Head, DME

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Jake Ernest P. Binueza  
Performance Rating: Outstanding

Aim: To attend technical seminars conducted by accredited professional organizations in relation to continued professional development as mandated in RA 8495 & RA 10912 emphasizing the importance of its compliance and provisions to enhance competencies as Mechanical Engineers.

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

Date: January 2018 Target Date: October 2018

First Step:

The faculty member together with other faculties in the Department of Mechanical Engineering will be recommended by the College Personnel Committee to attend the 66<sup>th</sup> PSME National Convention (NATCON) to be held on October 17-20, 2018 at the SMX Convention Center, MOA Complex, Pasay City. The said recommendation will be addressed to the University President through the Vice-President for Instruction. The said National Conference will cover 15 CPD units which is very important for required 45 CPD units for the renewal of the PRC License. Along with technical seminars, is the 8<sup>th</sup> Philippine Machinery Exhibition (PHILMACH) which will showcase the equipment on the different mechanical engineering fields.

Result:

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

Next Step:

Outcome:

Final Step/Recommendation:

Prepared by: CELSON GUMAOD  
Unit Head

Conforme: JAKE ERNEST P. BINUEZA  
Name of Ratee Faculty/Staff