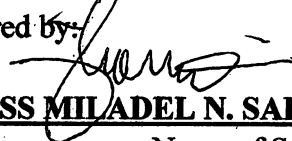


SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **JEDESS MILADEL N. SALOMON**
Position/Designation: **Instructor II, NARC**

| Program Involvement | Percentage Weight of Involvement | Numerical Rating (Rating x%) | Equivalent Numerical Rating |
|------------------------------|----------------------------------|------------------------------|-----------------------------|
| (1) | (2) | (3) | (2x3) |
| 1. Instruction | 25% | | |
| a. Head/Dean (50%) | | 5.0x100%= 5.0 | 1.250 |
| b. Students (50%) | | | |
| TOTAL for Instruction | | | 1.250 |
| 2. Research | | | |
| 3. Extension | 50% | 4.33 | 2.165 |
| 3. Others | 25% | 4.34 | 1.085 |
| TOTAL | 100% | | 4.500 |

EQUIVALENT NUMERICAL RATING: 4.500
Add: Additional Points, if any: _____
TOTAL NUMERICAL RATING: 4.500
ADJECTIVAL RATING: OUTSTANDING

Prepared by: 
JEDESS MILADEL N. SALOMON
Name of Staff

Reviewed by:


FELICIANO G. SINON
Director, NARC

Recommending Approved:


FELICIANO G. SINON
Director

Approved:


OTHELLO B. CAPUNO
Vice-President



INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **JEDESS MILADEL N. SALOMON**, Instructor III of the **National Abaca Research Center-Visayas State University** commit to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period **January 2018 to June 2018**.

JEDESS MILADEL N. SALOMON
Ratee

Approved:
CHRISTINA A. GABRILLO
Head of Unit, DDC

| MFO & Performance Indicators (PI) | Success Indicators | Task Assigned | Target | Actual Accomplishments | RATING | | | | Remarks |
|---|--|---|---------|------------------------|----------------|----------------|----------------|----------------|---------|
| | | | | | Q ¹ | E ² | T ³ | A ⁴ | |
| MFO1: Advanced and Higher Education Services | | Instruction: At least 25% of the total tasks | | | | | | | |
| PI1: Full-Time Equivalent (FTE) | Number of undergraduate thesis/case study students advised | Advises undergraduate thesis/case study students | 1 | 3 | 5 | 5 | 5 | 5 | |
| | Number of hours spent to student consultation | Renders student consultation | 1 hr/wk | 2 hrs/wk | 5 | 5 | 5 | 5 | |

| | | | | |
|--|---|--|-------------|--|
| Ave. Rating (Total Over-all rating) divided by 4) | | | - | Comments and Recommendation for Development Purpose: Great job, Jedess. Keep it up! |
| Additional Points: | | | | |
| Punctuality | - | | | |
| Approved Additional points (with copy of approval) | - | | | |
| FINAL RATING | | | 5.0 | |
| ADJECTIVAL RATING | | | OUTSTANDING | |

Evaluated and Rated by:

FELICIANO G. SYMON
Date: _____

Recommending Approved:

FELICIANO G. SYMON
Date: _____

Approved by:

ORELLANA B. ORELLANA
Vice President
Date: _____

VISAYAS STATE UNIVERSITY

Visca, Baybay City, Leyte, Philippines

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **JEDESS MILADEL N. SALOMON**, Instructor III of the **National Abaca Research Center-Visayas State University** commit to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period **January 2018 to June 2018**.

JEDESS MILADEL N. SALOMON

Ratee

Approved:

FELICIANO G. SINON

Head of Unit

| MFO & Performance Indicators (PI) | Success Indicators | Task Assigned | Target | Actual Accomplishments | RATING | | | | Remarks |
|---|---|---|--------------------------------|------------------------|----------------|----------------|----------------|----------------|---------|
| | | | | | Q ¹ | E ² | T ³ | A ⁴ | |
| MFO2: Research Services | | Research: At least 25% of the total tasks | | | | | | | |
| | Number of research proposal submitted for funding | - Develops research proposal for funding output to scientific for a/conferences | - 1 Research proposal per year | | | | | | |
| MFO3: Extension Services | | Extension: At least 50% of the total tasks | | | | | | | |
| PI1: Number of Trainings conducted | Number of person-days trained | - Trains <u>x</u> person for <u>y</u> days | 80 | 46 | 3 | 5 | 5 | 4.33 | |
| | Number of trainings facilitated | Facilitates the conduct of trainings | 2 | 1 | 3 | 4 | 4 | 3.67 | |
| | Number of extension programs/projects conducted/implemented | - Conducts/implements extension projects/components | 1 | 1 | 3 | 4 | 5 | 4.00 | |
| | Number of clients served/briefed | Briefs walk-in visitors | 200 | 397 | 5 | 5 | 4 | 4.67 | |
| Number of IEC materials produced | Number of IEC materials produced | Produces and disseminates IEC materials | 200 | 2,230 | 5 | 5 | 5 | 5.00 | 4.33 |
| Others (25%) | Number of exhibits manned | Mans exhibits | 1 | 1 | 3 | 4 | 4 | 3.67 | |
| | Number of field visits conducted | Conducts field visits | 3 | 11 | 5 | 5 | 5 | 5.00 | |
| | Number of meetings organized/attended | Organizes/attends meetings | 3 | 6 | 5 | 4 | 5 | 4.67 | |
| | Number of workshops conducted | Conducts workshops | 1 | 1 | 3 | 4 | 4 | 3.67 | |
| | Number of extension project proposals submitted | Develops extension proposal for funding | | 1 | 5 | 4 | 5 | 4.67 | 4.34 |
| Total Over-all Rating | | | | % | | | | | |

| | | | | | | | | | |
|---|--|--|--|-------------|---|--|--|--|--|
| Total Over-all Rating | | | | | | | | | |
| Average Rating (Total Over-all rating divided by 4) | | | | | Comments & Recommendations for Development Purposes: <i>Keep it up. You attended to the details of your work.</i> | | | | |
| Additional Points: | | | | | | | | | |
| Approved Additional points (with copy of approval) | | | | | | | | | |
| FINAL RATING | | | | 4.33 | | | | | |
| ADJECTIVAL RATING | | | | | VERY SATISFACTORY | | | | |

Evaluated and Rated by:

[Signature]
FELICIANO G. SINON
Director

Date: _____

Recommending Approval:

[Signature]
FELICIANO G. SINON
Director

Date: _____

Approved by:

[Signature]
OTHELLO B. CAPUNO
Vice-President

Date: _____

Salmon

Exhibit I

PERFORMANCE MONITORING

Name of Employee: **JEDESS MILADEL N. SALOMON**

| 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 |
|--|--|-----------------|---------------------|-----------------------------|--------------------------|--------------------|---------------------------------|--|
| MFO1: Advanced and Higher Education Services (FTE and Advising) : Instruction: At least 25% of the total tasks | | | | | | | | |
| 1 | No. of undergraduate thesis/case study students advised | 1 | Jan 1, 2018 | June 30, 2018 | 3 | Very Impressive | O | Great job. Jedess. Keep it up Keep it up. You attended to the detail/s of your work |
| 2 | No. of hours spent to student consultation | 1 | Jan 1, 2018 | June 30, 2018 | 2 hrs/wk | Very Impressive | O | |
| MFO2: Research and Extension Support Services (Research: At least 25% of total tasks) | | | | | | | | |
| 3 | No. of research proposal submitted for funding | 1 | 1 research per year | | - | | | |
| MO3: Extension: At least 50% of the total task | | | | | | | | |
| 4 | No. of person-days trained | 80 | As scheduled | | 46 | Impressive | VS | |
| 5 | No. of trainings facilitated | 2 | As scheduled | | 1 | Impressive | VS | |
| 6 | No. of extension programs/projects conducted/implemented | 1 | June 15, 2018 | June 30, 2018 | 1 | Impressive | VS | |
| 7 | No. of clients served/briefed | 200 | June 15, 2018 | June 30, 2018 | 397 | Very Impressive | O | |
| 8 | No. of IEC materials produced | 200 | As scheduled | | 2,230 | Very Impressive | O | |

| Others: At least 25% | | | | | | |
|----------------------|--|---|----------------------|----|-----------------|----|
| 9 | No. of exhibits manned | 1 | As scheduled | 1 | Impressive | VS |
| 10 | No. of field visits conducted | 3 | As scheduled | 11 | Very Impressive | O |
| 11 | No. of meetings organized/attended | 3 | As scheduled | 6 | Very Impressive | O |
| 12 | No. of workshops conducted | 1 | As scheduled | 1 | Impressive | VS |
| 13 | No. of extension project proposals submitted | | Submitted for review | 1 | Very Impressive | O |

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

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

Prepared by:

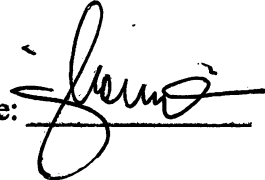

FELICIANO G. SINON
 Unit Head

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **JEDESS MILADEL N. SALOMON**

Performance Rating: **OUTSTANDING**

Signature: _____



Aim: To carry out research, extension, and instruction functions.

Proposed Interventions to Improve Performance:

Date: January 1, 2018

Target Date: June 30, 2018

First Step:

-
1. Develop and submit research proposal.
 2. Facilitate/organize trainings, workshops, etc.
 3. Update/Improve IMS.

Result:

- Research proposal submitted to VSU.
- I research project conducted.
- Trainings and workshops conducted

Date: July 1, 2018

Target Date: December 31, 2018

Next Step:

1. Present research results and extension accomplishments
2. Evaluate student outputs and compute grades.

Outcome: Hopefully,

1. Students with more knowledge
2. Research that can be published
3. Assisted Abaca stakeholders.

Final Step/Recommendation:

I need to undergo intense training in order to comply all my functions in research, extension and instructions.

Prepared by:


FELICIANO G. SINON
Unit Head