

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS  
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: HERNANDO L. MONDAL

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating Rating x % (3)	Equivalent Numerical Rating (2x3)
<b>1. Instruction</b>			
a. Head/Dean (50%)		$4.87 \times .50 = 2.44$	
b. Students (50%)		$4.00 \times .50 = 2$	
<b>Total for Instruction</b>	<b>60%</b>	<b>4.44</b>	<b>2.66</b>
<b>2. Research</b>			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)			
<b>Total for Research</b>	<b>0%</b>		
<b>3. Extension</b>			
a. Client/Dir. for Extension (50%)			
b. Dept Head/Center Director (50%)			
<b>Total for Extension</b>	<b>4%</b>		
<b>4. Administration</b>	<b>30%</b>	<b>5</b>	<b>1.5</b>
<b>5. Production</b>			
<b>TOTAL</b>			<b>4.16</b>

EQUIVALENT NUMERICAL RATING:

Add: Additional Points, if any:


TOTAL NUMERICAL RATING:

4.16


ADJECTIVAL RATING:

Very Satisfactory


Prepared by:

  
**HERNANDO L. MONDAL**  
Name of Faculty

Reviewed by:

  
**ANATOLIO N. POLINAR**  
Department Head

Recommending Approval:

  
**DENNIS P. PEQUE**  
Dean

Approved:

  
**BEATRIZ S. BELONIAS**  
Vice President

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, Hernando L. Mondal, a faculty member of the DEPARTMENT OF FORESTRY commit to the deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period from July to December, 2021.

Approved:

HERNANDO L. MONDAL

Assistant Professor III

Date: 1/11/22

ANATOLIO N. POLINAR

Department Head

Date: 1/20/2022

DENNIS P. PEQUE

College Dean

Date: 1/20/2022

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Program/ Activities / Projects	Tasks Assigned	Target	Actual Accomplishment	Rating				REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
							Quality	Efficiency	Timeliness	Average	
UMFO 1. ADVANCED EDUCATION SERVICES				Non member of graduate faculty							
OVPI MFO 2. Graduate Student Management Services											
	PI 4: Total FTE coordinated, implemented & monitored *	A1. Actual Faculty's FTE		Handles subjects/courses assigned							
	PI 8: Number of graduate students advised *	A2. Number of students advised		Acts as academic adviser to graduate students							
		A3. Number of students advised on thesis/special problem/dissertation									
		As GAC Chairman		Advises and corrects research outline and thesis/SP/dissertation manuscript							
		AS GAC Member		Advises and corrects research outline and thesis/SP/dissertation manuscript							
		A4. Number of students entertained for consultation purposes		Entertains students seeking consultation with faculty							
	PI 9: Number of instructional materials developed *	A5. Number of on-line ready coursewares developed and submitted for review		Converts the existing instructional materials into flexible learning systems							



		On-line ready courseware		Prepares Instructional module/laboratory guide/workbook or a combination thereof							
		Supplemental learning resources		Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught							
		Assessment tools		Prepares assessment tools such as long exam, quizzes, problems sets, etc.							
		A 6 : Number of on-line course ware reviewed by TRP & edited by MMDC editor		Submits the course ware duly reviewed by TRP for editing by MMDC editor							
		A 7 : Number of virtual classroom created and operational		Creates virtual classroom using either Moddle or Google Classroom							
	<u>PI 10 . Additional outputs:</u>	<u>A 8 . Other outputs implementing the new normal due to covid 19</u>		<u>Designs experiential learning activities and other outputs to implement new normal</u>							
<b>UMFO 2. HIGHER EDUCATION SERVICES</b>											
<b>OVPI UMFO 3. Higher Education Management Services</b>											
	<u>PI 5:</u> Total FTE, coordinated, implemented and monitored *	<u>A9.</u> Actual Faculty's FTE		<i>Handles and teaches courses assigned</i>	10	21.91 (219.1%)	5	5	5	5	FMgt 121 lab & Lec, Fsci 131 lab & lec, Fory 200A.1 and Fory 200a.3
		<u>A10.</u> Number of grade sheets submitted within prescribed period	Preparation	Prepares gradesheet and submits on or before deadline	2	7 (350%)	5	5	4.5	4.83	FMgt 121(2 section), Fsci 131 (2 section), Fory 200a.3, Fory 200A.1, Fory 200.2
		<u>A 11 .</u> Number of INC forms with grade submitted within prescribed period		Facilitates students in their completion of the subject and submits completion forms with grade within prescribed period		4 (400%)	5	5	4.5	4.83	Gecomo Fsci 131, Anover FMgt 123 & FMgt 126, Lorejas FMgt 123
		<u>A12.</u> Number of trainings attended related to instruction	Trainings attended	Attend mandated trainings							
		<u>A13.</u> Number of long examinations administered and checked	exam prep	Administers and checks long examination for subjects taught	3	4 (133.3%)	5	5	4.5	4.83	Fsci 131 Final & Midterm, FMgt 121 Final & Midterm

		<b>A14.</b> Number of quizzes administered and checked		Prepares and checks quizzes for lec and lab	5	5 (100%)	5	5	4.5	4.83	Fsci 131 Module 5-7, FMgt 121 Module 3-4
		<b>A15.</b> Number of lab reports and term papers checked and graded		Checks lab reports and term papers submitted as required	5	10 (200%)	5	5	4.5	4.83	Fsci 131 lab and FMgt 121
	<b>PI 8:</b> Number of students advised: *	<b>A16.</b> Number of students advised:		Acts as academic adviser to students	3	7 (233.33%)	5	5	5	5	Item, Lagahit, Lariba, Lomocso, Macuto, Maglacion & Magtuba
		<b>A17.</b> Number of students advised on thesis/ field practice/special problem:									
		As SRC Chairman	Advising/correction	Advises, and corrects research outline and thesis/SP manuscript	1	3 (300%)	5	5	4.5	4.83	Betita, De Paz, and Decena
		As SRC Member	Advising/correction	Advises and corrects research outline and thesis/SP manuscript	0						
		<b>A18.</b> Number of students entertained for consultation purposes		Entertains students consulting on subject taught, thesis and grades	1	8 (800%)	5	5	5	5	Betita, De Paz, Decena, Sastre, Plaza, Abergida, Zurita, and Morales
	<b>PI 9:</b> Number of student organizations advised/ assisted *	<b>A19.</b> Number of Student organizations advised		Advises student organizations recognized by USOO	0						
		<b>A20.</b> Number of Student organizations assisted on student related activities		Assists student organizations in implementing student related activities	0						
	<b>PI 10:</b> Number of instructional materials developed *	<b>A 21 :</b> Number of on-line course ware developed and submitted :		Prepares and submits for review by the Technical Review Panel							
		On-line ready courseware		Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	4 (400%)	5	5	4.5	4.83	FMgt 121 lec & lab, Fsci 131 lec & lab
		Supplemental learning resources		Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	4	9 (225%)	5	5	4.5	4.83	Fsci 131 and FMgt 121 in VSU format



		Assessment tools		Prepares assessment tools such as long exam, quizzes, problems sets, etc.	3	4 (133.33%)	5	4.5	4.5	4.67	VSU E-learning Exam Fsci 131 & FMgt 121
		A 23 : Number of on-line course were reviewed by TRP & edited by MMDC editor		Submits the course were duly reviewed by TRP for editing by MMDC editor	1	0 (0%)					Still editing
		A 24 : Number of virtual classroom created and operational		Creates virtual classroom using either Moddle or Google Classroom	1	2 (200%)	5	5	5	5	Fsci 131 and FMgt 121
	PI 11. Additional outputs	A 25. Number of Additional outputs accomplished:									
		Program accreditation/evaluation		Prepares documents and /or program profile and other materials required during program/institutional accreditation and/or evaluation	0						
		Agency/firm/Industry linkages		Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU	0						
		A 26. Other outputs implementing the new normal due to covid 19		Designs experiential learning activities and other outputs to implement new normal	0						
<b>UMFO 3 . RESEARCH SERVICES</b>											
	PI 1. Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	A27. Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *		Conducts research for possible utilization by industry or other beneficiaries	0						
	PI 2. Number of research outputs completed within the year *	A 28. Number of research outputs completed within the year *		Conducts and completes research or poject within the year	0						
	PI 3. Percentage of research outputs published in internationally-referred or CHED recognized journal within the year *	A 29. Percentage of research outputs published in internationally-refereed or CHED recognized journal within the year		Writes publishable materials out of research outputs and submits for publication							
		In refereed int'l journals			0						
		In refereed nat'l/regional journals			0						

63.31  
13

	<b>PI 4.</b> Number of research outputs presented in regional/national/ int'l fora/conferences	<b>A 30.</b> Number of research outputs presented in regional/national/ int'l fora/conferences *		Prepares, submits and presents research paper in scientific for a/conferences	0						
		<i>In int'l fora/conferences</i>			0						
		<i>In nat'l/regional fora/conferences</i>			0						
	<b>PI 5.</b> Percent of research proposals approved *	<b>A 31.</b> Percentage of of research proposals prepared, submitted and approved		Prepares research proposals, submits and follows up its approval for immediate implementation	0						
	<b>PI 6.</b> Additional outputs*	<b>A 32.</b> No. of research-related awards (research conducted by faculty or student w/									
		<b>A 33.</b> Number of journal articles/scientific paper received and reviewed as peer-reviewer		Acts as peer reviewer of journal articles/scientific papers, reviews the paper received and returns duly reviewed paper	0						
		<b>A 34.</b> Number of UMs submitted to ITSO, VSU	UM preparation	Prepares and submits application for UM of technology generated out of research output	0						
		<b>A 35.</b> Other outputs implementing the new normal due to covid 19		Designs research related activities and other outputs to implement new normal	0						
<b>UMFO 4. EXTENSION SERVICES</b>											
	<b>PI 1.</b> Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities	<b>A 36.</b> Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders facilitated and maintained		Identifies and links with probable partners for extension activities and maintains this active partnership	0						
	<b>PI 2.</b> Number of trainees weighted by the length of training	<b>A 37.</b> Number of trainees weighted by the length of training		Conducts trainings among beneficiaries of technologies for transfer	0						
	<b>PI 3.</b> Number of extension programs organized and supported consistent with the SUC's mandated and priority programs	<b>A 38.</b> Number of extension programs/projects implemented		Implements duly approved extension projects	0						



	<b>PI 4.</b> Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	<b>A 39.</b> Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance		Provides quality and relevant training courses and advisory services	0						
	<b>PI 5.</b> Number of technical/expert services	<b>A 40.</b> Number of technical/expert services as/in:		Provides the technical and expert services requested by beneficiaries							
	Research Mentoring	Research Mentor			0						
	Peer reviewers/Panelists	Peer reviewers/Panelists			0						
	Resource Persons	Resource Persons			0						
	Convenor/Organizer	Convenor/Organizer			0						
	Consultancy	Consultant			0						
	Evaluator	Evaluator			0						
	<b>PI 8.</b> Percent of extension proposals approved *	<b>A 41.</b> Percent of extension proposals approved *		Prepares extension project proposals, submits and follow up its approval for immediate implementation	0						
	<b>PI 11.</b> Additional outputs *	<b>A 42.</b> No. of extension-related awards (extrn. conducted by faculty or student & faculty) *			0						
		<b>A 43.</b> Other outputs implementing the new normal due to covid 19		Designs extension related activities and other outputs to implement new normal	0						
<b>UMFO 5. SUPPORT TO OPERATIONS</b>											
	<b>OVPI MFO 4. Program and Institutional Accreditation Services</b>										
	<b>PI 8.</b> Compliance to all requirements thru the established/adequate implementation, maintenance and improvement of the QMS of the core processes of the College/department under ISO 9001:2015*	<b>A 44.</b> Compliance to all requirements of the QMS core processes of the university under ISO 9001:2015*		Ensures that all the QMS core processes of the university are complied with in the performance of his/her functions as faculty member	0						

		<b>A 45.</b> Compliance to all requirements of the program and institutional accreditations:	Minutes Preparation	Prepares required documents and complies all requirements as prescribed in the accreditation tools	0						
		On program accreditations	Pilot Plant Manager		0						
		On institutional accreditations	SSF Rootcrop facility		0						
<b>UMFO 6. General Admin. &amp; Support Services</b>											
	<b>PI 2.</b> Zero percent complaint from clients served	<b>A 46.</b> Customerly friendly frontline services		Provides customer friendly frontline services to clients	0						
	<b>PI 3:</b> Additional Outputs	<b>A 47.</b> Number of /new initiatives introduced resulting to best practice replicated/benchmarked by other depts/agencies *		Initiates/introduces improvements in performing functions resulting to best practice	0						
		<b>A 48.</b> Other outputs implementing the new normal due to covid 19		Designs administration/management related activities and other outputs to implement new normal	0						
		Attend meeting		CFES, Faculty and Committee meeting	4	7 (175%)	5	5	5	5	DFS and CFES meeting
		Number of documents drafted		Minutes	2	7 (350%)	5	5	5	5	DFS and CFES meeting
	<b>Total Over-all Rating</b>			79.31							Submit to NMDC for
	<b>Average Rating</b>			4.89							editing the online course
	<b>Adjectival Rating</b>			Outstanding							made for the subjects taught in the previous subjects

Evaluated & Rated by:

**ANATOLIO N. POLINAR**

Department Head

Date: 1/20/2022

Recommending Approval

**DENNIS P. PEQUE**

Dean, CFES

Date: 1/20/2022

Approved by:

**BEATRIZ S. BELONIAS**

Vice President for Instruction

Date: 1/26/22



## PERFORMANCE MONITORING FORM

Name of Employee: HERNANDO L. MONDAL

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 himself available for students consultations during consultation hours, revises course syllabus, and approves manuscripts.	Very Impressive	July 1, 2021	December 2021	December 31, 2021	Very Impressive	Outstanding	Submitted grades on time. Entertains the concerns of all advisees and other BSF students during enrollment as being the Focal Person of VSU Online Enrollment Taskforce in the department.
2	Attends trainings, seminars and workshops.	Very Impressive	July 1, 2021	December 2021	December 31, 2021	Impressive	Very Satisfactory	Attended trainings as DFS Enrollment Focal Person and Department based Guidance Facilitator.

3	Attends meetings and workshops as per instructed by immediate Head.	Very Impressive	July 1, 2021	December 2021	December 31, 2021	Very Impressive	Outstanding	Attentively attends meetings
4	Performs other functions such as; DFS Secretary and Chairmanship and/or member of committees in the department.	Very Impressive	July 1, 2021	December 2021	December 31, 2021	Impressive	Outstanding	Able to multitask and maintain productivity

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

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

Prepared by:

  
**ANATOLIO N. POLINAR**  
 Unit Head



## EMPLOYEE DEVELOPMENT PLAN

Name of Employee : Dr. Hernando L. Mondal  
Performance Rating : 4.16 (Very Satisfactory) July – December 2021

Aim: To improve research and extension capability of faculty member

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

Date: July 2021

Target Date: September 2021

First Step:

Required Dr. Mondal to conduct research on insect diversity assessment and natural resources management..

Result:

Actively conducted research on insect diversity assessment in selected sites in Leyte; and Mt. Pangasugan.

Date: October 2021

Target Date: December 2021

Next Step:

Collect sufficient research data, analyze data collected, and write scientific articles for publication.


Outcome:

Dr. Mondal scientific articles for review and possible publication.


Final Step/Recommendation:

Dr. Mondal may share and/or disseminate relevant output or findings of his research to farmers and other possible stakeholders.

Prepared by:

  
**ANATOLIO N. POLINAR**  
Unit Head

Conforme:

  
**HERNANDO L. MONDAL**  
Ratee