

**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS  
WITH MULTIPLE FUNCTIONS**

Name of Faculty Member: Engr. Florentino F. Morales, Jr.

Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head/Dean (50%)		2.47	
b. Students (50%)		2.25	
TOTAL for Instruction	90%	4.72	4.25
2. Research	0%	0.00	0.00
3. Extension	0%	0.00	0.00
4. Administration & Support to Operation	10%	5.00	0.50
5. Production	0%	0.00	0.00
TOTAL			4.75

\*Instructor I - July 1, 2022 to December 31, 2022

EQUIVALENT NUMERICAL RATING: 4.75

Add: Additional Points, if any:


TOTAL NUMERICAL RATING: 4.75

ADJECTIVAL RATING: Outstanding

Prepared by:

  
FLORENTINO F. MORALES, JR.  
Associate Professor II


Reviewed by:

  
MARTIN JAN E. MERCURIO  
Head, DGE

Recommending Approval:

  
JANNET C. BENCURE  
Dean, CET

Approved:

  
BEATRIZ S. BELONIAS  
Vice President for Academic Affairs



**VISAYAS**  
STATE UNIVERSITY



**DEPARTMENT OF GEODETIC  
ENGINEERING**

Visca, Baybay City, Leyte, PHILIPPINES  
Telephone: (053) 565-0600 local 1027  
Email: [dge@vsu.edu.ph](mailto:dge@vsu.edu.ph)  
Website: [www.vsu.edu.ph](http://www.vsu.edu.ph)

"Exhibit B"

**INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)**

I, **FLORENTINO F. MORALES, JR.**, a faculty member of the DEPARTMENT OF GEODETIC ENGINEERING, commit to deliver and agree to be rated on the attainment of the following targets with accomplishments in accordance with the indicated measures for the period **July 1, 2022-December 31, 2022**.

**FLORENTINO F. MORALES, JR.**

Associate Professor II

Date: *12 January 2023*

Approved:

**MARTIN JAN E. MERCURIO**

Department Head

Date: *12 January 2023*

**JANNET C. BENCURE**

College Dean

Date: *13 January 2023*

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	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										
OVPI MFO 2. Graduate Student Management Services										
	PI 4: Total FTE coordinated, implemented & monitored*	A1. Actual Faculty's FTE	Handles subjects/courses assigned		0.25	5	5	4	4.67	LAMP 225-Land Economics and Valuation
	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								

		<i>As GAC Chairman</i>	<i>Advises and corrects research outline and thesis/SP/dissertation manuscript</i>							
		<i>AS GAC Member</i>	<i>Advises and corrects research outline and thesis/SP/dissertation manuscript</i>							
		<b>A4.</b> <i>Number of students entertained for consultation purposes</i>	<i>Entertains students seeking consultation with faculty</i>		1.00	5	5	5	5.00	LAMP-225, Nabong, KL
	<b>PI 9:</b> <i>Number of instructional materials developed *</i>	<b>A5.</b> <i>Number of on-line ready coursewares developed and submitted for review</i>	<i>Converts the existing instructional materials into flexible learning systems</i>							
<i>On-line ready courseware</i>			<i>Prepares Instructional module/laboratory guide/workbook or a combination thereof</i>							
<i>Supplemental learning resources</i>			<i>Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught</i>		4.00	5	5	5	5.00	LAMP 225-Land Economics and Valuation
<i>Assessment tools</i>			<i>Prepares assessment tools such as long exam, quizzes, problems sets, etc.</i>		8.00	5	5	5	5.00	Quizzes (3), Assignnments (2), Long Exam (2), Term Exam (1)
<i>A 6 : Number of on-line course ware reviewed by TRP &amp; edited by MMDC editor</i>			<i>Submits the course ware duly reviewed by TRP for editing by MMDC editor</i>							



		<i>A 7 : Number of virtual classroom created and operational</i>	<i>Creates virtual classroom using either Moddle or Google Classroom</i>		1.00	5	5	5	5.00	LAMP 225-Land Economics and Valuation
	<i>PI 10 . Additional outputs:</i>	<i>A 8. Other outputs implementing the new normal due to covid 19</i>	<i>Designs experiential learning activities and other outputs to implement new normal</i>							
<b>UMFO 2. HIGHER EDUCATION SERVICES</b>										
<b>OVPI UMFO 3. Higher Education Management Services</b>										
	<b>PI 5:</b> Total FTE, coordinated, implemented and monitored *	<b>A9.</b> Actual Faculty's FTE	<i>Handles and teaches courses assigned</i>	70	20.50	5	5	5	5.00	Jan-June = 18.75 July-December = 20.50 GEng 143n Lec and Lab, GEng 198, GEng 199, GEng 111 Lec and Lab
		<b>A10.</b> Number of grade sheets submitted within prescribed period	<i>Prepares gradesheet and submits on or before deadline</i>	10	5.00	5	5	5	5.00	Jan.-June = 7 July-Dec = 5 GEng 143n, GEng 199, GEng 198, GEng 111, LAMP 225
		<b>A 11 .</b> Number of INC forms with grade submitted within prescribed period	<i>Facilitates students in their completion of the subject and submits completion forms with grade within prescribed period</i>	15	15.00	5	5	5	5.00	Jan.-June = 24 (ESci 121n) July-Dec (GEng 124n-Linihan, Buscagan, Handayan, Flores, Bulabos, Cubrado, Esdrelon, Javier, Lumacad, Montalban, Muja, Vertulfo, Vicente, Godes, Herbolingo)
		<b>A12 .</b> Number of trainings attended related to instruction	<i>Attend mandated trainings</i>	2						Jan-June = 3 (University On-Boarding, CET TOS preparation workshop, DGE VSUEE and OBS Workshop)

		<b>A13</b> . Number of long examinations administered and checked	Administers and checks long examination for subjects taught	15	10.00	5	5	5	5.00	Jan-June = 14 July-Dec = 10 (GEng 143n (2), GEng 111 (2), GEng 198 (2), GEng 199 (2), GEng 111 (2))
		<b>A14</b> . Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	20	14.00	5	5	4	4.67	Jan-June= 11 July-Dec = GEng 143n (4), GEng 111 (4), GEng 198 (2), GEng 199 (2), GEng 111 (2)
		<b>A15</b> . Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	10	186.00	5	5	4	4.67	GEng 111-120, GEng 143-66
	<b>PI 8:</b> Number of students advised: *	<b>A16</b> . Number of students advised:	Acts as academic adviser to students	38	51.00	5	5	5	5.00	2nd Year, 3rd Year and 4th Year Students
		<b>A17</b> . Number of students advised on thesis/ field practice/special problem:		8	5.00	5	5	5	5.00	GEng 200-Napoles E, GEng 200a OJT-Gayrama, Bajao, Jumawan, Espinedo
		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript		4.00	5	5	4	4.67	OJT Manuscript-Gayrama, Bajao, Jumawan, Espinedo
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript	3						
		<b>A18</b> . Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	38	15.00	5	5	5	5.00	Jan-June = 30 July-Dec = GEng 198 Students, GEng 200 Students, GEng 199 Students

	<b>PI 9:</b> Number of student organizations advised/ assisted *	<b>A19.</b> Number of Student organizations advised	Advises student organizations recognized by USOO							
		<b>A20.</b> Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities							
	<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	3	2.00	5	5	5	5.00	Jan-June =3 July-Dec = GEng 199, GEng 198
		Flexible instructional materials		3	4.00	5	5	5	5.00	Jan-June = 3 July-Dec =GEng 111, GEng 198, GEng 199, GEng 143n
		Supplemental learning resou	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught		10.00	5	5	5	5.00	Jan-June = 10 July-Dec = GEng 111, GEng 199, GEng 143n, GEng 198, LAMP 225
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	10	24.00	5	5	5	5.00	Jan-June = 29 July-Dec = GEng 111, GEng 143n, GEng 198, GEng 199, LAMP 225
		<b>A 23 :</b> 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							



		<b>A 24 :</b> Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom	2	5.00	5	5	5	5.00	Jan-June= 4 July-Dec =GEng 111, GEng 143n, GEng 198, GEng 199, LAMP 225
	<b>PI 11.</b> Additional outputs	<b>A 25.</b> 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	2	2.00	5	5	5	5.00	Jan-June = 2 DGE (Extension Needs-Assesment Survey with Report, DGE Extension Activities Monitoring Survey with Report) July-Dec = (Narrative Profile for Faculty-BSGE Level III AACCUP and PowerPoint Presentation)
		Agency/firm/Industry linkages	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU							
		<b>A 26.</b> Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal							
<b>UMFO 3 . RESEARCH SERVICES</b>										
	<b>PI 1.</b> Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	<b>A27.</b> 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							

	<b>PI 2.</b> Number of research outputs completed within the year *	<b>A 28.</b> Number of research outputs completed within the year *	Conducts and completes research or project within the year							
	<b>PI 3.</b> Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%) *	<b>A 29.</b> 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							
		<i>In refereed int'l journals</i>		1						
		<i>In refereed nat'l/regional journals</i>		1						
	<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 fora/conferences							
		<i>In int'l fora/conferences</i>								
		<i>In nat'l/regional fora/conferences</i>								
	<b>PI 5.</b> Percent of research proposals approved *	<b>A 31.</b> Percentage of research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up its approval for immediate implementation							
	<b>PI 6.</b> Additional outputs*	<b>A 32.</b> No. of research-related awards (research conducted by faculty or student w/ faculty)								
		<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							



		<b>A 34.</b> Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output							
		<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							
<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							Jan-June = 1 (LGU Baybay)
	<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							
	<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	Implementes duly approved extension projects							

	<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							
	<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							Jan-June = 6 (rgy. Ambacan, Bunga, Mailhi, Can-ipa, Pangasugan, Kantagnos-Drone Survey and Mapping Through Baybay LGU)
	Research Mentoring	Research Mentor		1						
	Peer reviewers/Panelists	Peer reviewers/Panelists								
	Resource Persons	Resource Persons		1						
	Convenor/Organizer	Convenor/Organizer								
	Consultancy	Consultant		1						
	Evaluator	Evaluator								
	<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							
	<b>PI 11.</b> Additional outputs *	<b>A 42.</b> No. of extension-related awards (extrn. conducted by faculty or student & faculty) *								
		<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							

UMFO 5. SUPPORT TO OPERATIONS										
	OVPI MFO 4. Program and Institutional Accreditation Services									
	PI 8. Compliance to all requirements thru the established/adequate implementation, maintenance and improvement of the QMS of the core processes of the College/department	A 44. Compliance to all requirements of theQMS 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		Zero Non-conformity	5	5	5	5.00	Second ISO Surveillance Audit
		A 45. Compliance to all requirements of the program and institutional accreditations:	Prepares required documents and complies all requirements as prescribed in the accreditation tools		100% Compliance	5	5	5	5.00	BSGE Level III AACUP Accreditation-Area III-Faculty Development
		On program accreditations			3.00	5	5	5	5.00	DGE Extension Needs-Assestment Survey with Report, DGE Extension Activities Monitoring Survey with Report, Compliance Report Matrix-Area VI
		On institutional accreditations			2.00	5	5	5	5.00	Evaluation Survey on the Faculty and Staff Satisfaction of Purchased Instruments, Faculty Portfolio in Relation to Research
		Number of Committee Meetings Conducted								
		Number of Regular Meetings Conducted								
UMFO 6. General Admin. & Support Services (GASS)										




	<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	Zero % complaint	5	5	5	5.00	No complaint
	<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		1.00	5	5	5	5.00	Online Review Process of TOS and Syllabi with Tracker
		<b>A 48.</b> Other outputs implementing the new normal due to covid 19	Designs administration/manag ement related activities and other outputs to implement new normal							
	<b>Total Over-all Rating</b>								133.67	
	<b>Average Rating</b>								4.95	
	<b>Adjectival Rating</b>								0	

<b>Average Rating (Total Over-all rating divided by 4)</b>			<b>4.95</b>
<b>Additional Points:</b>			
<b>Approved Additional points (with copy of</b>			
<b>FINAL RATING</b>			<b>4.95</b>
<b>ADJECTIVAL RATING</b>			<b>OUTSTANDING</b>

**Comments and Recommendations for Development Purposes:**

*To conduct and involved in research.*


Evaluated & Rated by:

  
**MARTIN JAN E. MERCURIO**  
 Head, DGE  
 Date: *12 January 2023*

Recommending Approval

  
**JANNET C. BENCURE**  
 Dean, CET  
 Date: *13 January 2023*

Approved by:

  
**BEATRIZ S. BELONIAS**  
 VP Academic Affairs  
 Date: *17 January 2023*

1 - Quality

2 - Efficiency

3 - Timeliness

4 - Average

## Exhibit I

## PERFORMANCE MONITORING FORM

Name of Employee: **Engr. Florentino F. Morales, Jr.**

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 professional/basic courses/subjects (GEng 111, GEng 143n, GEng 198, GEng 199 LAMP225)	Assessment and students' grades per course taught	September 2022	January 2023	Midterm topics were accomplished in November 2022	impressive	Outstanding	Midterm topics were accomplished on November 2022
2	Assist students through advising and consultation	Improved student performance	July 2022	December 2022	December 2022	impressive	Outstanding	Advised students, and advisees, regarding their research study and academic performance
3	Develop/revise the syllabus and instructional materials	OBE Syllabus approved by the Dept. Review Committee and verified by the Dean and IMD Head	August 2022	2 <sup>nd</sup> week of September 2022	2 <sup>nd</sup> week of September 2022	impressive	Outstanding	The OBE syllabus was used and discussed on the first day of the class
		TOS approved by the Dept. Review Committee and verified by the	November 2022	2 <sup>nd</sup> week of November 2022	2 <sup>nd</sup> week of November 2022	impressive	Outstanding	The TOS of GEng 111, GEng 143n, GEng 198, GEng 199, and LAMP225 for the midterm was

		Dean and IMD Head						approved before the midterm exam
4	Assess students and submit grades to measure students' performance	Assessment and Grades submitted to the registrar (midterm grade)	September 2022	December 2022	December 2022	impressive	Outstanding	Conducted assessments such as term and long exams, quizzes, and practical exams for midterm
5	Participate in all activities conducted by the department, college, and the university	Attendance at the BSGE Orientation and Acquaintance Party Attendance at the 1 <sup>st</sup> Annual GIS Month 2022 Celebration  Attendance at CET College-Wide Faculty and Staff Sportsfest 2022  Attendance at University-wide Christmas Party  Attendance at University-wide Intramural	July-December 2022	December 2022	December 2022	impressive	Outstanding	Participated in all activities conducted by the department, college, and the university



6	Perform other functions assigned by the head, dean, and the university	DGE Personnel Committee  DGE Curriculum Committee  BOR Regent	July-December 2022	December 2022	December 2022	impressive	Outstanding	Attended APB, Scholarship, and BOR Meetings, approves and execute as BOR Regent and Members of the committee
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\* Either very impressive, impressive, needs improvement, poor, very poor

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

Prepared by:



**MARTIN JAN E. MERCURIO**  
Head