

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

Name of Faculty Member: **Codog, Joy C.**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2x3)
Instruction			
Head/Dean (50%)		$4.84 \times 50\% = 2.42$	
Students (50%)		$4.00 \times 50\% = 2.00$	
TOTAL for Instruction	25%	$4.42 \times 0.25 =$	1.11
Research	50%	$4.60 \times 0.50 =$	2.30
Extension	25%	$4.5 \times 0.25 =$	1.13
TOTAL			<b>4.54</b>

EQUIVALENT NUMERICAL RATING: **4.54**

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: **4.54**

ADJECTIVAL RATING:

**Very Satisfactory**

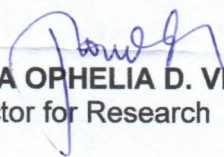
Prepared by:

  
**PRECILA C. BELMONTE**  
Temp. Administrative Officer

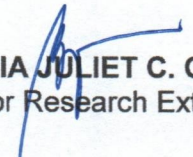
Reviewed by:

   
**MARLON M. TAMBIS/EDGARDO E. TULIN**  
Assistant Director/Director

Recommending Approval:

  
**ROSA OPHELIA D. VELARDE**  
Director for Research

Approved:

  
**MARIA JULIET C. CENIZA**  
VP for Research Extension & Innovation

## INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, JOY C. CODOG, of PhilRootcrops commits to deliver and agree to be rated on the attainment of the following accomplishment in accordance with the indicated measures for the period January to June, 2022.

JOY C. CODOG  
Ratee

Approved:

**MARLON M. TAMBIS**  
Assistant Director

  
**EDGARDO E. TULIN**  
Director

MFO & PAPs	Success/Performance Indicators	Tasks Assigned	Target	Actual Accomplishment	Rating				Remarks
					Q 1	E <sup>2</sup>	T <sup>3</sup>	A <sup>4</sup>	
<b>Higher Education Services</b>									
Total FTE coordinated, implemented and monitored	Actual faculty's FTE	Handles and teaches courses assigned ( <i>Affiliate staff of the Dept. of Horticulture</i> )	5	9.15	5	5	5	5	2 Undergraduate Laboratory subject (Hort 22 and Hort122)
	Number of student research and field practice advising and OJT	Advises and corrects research outline and thesis manuscript	1	1	5	4	5	4.67	
	Number of hours spent on student consultation	Entertains students consulting on subject taught, thesis and grades	<4hrs per week	>8hrs per week	5	5	5	5	
Number of students advised	Number of students advised As SRC Chairman As SRC Member	Advises and corrects research outline and thesis manuscript	2	5	5	5	4	4.67	
<b>Research Services</b>									





Average Rating (Total Over-all rating divided by 4)		
Additional Points:		
Punctuality		
Approved Additional points (with copy of approval)		
FINAL RATING		4.64
ADJECTIVAL RATING		Outstanding

**Comments & Recommendations for Development Purpose:**

- To pursue graduate studies.
- To attend capability build up trainings in relation to the conduct of research.
- To prepare research proposals for funding.


Evaluated & Rated by:


Recommending Approval:

Approved by:

  
**EDGARDO E. TULIN**  
 Director

  
**MARLON M. TAMBIS**  
 Assistant Director

  
**ROSA OPHELIA D. VELARDE**  
 Director for Research

  
**MARIA JULIET C. CENIZA**  
 VP for Research, Extension and Innovation

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

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

Date: 8/23/22

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

1 – Quality 2 – Efficiency 3 – Timeliness 4 – Average



PERFORMANCE MONITORING & COACHING JOURNAL

X	1 <sup>st</sup>	Q U A R T E R
X	2 <sup>nd</sup>	
	3 <sup>rd</sup>	
	4 <sup>th</sup>	

Name of Office: **PhilRootcrops**

Head of Office: **Dr. Edgardo E. Tulin & Prof. Marlon M. Tambis**

Name of Personnel: **JOY C. CODOG** *J. Codog*

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring	One-on-one discussion on project/program progress/university's concerns	Monthly PRDC meeting Jan. 11, 2022 March 7, 2022 May 19, 2022	Issuance of memoranda		Attendance to PRDC monthly Meetings by the members of Research and Development Council
Coaching	Research proposal for submission to funding agencies	One-on-one discussion on project progress  Group coaching during PRDC Meetings			Proposal prepared and submitted to funding agencies  New proposal for evaluation

Note: Please indicate the date in the appropriate box when the monitoring was conducted.

Conducted by:

*[Signature]* *[Signature]*  
**MARLON M. TAMBIS / EDGARDO E. TULIN**

## EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **JOY C. CODOG**

Performance Rating:

Aim: To implement on-going research projects and prepares research proposals  
To perform instruction function

Proposed Interventions to Improve Performance:

Date: Jan 1, 2022

Target Date June 30, 2022

First Step:

- 
- Implements on-going research projects
  - Prepares proposals for review and funding
  - Teaches courses at the DOH
  - Attends related trainings for capability build-up (leadership, management / administration) and other related trainings in relation to administrative duties

Result:

- 
- Implemented the scheduled activities of the research projects
  - Prepared and submitted proposals for review
  - Attended capability build-up trainings
  - Served as instructor and student adviser of Horticulture students
- 

Date: July 1, 2022

Target Date December 31, 2022

Next Step:

Continue the implementation of research projects  
Follow-up the submitted proposals  
Attends capability build-up trainings  
Seek admission to possible universities for PhD studies

Outcome: Research projects continuously implemented  
Research accomplishments subjected for review and monitoring by the funding agency  
Instructor and adviser to Horticulture students  
Attended capability build-up trainings

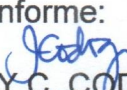
Final Step/Recommendation:

- To maintain performance and or exceed the current performance; to submit proposals and continue doing four-fold functions of instruction, research, extension and production.
- To attend trainings on leadership, organizational management and effective administration.
- To seek admission to any qualified universities for her PhD studies

Prepared by:

   
**MARLON M. TAMBIS/EDGARDO E. TULIN**  
Assistant Director/Director

Conforme:

  
JOY C. CODOG

Name of Ratee /Faculty/Staff