

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

Name of Faculty Member: Engr. Rex R. Doñoz

Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating (2x3)
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head/Dean (50%)		2.45	
b. Students (50%)		1.80	
TOTAL for Instruction	90%	4.25	3.83
2. Research	0%	0.00	0.00
3. Extension	5%	5.00	0.25
4. Administration & Support to Operation	5%	5.00	0.25
5. Production	0%	0.00	0.00
TOTAL			4.33

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

EQUIVALENT NUMERICAL RATING: 4.33

Add: Additional Points, if any:


TOTAL NUMERICAL RATING: 4.33

ADJECTIVAL RATING: Very Satisfactory

Prepared by:

  
REX R. DOÑOZ  
Instructor I


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**

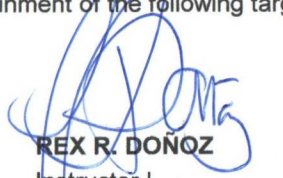
Visca, Baybay City, Leyte, PHILIPPINES  
Telephone: (053) 565-0600 local 1027  
Email: [dge@vsu.edu.ph](mailto:dge@vsu.edu.ph)  
Website: [www.vsu.edu.ph](http://www.vsu.edu.ph)


"Exhibit B"


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

I, **REX R. DOÑOZ**, a faculty member of the DEPARTMENT OF GEODETIC ENGINEERING, commit to the 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 2022**.

Approved:

  
**REX R. DOÑOZ**  
Instructor I  
Date: 12 January 2023

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

  
**JANNEY 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							
	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							
		<b>A4</b> . Number of students entertained for consultation purposes	Entertains students seeking consultation with faculty							
	<b>PI 9:</b> Number of instructional materials developed *	<b>A5</b> . 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							
	<b>PI 10</b> . Additional outputs:	<b>A 8</b> . Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal							



UMFO 2. HIGHER EDUCATION SERVICES										
OVPI UMFO 3. Higher Education Management Services										
PI 5: Total FTE, coordinated, implemented and monitored *		<b>A9.</b> Actual Faculty's FTE	<i>Handles and teaches courses assigned</i>	70	40.19	5	5	5	5.00	(March to June: GEng 112 and ESci 121n - 43.2) (July to August: ESci113 - 6.44) (August to December: ESci110 and GEng111 - 33.75)
		<b>A10.</b> Number of grade sheets submitted within prescribed period	<i>Prepares gradesheet and submits on or before deadline</i>	10	7	5	5	5	5.00	[March to June: GEng112 (8) and ESci121n (2)] [July to August: ESci113 (2) and GEng200a.3 (2)] [September to December: ESci110 (3)]
		<b>A11.</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>		57	5	5	5	5.00	ESci113 (7) GEng112 (50)
		<b>A12.</b> Number of trainings attended related to instruction	<i>Attend mandated trainings</i>	2	1	5	5	5	5.00	January to June: CET TOS preparation workshop, DGE VSUEE and OBS workshop (2) July to December: Drone Mapping Training at UP Tacloban (1)

		<b>A13 . Number of long examinations administered and checked</b>	Administers and checks long examination for subjects taught	10	11	5	5	4	4.67	[January to June: GEng 112 (16), ESci 121n (1)] [July to August: ESci 113 (2)] [September to December: ESci110 (9)]
		<b>A14 . Number of quizzes administered and checked</b>	Prepares and checks quizzes for lec and lab	8	9	5	5	4	4.67	[January to June: GEng 112 (4)] [September to December: ESci 110 (9)]
		<b>A15 . Number of lab reports and term papers checked and graded</b>	Checks lab reports and term papers submitted as required	8	10	5	5	4	4.67	[January to June: GEng 112 (16) - 5] [September to December: GEng111 (10)]
	<b>PI 8:</b> Number of students advised: *	<b>A16.</b> Number of students advised:	<i>Acts as academic adviser to students</i>		31	5	5	5	5.00	BSGE students
		<b>A17 . Number of students advised on thesis/ field practice/special problem:</b>		2	3	5	5	4	4.67	January to June: GEng 200 - Claros, Gopio (2) [July to December: GEng 200 - Ando, Alonso, Lumagod
		<i>As SRC Chairman</i>	Advises, and corrects research outline and thesis/SP manuscript	2	2	5	5	4	4.67	GEng 200 - Claros, Gopio
		<i>As SRC Member</i>	Advises and corrects research outline and thesis/SP manuscript		2	5	5	4	4.67	GEng 200 - Villaneza and Menorias

		<b>A18</b> . Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	40	70	5	5	5	5.00	January to June: 25 July to August: 30 August to December: 40
	<b>PI 9:</b> Number of student organizations advised/ assisted *	<b>A19</b> . Number of Student organizations advised	Advises student organizations recognized by USOO		1	5	5	5	5.00	DOST-SS
		<b>A20</b> . Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities		1	5	5	5	5.00	GIS Month 2022: PataGISan
	<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	1	5	5	5	5.00	January to June: GEng 112 (2) September to December: GEng 111 (1)
		Flexible instructional materials		3	5	5	5	5	5.00	January to June: GEng 112, ESci 121n (2) September to December: ESci 110 (5)
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	20	10	5	5	5	5.00	January to June: GEng 112 (10) September to December: ESci 110 (10)
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	12	5	5	5	5	5.00	January to June: GEng 112 (7), ESci 121n (1) July to August: ESci 113 (5)



		<b>A 23 :</b> 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							
		<b>A 24 :</b> Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	4	2	5	5	5	5.00	January to June: GEng 112, ESci 121n (2) July to August: ESci 113 September to December: GEng 111
	<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	1	1	5	5	5	5.00	BSGE Program Accreditation- Area IX
		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 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>								
		<i>In refereed nat'l/regional journals</i>								
	<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							
		<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 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							
	<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	Implements 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		1	5	5	5	5.00	GIS Training for Humane Project
	<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	4						January-June: Drone Survey and Mapping of Landslide affected areas in Baybay (Brgys. Mailhi, Kantagnos, Bunga, Pangasugan, Canipa)
	Research Mentoring	Research Mentor								
	Peer reviewers/Panelists	Peer reviewers/Panelists								

	Resource Persons	Resource Persons			1	5	5	5	5.00	Seminar-Workshop on Surveying and Mapping with Drones
	Convenor/Organizer	Convenor/Organizer								
	Consultancy	Consultant								
	Evaluator	Evaluator								
	PI 8. Percent of extension proposals approved *	A 41. Percent of extension proposals approved *	Prepares extension project proposals, submits and follow up its approval for immediate implementation							
	PI 11. Additional outputs *	A 42. No. of extension-related awards (extn. conducted by faculty or student & faculty) *								
		A 43. Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal							
		Survey and Mapping Activities	Landslide Post Disaster Assessment of Baybay City		4					January-June: Can- ipa, Bunga, Kantagnos, Mailhi Drone and RTK Survey- After Tropical Storm Agaton
<b>UMFO 5. SUPPORT TO OPERATIONS</b>										
	<b>OVPI MFO 4. Program and Institutional Accreditation Services</b>									
	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 under ISO 9001:2015*	A 44. 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		Zero non-comformity					Second ISO Surveillance Audit

		<u>A 45.</u> Compliance to all requirements of the program and institutional accreditations:	Prepares required documents and complies all requirements as prescribed in the accreditation tools		100% complaint					
		On program accreditations		1	1	5	5	5	5.00	DGE Extension Needs-Area I (VMGO Survey Questionnaire)
		On institutional accreditations								
		<u>Additional Outputs</u>								
		Number of Minutes of the Meetings and Proceedings prepared			1	5	5	5	5.00	Proceedings for the Detailed Topographic Map in the proposed site locations of VSU Centennial Landmark and Digital Learning Spaces Center for World-Class Education
		Detailed Topographic Map in the proposed site locations of VSU Centennial Landmark and Digital Learning Spaces Center for World-Class Education			1	5	5	5	5.00	Requested by Planning and Infrastructure Project Development and Monitoring of VSU
		Number of regular, special and committee meetings attended	As a faculty member		6	5	5	5	5.00	DGE Regular monthly meetings (4), special meetings (2)
<b>UMFO 6. General Admin. &amp; Support Services (GASS)</b>										
	<u>PI 2.</u> Zero percent complaint from clients served	<u>A 46.</u> Customerly friendly frontline services	Provides customer friendly frontline services to clients	0	Zero % complaint					
	<u>PI 3:</u> Additional Outputs	<u>A 47.</u> 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							



		A 48. Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal							
	<b>Total Over-all Rating</b>								<b>128.00</b>	
	<b>Average Rating</b>								<b>4.92</b>	
	<b>Adjectival Rating</b>								<b>O</b>	

<b>Average Rating (Total Over-all rating divided by 4)</b>			<b>4.92</b>
<b>Additional Points:</b>			
<b>Approved Additional points (with copy of approval)</b>			
<b>FINAL RATING</b>			<b>4.92</b>
<b>ADJECTIVAL RATING</b>			<b>OUTSTANDING</b>

**Comments and Recommendations for Development Purposes:**

*Advised to be involved and conduct research activities.*

Evaluated & Rated by:

**MARTIN JAN E. MERCURIO**

Head, DGE

Date: *12 January 2023*

1 - Quality

Recommending Approval

**JANNET C. BENCURE**

Dean, CET

Date: *13 January 2023*

3 - Timeliness

Approved by:

**BEATRIZ S. BELONIAS**

VP Academic Affairs

Date: *17 January 2023*

4 - Average

## Exhibit I

**PERFORMANCE MONITORING FORM**Name of Employee: **Engr. Rex R. Doño**

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 112, ESci 113 and ESci 110	Assessment and students' grades per course taught	July 2022 for Summer 2021-2022 September 2022 1 <sup>st</sup> Sem AY 2022-2023	August 2022 (summer)  January 2023 (1 <sup>st</sup> Sem AY 2022-23)	August 2022 (Summer) November 2022 (midterm topics for 1 <sup>st</sup> Sem AY 2022-2023)	impressive	Outstanding	Assessment and students' grades per course taught
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 Dean and IMD Head	November 2022	2 <sup>nd</sup> week of November 2022	2 <sup>nd</sup> week of November 2022	impressive	Outstanding	The TOS of ESci, 110 for the midterm exam were approved before the conduct of the midterm exam
4	Assess students and submit grades to measure students' performance	Assessment and Grades submitted to registrar	September 2022	December 2022	December 2022	impressive	Outstanding	Conducted assessments such as term and long exams, quizzes, and practical exams for midterm. Midterm exam submitted thru online (cumulus)
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	July-December 2022	December 2022	December 2022	impressive	Outstanding	Participated in all activities conducted by the department, college, and the university



		Attendance at University-wide Intramural						
6	Perform other functions assign by the head, dean and the university	Chairman in Dept. 5s Committee	July 2022	December 2022	December 2022	impressive	Outstanding	

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

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

Prepared by:

  
**MARTIN JAN E. MERCURIO**  
 Head