

**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS  
WITH MULTIPLE FUNCTIONS  
January to June 2024**

Name of Faculty Member: CRISLIN B. CRUZ

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		4.96x50%= 2.48	
b. Students (50%)		4.67x50% = 2.335	
Total for Instruction	30%	4.815	1.444
2. Research			
a. Dept. Head/Center Director			
Total for Research	40%	4.92	1.968
3. Extension			
a. Dept Head/Center Director			
Total for Extension	15%	4.89	0.7335
4. Administration	15%	4.9	0.735
TOTAL			4.88

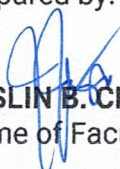
EQUIVALENT NUMERICAL RATING: 4.88

Add: Additional Points, if any: \_\_\_\_\_


TOTAL NUMERICAL RATING: 4.88

ADJECTIVAL RATING: Outstanding

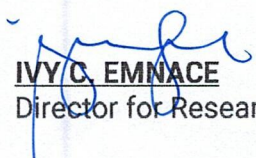
Prepared by:

  
**CRISLIN B. CRUZ**  
Name of Faculty

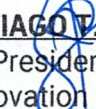
Reviewed by:

  
**MARISEL A. LEORNA**  
Department Head

Recommending Approval:

  
**IVY C. EMNACE**  
Director for Research

Approved:

  
**SANTIAGO T. PEÑA, JR.**  
Vice President for Research, Extension  
& Innovation



# INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW (IPCR)

I, CRISLIN B. CRUZ, Faculty Staff of the NATIONAL COCONUT RESEARCH CENTER-Visayas commit to deliver and agree to be rated on the attainment of the following accomplishments in accordance with indicated measures for the period January to June, 2024.

**CRISLIN B. CRUZ**

Ratee

Date: July 4, 2024

**MARISEL A. LEORNA**

Director, NCRC-V

Date: July 8, 2024

MFO & PAPs	Success Indicators	Task Assigned	Target	Actual Accomplishment	Rating				REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
					Quality	Efficiency	Timeliness	Average	
UFMO 2: Higher Education Services									
MFO 1. Curriculum Program Management System									
	PI 1: Total FTE monitored	Handle and teach classes in the assigned subjects in Economics	5	7	5.00	5.00	5.00	5.00	
	PI 8: Number of students advised	Act as Adviser of undergraduate student	1	1	4.85	4.80	5.00	4.88	
	PI 10: Number of instructional materials developed/revised/updated	Develops/ revise / updates instructional materials	1	2	5.00	5.00	5.00	5.00	
UFMO 3: Research Innovation Services									
	PI 1: Number of published papers in internationally indexed journals								
	In refereed int'l journals	Publish papers in international indexed journals	1	for 2nd half					
	PI 2: Number of research outputs presented in regional/national/ regional fora/conferences								
	In institutional fora/conferences								



	<b>PI 3:</b> Number of research projects conducted and/or completed on schedule	Implements approved projects, prepares and submit terminal reports	2	2	5.00	5.00	5.00	5.00	
	<b>Output Indicators</b>								
	<b>PI 10:</b> Number of research outputs completed within the year	Works and submits completed research output	1	1	5	5	4.8	4.93	
	<b>PI 11:</b> Percentage of research outputs published in internationally-refereed or CHED recognized journal within the year	Publish research outputs in internationally refereed or CHED recognized journal within the year	50%	for 2nd half					
	<b>Additional Outputs:</b>								
	<b>PI 12:</b> Number of research collaboration/ partnership with LGUs	Forges collaboration/ partnership with LGUs	1	1	4.85	4.80	5.00	4.88	
	<b>PI 13:</b> Number of work and financial plan (WFP) submitted and approved	Submits Work and Financial Plan	1	1	5	5	5	5.00	
	<b>PI 17:</b> Number of research proposals approved for internal funding	Follows up approval of research proposal for internal funding	1	1	4.8	4.8	4.75	4.77	
<b>UFMO 4: Extension Services</b>									
	<b>PI 1:</b> Number of person-days trained weighted by length of training		30	40	5	4.8	5	4.93	
	<b>PI 2:</b> Number of trainings conducted	Conducts extension related training	2	3	5	4.8	5	4.93	
	<b>PI 3:</b> Number of IEC materials/technoguides developed/used	Edits and reviews IEC materials. Distribute information materials	1	3	4.9	4.75	4.9	4.83	
	<b>PI 4:</b> Number of beneficiaries served								
	Groups	Serves group beneficiaries/ clients	2	2	5	4.8	5	4.93	
	Individuals	Serves individual beneficiaries/ clients	50	65	4.9	4.85	5	4.90	
	<b>PI 5:</b> Number of technical/expert services								
	<i>Research Mentoring</i>								
	<i>Peer reviewers/Panelists</i>	<i>Serves as Peer reviewer / panelist</i>	1	2	5	5	4.85	4.95	
	<i>Resource Persons</i>	<i>Serves as resource person</i>	1	2	4.9	4.85	4.9	4.87	
	<i>Convenor/Organizer</i>								



Consultancy									
Evaluator									
<b>PI 6:</b> Number of extension projects conducted and/or completed on schedule	Implements approved extension projects	1	3	5	5	4.85	4.95		
<b>PI 7:</b> Number of extension proposals submitted	Prepares extension proposals and submit to funding agencies	1	3	5	5	4.75	4.92		
<b>PI 8:</b> Percent of extension proposals approved	Follows up approval of extension proposal	1	3	5	5	4.8	4.93		
<b>PI 9:</b> Amount of extension money generated from external funding (Thousand PHP)	Implements extension project and submit reports	200,000	250,000	5	5	4.85	4.95		
<b>PI 10:</b> Amount of extension money generated from institutional funding (Thousand PHP)	Implements extension project and submit reports	50K	100,000	5	5	4.85	4.95		
<b>PI 11:</b> No. of extension-related awards (extr. conducted by faculty or student & faculty)									
<b>Outcome Indicator</b>									
<b>PI 12:</b> Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities	Forges partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities	1	2	4.8	4.75	4.85	4.78		
<b>Output Indicators</b>									
<b>PI 13:</b> Number of trainees weighted by the length of training	Conducts extension related training	20	25	4.8	4.75	4.85	4.80		
<b>PI 15:</b> Percentage of beneficiaries who rate the training course/s as satisfactory or higher in terms of quality and relevance	Ensures that the training has influenced the learner's performance and delivery at work	75%	85%	5	5	4.8	4.93		
<b>Additional Outputs:</b>									
<b>PI 16:</b> Number of Lakbay aral/ continuing education programs and tours facilitated									
<b>PI 17:</b> Number of extension delivery services conducted/ coordinated/ participated: field demo, agri fair, field days, agri-exhibit, Techno-forum, Techno-festival	Conducts / coordinates/ participates in field demo, agri fair, field days, agri-exhibit, Techno forum, techno festival	2	3	4.9	4.75	4.85	4.82		
<b>PI 18:</b> Number of clients assisted in agri-fair, walk in clients, training requests, in-house reviews, trainings and related activities	Assists cliens in agri-fair, wal in clients, training requests, in house reviews, trainings and related activities	5	10	5	5	4.9	4.97		





	PI 19: Number of product/ technology demonstration conducted	Conducts product/ technology demonstration	1	2	4.9	4.85	4.75	4.82	
	PI 20: Number of clientele served/ registered during Farmers' and Fisherfolks' Day								
	PI 21: Number of RDE news and feature articles published	Publishes RDE news and feature articles	1	2	4.9	4.75	4.75	4.78	
UFMO 5: Support to Operations(STO)									
MFO 1. Faculty Development Services									
MFO 2. Faculty Recruitment/Hiring Services									
	PI 2: Number of faculty recruited/hired aligned with ISO standards								
MFO 3. Faculty Evaluation Services									
	PI 5: Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subjects evaluated	Ensures that the faculty has all the characteristics of an effective teacher	75%	100%	4.8	4.75	4.85	4.78	
	PI 6: Number of in-house seminars/trainings/ workshops/reviews conducted/attended	Conducts/ attends in-house seminars/ trainings/ workshops/ reviews	1	1	5	4.75	4.9	4.88	
	PI 7: Number of faculty/staff awards/honors received related to operations support								
UFMO 6: General Administration and Support Services									
	PI 1: Zero percent complaint from clients served	Zero complaint							
	<b>Additional Outputs</b>								
	Efficient office management and maintenance								
	Submission of Center's PPMP for the following year within deadline as prescribed by BAC	Prepares/ submits PPMP for the following year within the deadline	2	3	4.8	5	4.9	4.90	
	Number of NCRC-V meetings conducted/ attended	Attends NCRC-V meetings	6	6	4.9	4.8	4.9	4.85	
	Number of documents reviewed/evaluated, signed and approved	Reviews/ evaluates/ signs and approves documents	200	200+	4.8	4.9	4.9	4.85	
	Number of University committees/council meetings attended	Attends University committees/ council meetings	3	4	4.9	5	4.9	4.92	
	Number of reports prepared/reviewed/submitted, data and other information requested by other offices	Prepares/ reviews/ submits reports and data and other information requested by other offices	10	12	5	5	5	5.00	
<b>Total Over-all Rating</b>									
##### 166.58									


Additional Points		4.90	Comments and Recommendations for Development
Approved Additional Points (w/ copy of Approval)			Purposes: Make
FINAL RATING		4.90	sure to produce MOA for extension and submit more
ADJECTIVAL RATING		Outstanding	research proposals for external funding

Evaluated & Rated by:

Approved by:

  
**MARISEL A. LEORNA**  
 Director, NCRC-V  
 Date: July 8, 2024

  
**IVY C. EMNACE**  
 Director for Research  
 Date: August 7, 2024

  
**SANTIAGO T. PEÑA, JR.**  
 Vice President, OVPREI  
 Date: August 7, 2024





## TEACHING PERFORMANCE EVALUATION BY STUDENTS SUMMARY OF RATING

First Semester SY 2023-2024

Name of faculty: CRUZ, CRISLIN B.

Department: Dept. of Economics

College: College of Management and Economics

Course No. & Descriptive Title		Lab/ Lec	RATING		% Evaluation Rating
			Num.	Adjec.	
AgSc 12	AGRICULTURAL ECONOMICS AND MARKETING	LEC	4.00	Very Satisfactory	80.0%
AgEc 151	BENEFIT-COST ANALYSIS	LEC	5.00	Outstanding	100.0%
AgEc 151	BENEFIT-COST ANALYSIS	LAB	5.00	Outstanding	100.0%
Average Rating			4.67	Outstanding	93.33%

Source: Results of Teaching Performance Evaluation by Students filed at ODIE

Legend:

1.00 – 1.49 Poor (P)

1.50 – 2.49 Fair (F)

2.50 – 3.49 Satisfactory(S)

3.50 – 4.49 Very Satisfactory(VS)

4.50 – 5.00 Outstanding(O)

Prepared by:

VANESSA W. NAZAL

TPES in-Charge

Date: April 18, 2024

Attested by:

MA. RACHEL KIM L. AURE

Director, Instruction and Evaluation

Date: April 18, 2024

Received by:

CRUZ, CRISLIN B.

Name and Signature of Faculty

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

Distribution of copies: ODIE, College, Department, Faculty

## PERFORMANCE MONITORING & COACHING JOURNAL

✓	1st	Q U A R T E R
✓	2nd	
	3rd	
	4th	

**Name of Office:** National Coconut Research Center-Visayas

**Head of Office:** Marisel A. Leorna

**Number of Personnel:** 47

**Name of Staff:** CRISLIN B. CRUZ

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring					
Data collection	✓	✓			
Coaching					
Data organization and analysis	✓	✓			

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

Conducted by:

Noted by:

  
**MARISEL A. LEORNA**  
 Immediate Supervisor

  
**IVY C. EMNACE**  
 Next Higher Supervisor



**PERFORMANCE MONITORING FORM**  
**January to June 2024**

Name of Employee: CRISLIN B. CRUZ

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	Handles and teaches courses in courses assigned	Handled and taught classes in Economics	Jan 2024	June 2024	Jan to June 2024	Impressive	Outstanding	
2	Develops and submits on-line course ware	Developed 1 courseware in Economics	Jan 2024	June 2024	Jan to June 2024	Impressive	Outstanding	
3	Prepares instructional module/ laboratory guide / workbook or a combination thereof	Prepared 1 instructional module / laboratory guide/ workbook	Jan 2024	June 2024	Jan to June 2024	Impressive	Outstanding	
4	Prepares Power Point presentation, video clips, movie clips, reading assignments in Economics	Prepared Power Point presentation, video clips, movie clips, reading assignments in Economics	Jan 2024	June 2024	Jan to June 2024	Impressive	Outstanding	
5	Prepares assessment tools, such as long exam, quizzes problems sets, etc	Prepared assessment tools, i.e. long exam, quizzes problems sets, etc	Jan 2024	June 2024	Jan to June 2024	Impressive	Outstanding	
6	Submits the course ware duly reviewed by TRP or editing by MMDC editor	Submitted course ware duly reviewed by TRP or editing by MMDC editor	Jan 2024	June 2024	Jan to June 2024	Impressive	Outstanding	
7	Prepares research proposals, submits and follows up its approval for immediate implementation	Prepared research proposals, submits and follows up its approval for immediate implementation	Jan 2024	June 2024	Jan to June 2024	Impressive	Outstanding	
8	Designs research related activities and other outputs to implement new normal	Designed research related activities and other outputs to implement	Jan 2024	June 2024	Jan to June 2024	Impressive	Outstanding	



9	Implements duly approved extension projects	Implemented 3 approved extension projects	Jan 2024	June 2024	Jan to June 2024	Impressive	Outstanding	
10	Provides quality and relevant training courses and advisory services	Provided quality and relevant training courses and advisory services	Jan 2024	June 2024	Jan to June 2024	Impressive	Outstanding	
11	Provides the technical and expert services requested by beneficiaries	Provided the technical and expert services requested by beneficiaries	Jan 2024	June 2024	Jan to June 2024	Impressive	Outstanding	
12	Prepares extension project proposals, submits and follow up its approval for immediate implementation	Submitted 1 extension project proposals, and followed up its approval for immediate implementation	Jan 2024	June 2024	Jan to June 2024	Impressive	Outstanding	
13	Attends mandated trainings	Attended trainings related to instruction	Jan 2024	June 2024	Jan to June 2024	Impressive	Outstanding	

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

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

Prepared by:

  
MARISEL A. LEORNA  
Unit Head



## EMPLOYEE DEVELOPMENT PLAN

Name of Employee: CRISLIN B. CRUZ

Performance Rating: OUTSTANDING

Aim: To enhance effectiveness in delivering quality output in research and extension

Proposed Interventions to Improve Performance:

Date: 3 January 2024

Target Date: 5 January 2024

First Step:

Coordinate study leaders and project staff on the targets, schedule of activities and plans of the projects being implemented

Result:

Smooth and orderly prioritization of activities of the different extension projects and research handled

Date: 1 February 2024

Target Date: 12 February 2024

Next Step:


Monitor activities to assess how far the project with regards to its targets and continue Enhancing skills and confidence in project and people management

Outcome: Good implementation of the project and good management with the staff under her section

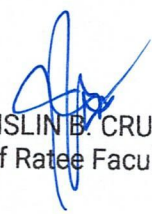
Final Step/Recommendation:

Recommend attending relevant trainings to enhance skills and confidence in managing project and people and further recommended to pursue graduate studies to widen knowledge, expand network and gained specialized skills

Prepared by:

  
MARISEL A. LEORNA  
Unit Head

Conforme:

  
CRISLIN B. CRUZ  
Name of Ratee Faculty/Staff