

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: TEOFANES A. PATINDOL

| Program Involvement (1) | Percentage Weight of Involvement (2) | Numerical Rating Rating x % (3) | Equivalent Numerical Rating (2x3) |
|-------------------------------------|---|--|--|
| 1. Instruction | | | |
| a. Head/Dean (50%) | 4.81 | 2.41 | |
| b. Students (50%) | 4.71 | 2.36 | |
| Total for Instruction | 50% <i>80%</i> | 4.77 | <i>2.39</i> |
| 2. Research | | | |
| a. Client/Dir. for Research (50%) | | | |
| b. Dept. Head/Center Director (50%) | | | |
| Total for Research | 5% <i>30%</i> | 4.67 | <i>0.2335</i> |
| 3. Extension | | | |
| a. Client/Dir. for Extension (50%) | | | |
| b. Dept Head/Center Director (50%) | | | |
| Total for Extension | 5% | | |
| 4. Administration | 40% | 5 | 2 |
| 5. Production | | | |
| TOTAL | 100% | | <i>4.75</i> 4.62 |

EQUIVALENT NUMERICAL RATING:

Add: Additional Points, if any:


TOTAL NUMERICAL RATING:

4.75
4.62

ADJECTIVAL RATING:

Outstanding


Prepared by:


TEOFANES A. PATINDOL
Name of Faculty


Reviewed by:


ANATOLIO N. POLINAR
Department Head

Recommending Approval:


ARTURO E. PASA
Dean

Approved:


ROTACIO S. GRAVOSO

Vice President for Academic Affairs

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, TEOFANES A. PATINDOL, a faculty member of the DEPARTMENT OF FOREST SCIENCE commit 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, 2024.

TEOFANES A. PATINDOL

Professor IV

Date: July 18, 2024

Approved:

ANATOLIO N. POLINAR

Department Head

Date: July 19, 2024

| Description of MFO's/PAPs | Success/ Performance Indicators (PI) | Tasks Assigned | Target | Actual Accomplishment | Rating | | | | REMARKS |
|---|--|--|--------|-----------------------|----------------|----------------|----------------|----------------|-------------------------------------|
| | | | | | Q ¹ | E ² | T ³ | A ⁴ | |
| 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 | 2 | 8.88/2 (444%) | 5 | 5 | 5 | 5 | FORY 224 Lect and Lab (16 students) |
| PI 8: Number of graduate students advised * | A2. Number of students advised | Acts as academic adviser to graduate students | 2 | 2/2 (100%) | 5 | 4.5 | 4.5 | 4.67 | Lumba, Maguchu |
| | A3. Number of students advised on thesis/special problem/dissertation | | | | | | | | |
| | As GAC Chairman | Advises and corrects research outline and thesis/SP/dissertation manuscript | 1 | 2/1 (200%) | 5 | 4.5 | 5 | 4.83 | Lumba, Maguchu |
| | AS GAC Member | Advises and corrects research outline and thesis/SP/dissertation manuscript | 1 | 1/1 (100%) | 4.5 | 4.5 | 4.5 | 4.5 | Lor |
| | A4. Number of students entertained for consultation purposes | Entertains students seeking consultation with faculty | 2 | 4/2 (200%) | 5 | 4.5 | 5 | 4.83 | Percy, Abubakar, Lumba, Maguchu |
| 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 | 1 | 0 | | | | | To be accomplish July-Dec 2024 |

| | | | | | | | | | |
|--|---|--|---|----------------|-----|-----|-----|------|--|
| | On-line ready courseware | Prepares Instructional module/laboratory guide/workbook or a combination thereof | 1 | 0 | | | | | To be accomplish July-Dec 2024 |
| | Supplemental learning resources | Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught | 1 | 1/1 (100%) | 4.5 | 5 | 4.5 | 4.67 | FOR Y 224 |
| | Assessment tools | Prepares assessment tools such as long exam, quizzes, problems sets, etc. | 1 | 3/1 (300%) | 5 | 4.5 | 5 | 4.83 | FOR Y 224 |
| | 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 | 1 | 0 | | | | | To be accomplish July-Dec 2024 |
| | A 7 : Number of virtual classroom created and operational | Creates virtual classroom using either Moddle or Google Classroom | 1 | 0 | | | | | To be accomplish July-Dec 2024 |
| PI 10. Additional outputs: | | | | | | | | | |
| UMFO 2. HIGHER EDUCATION SERVICES | | | | | | | | | |
| OVPI UMFO 3. Higher Education Management Services | | | | | | | | | |
| PI 5: Total FTE, coordinated, implemented and monitored * | A9. Actual Faculty's FTE | Handles and teaches courses assigned | 3 | 21.45/3 (715%) | 5 | 5 | 5 | 5 | ForE 149 (Lect and Lab) Envi 124 Lect |
| | A10. Number of grade sheets submitted within prescribed period | Prepares gradesheet and submits on or before deadline | 3 | 3/3 (100%) | 5 | 4.5 | 5 | 4.83 | ForE 149 (Lect and Lab) Envi 124 Lect |
| | A11. 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 | 2 | 9/2 (450%) | 5 | 5 | 5 | 5 | Moreno,Item,De Jesus, Dela Cruz Abegail, Dela Cruz Airene,Plaza, Omoso, Caballes, Hinandoy |
| | A12. Number of trainings attended related to instruction | Attend mandated trainings | 1 | 0 | | | | | To be accomplish July-Dec 2024 |
| | A13. Number of long examinations administered and checked | Administers and checks long examination for subjects taught | 3 | 9/3 (300%) | 4.5 | 5 | 5 | 4.83 | ForE 149 (Lect and Lab) Envi 124 Lect |
| | A14. Number of quizzes administered and checked | Prepares and checks quizzes for lec and lab | 3 | 19/3 (633%) | 4.5 | 5 | 5 | 4.83 | ForE 149 (Lect and Lab) Envi 124 Lect |

| | | | | | | | | | |
|--|--|---|---|-----------------|-----|-----|-----|------|---|
| | A15. Number of lab reports and term papers checked and graded | Checks lab reports and term papers submitted as required | 3 | 800/3 (26,667%) | 4.5 | 5 | 5 | 4.83 | ForE 149 Lab (80 students, 2 sections) |
| PI 8: Number of students advised: * | A16. Number of students advised: | Acts as academic adviser to students | 5 | 12/5 (240%) | 5 | 5 | 5 | 5 | Anoos, Reyes, Item, Lorejas, Traya, et al |
| | A17. Number of students advised on thesis/ field practice/special problem: | | 4 | 10/4 (250%) | 5 | 4.5 | 4.5 | 4.67 | Anoos, Reyes, Item, Lorejas, Traya, et al |
| | As SRC Chairman | Advises, and corrects research outline and thesis/SP manuscript | 2 | 3/2 (150%) | 4.5 | 5 | 5 | 4.83 | Flores, Tabios, Guinocor |
| | As SRC Member | Advises and corrects research outline and thesis/SP manuscript | 2 | 2/2 (100%) | 4.5 | 4.5 | 5 | 4.67 | Austria, Cortes |
| | A18. Number of students entertained for consultation purposes | Entertains students consulting on subject taught, thesis and grades | 5 | 15/5 (300%) | 5 | 5 | 5 | 5 | Anoos, Reyes, Item, Lorejas, Traya, et al |
| PI 9: Number of student organizations advised/ assisted * | A19. Number of Student organizations advised | Advises student organizations recognized by USOO | 1 | 0 | | | | | To be accomplish July-Dec 2024 |
| | A20. Number of Student organizations assisted on student related activities | Assists student organizations in implementing student related activities | 1 | 0 | | | | | To be accomplish July-Dec 2024 |
| PI 10: Number of instructional materials developed * | A 21 : Number of on-line course ware developed and submitted : | Prepares and submits for review by the Technical Review Panel | 1 | 0 | | | | | To be accomplish July-Dec 2024 |
| | On-line ready courseware | Prepares Instructional module/laboratory guide/workbook or a combination thereof | 1 | 1 | 5 | 5 | 5 | 5 | FORY 224 |
| | Supplemental learning resources | Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught | 1 | 5 | 5 | 5 | 5 | 5 | FORY 224 |
| | Assessment tools | Prepares assessment tools such as long exam, quizzes, problems sets, etc. | 2 | 9 | 5 | 5 | 5 | 5 | FORY 224 |
| | A 23 : Number of online course ware reviewed by TRP & edited by MMDC editor | Submits the course ware duly reviewed by TRP for editing by MMDC editor | 0 | | | | | | |

| | | | | | | | | | |
|--|--|--|---|---|-----|-----|-----|------|---------------------------------|
| | A 24. Number of virtual classroom created and operational | Creates virtual classroom using either Moddle or Google Classroom | 1 | 1 | 5 | 5 | 5 | 5 | FORY 224 |
| 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 | 1 | 1 | 4.5 | 4.5 | 4.5 | 4.5 | AACCUP Accreditation |
| | Agency/firm/Industry linkages | Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU | 1 | 1 | 4.5 | 4.5 | 4.5 | 4.5 | DENR-CENRO Palo |
| | A 26. Other outputs implementing the new normal due to covid 19 | Designs experiential learning activities and other outputs to implement new normal | 0 | | | | | | |
| | Online Teaching Trainings/Seminars | Attends online trainings and seminars on online teaching | 1 | 1 | 4.5 | 5 | 4.5 | 4.67 | |
| UMFO 3. RESEARCH SERVICES | | | | | | | | | |
| 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 | 1 | 0 | | | | | To be accomplish July- Dec 2024 |
| PI 2. Number of research outputs completed within the year * | A 28. Number of research outputs completed within the year * | Conducts and completes research project within the year | 0 | | | | | | |
| PI 3. Percentage of research outputs published in internationally-referred or CHED recognized journal | 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 | | 1 | 0 | | | | | To be accomplish July- Dec 2024 |
| | In refereed nat'l/regional journals | | 1 | 0 | | | | | |
| PI 4. Number of research outputs presented in regional/national/ int'l fora/conferences | A 30. Number of research outputs presented in regional/national/ int'l fora/conferences * | Prepares, submits and presents research paper in scienfic for a/conferences | | | | | | | |
| | In int'l fora/conferences | | 1 | 0 | | | | | To be accomplish July- Dec 2024 |
| | In nat'l/regional fora/conferences | | 1 | 0 | | | | | To be accomplish July- Dec 2024 |

| | | | | | | | | | |
|--|--|--|-----|---|-----|-----|---|------|-------------------------------------|
| PI 5. Percent of research proposals approved * | A 31. Percentage of of research proposals prepared, submitted and approved | Prepares research proposals, submits and follows up its approval for immediate implementation | 1 | 0 | | | | | To be accomplish July - Dec 2024 |
| PI 6. Additional outputs* | A 32. No. of research-related awards (research conducted by faculty or student w/ faculty) | | | | | | | | |
| | A 33. 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 | 1 | 1 | 4.5 | 4.5 | 5 | 4.67 | Science Humanities Journal |
| | A 34. Number of UMs submitted to ITSO, VSU | Prepares and submits application for UM of technology generated out of research output | 0 | | | | | | |
| | A 35. Other outputs implementing the new normal due to covid 19 | Designs research related activities and other outputs to implement new normal | 0 | | | | | | |
| | Review/Evaluate Research Proposal | Reviews/evaluate research proposal for funding | 1 | 0 | | | | | To be accomplish July - Dec 2024 |
| UMFO 4. EXTENSION SERVICES | | | | | | | | | |
| PI 1. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities | A 36. 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 | 1 | 0 | | | | | To be accomplish July - Dec 2024 |
| PI 2. Number of trainees weighted by the length of training | A 37. Number of trainees weighted by the length of training | Conducts trainings among beneficiaries of technologies for transfer | 1 | 0 | | | | | To be accomplish July - Dec 2024 |
| PI 3. Number of extension programs organized and supported consistent with the SUC's mandated and priority programs | A 38. Number of extension programs/projects implemented | Implementes duly approved extension projects | 1 | 0 | | | | | To be accomplish July - Dec 2024 |
| PI 4. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance | A 39. 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 | 70% | 0 | | | | | |

| | | | | | | | | | |
|---|--|---|---------------------|---|--|--|--|--|--------------------------------|
| PI 5. Number of technical/expert services | A 40. Number of technical/expert services as/in: | Provides the technical and expert services requested by beneficiaries | | | | | | | |
| | Research Mentor | | 1 | 0 | | | | | To be accomplish July-Dec 2024 |
| | Peer reviewers/Panelists | | 1 | 0 | | | | | To be accomplish July-Dec 2024 |
| | Resource Persons | | 1 | 0 | | | | | To be accomplish July-Dec 2024 |
| | Convenor/Organizer | | 1 | 0 | | | | | To be accomplish July-Dec 2024 |
| | Consultant | | | | | | | | July-Dec 2024 |
| | Evaluator | | 1 | 0 | | | | | To be accomplish July-Dec 2024 |
| 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 | 1 | 0 | | | | | To be accomplish July-Dec 2024 |
| PI 11. Additional outputs * | A 42. No. of extension-related awards (extrn. 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 | | | | | | | |
| UMFO 5. SUPPORT TO OPERATORS | | | | | | | | | |
| 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 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-conformity | | | | | | |
| | 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% compliant | | | | | | |
| | On program accreditations | | | | | | | | |
| | On institutional accreditations | | | | | | | | |
| UMFO 6. General Admin. & Support Services (GASS) | | | | | | | | | |
| PI 2. Zero percent complaint from clients served | A 46. Customerly friendly frontline services | Provides customer friendly frontline services to clients | Zero % complaint | | | | | | |


| | | | | | | | | | |
|--------------------------|---|--|--|--|--|--|--|--|--|
| PI 3: Additional Outputs | A 47. 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 | | | | | | | |
| | | | | | | | | | |
| Total Over-all Rating | | 125.96 | | | | | | | |


| | |
|--|-------------|
| Average Rating | 4.81 |
| Additional Points: | |
| Approved Additional points (with copy of approval) | |
| FINAL RATING | 4.81 |
| ADJECTIVAL RATING | Outstanding |

Comments & Recommendations for Development Purpose:
Has to engage in research and extension projects; and write proposal for possible funding.


ANATOLIO N. POLINAR
 Department Head
 Date: *July 19, 2024*

Recommending Approval


ARTURO E. PASA
 Dean, CFES
 Date: *July 23, 2024*


 Approved by:
ROTACIO S. GRAVOSO
 Vice President for Academic Affairs
 Date: *9/24/24*

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

PERFORMANCE MONITORING AND COACHING JOURNAL


| | | |
|---|-----------------|---------------------------------|
| √ | 1 st | Q U A R T E R |
| √ | 2 nd | |
| | 3 rd | |
| | 4 th | |

Name of Office : Department of Forest Science
Head of Office : Dr. Anatolio N. Polinar
Number of Personnel : 7 Permanent Faculty

| Activity Monitoring | MECHANISM | | | | Remarks |
|---|--|-------------------------|--|--|---|
| | Meeting | | Memo | Others (Pls. specify) | |
| | One-on-One | Group | | | |
| Monitoring | | | | | |
| Faculty Meeting | | Minutes of Meeting | Dean's Memo/Head's Memo | | Regular monthly meeting |
| Office & Class Attendance | | | | Log book; DTR's | DFS Faculty & Staff (January – June 2024) |
| Attendance to university & college activities/programs/seminars/workshops | | | University memos & invitation sent via VSU email | Attendance, Program certificates | |
| Compliance of University Memos | | | University Memos | Compliance Report | |
| Leaves (SL, VL, CDO, etc.) | | | | Application and approval for Leave form | DFS Faculty & staff (January – June 2024) |
| Following-up documents | Utility workers/ Office Clerks / Admin Staff | | | Scheduled | Daily / Weekly |
| Travels | | Updates during meetings | | Travel Orders, Pass Slips, FM-VPA-03 Certificate of appearance | |
| Coaching | | | | | |
| Classroom Management & Teaching Methods | Faculty Consultation | | | Classroom Observation (Forms and logbooks) | (January – June 2024). |


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

Conducted by:


ANATOLIO N. POLINAR
Immediate Supervisor

Noted by:


ARTURO E. PASA
Dean, CFES


ROTACIO S. GRAVOSO
Vice President for Academic Affairs

TRACKING TOOL FOR MONITORING TARGETS

| Major Final Output/Performance Indicator | TASK | ASSIGNED TO | DURATION | TASK STATUS | | | | | | REMARKS |
|---|---|-------------|-------------------|------------------------|----------------------------|----------------------------|-----------------|--------------------------------|--------------------------------|--|
| | | | | JANUARY | FEBRUARY | MARCH | APRIL | MAY | JUNE | |
| MFO 1. Advanced & Higher Education Services | Teaching | | | | | | | | | |
| PI 1. Instruction | Instructional Materials Developed/ Revised & Utilized | RSCome | JANUARY-JUNE 2024 | Submits Course Syllabi | Prepares lecture materials | Prepares Exams For Midterm | Face to face | Face to face | Prepares Exams For Final | FSci142, Fory198, FORY236, Fory299 All lec & Lab |
| | | HLMondal | JANUARY-JUNE 2024 | Submits Course Syllabi | Prepares 1 lecture guides | Prepares Exams For Midterm | Face to face | Face to face | Prepares Exams For Final | Fory 234, ForE134, Fmgt 126, All lec & lab |
| | | AEPasa | JANUARY-JUNE 2024 | Submits Course Syllabi | Prepares 1 lecture guides | Prepares Exams For Midterm | Face to face | Face to face | Prepares Exams For Final | FORY284, Fory 206, FGov133, FMgt 128, All lec & lab |
| | | TAPatindol | JANUARY-JUNE 2024 | Submits Course Syllabi | Develops lecture guide | Prepares Exams For Midterm | Face to face | Face to face | Prepares Exams For Final | FORY 234, ForE 149, Envi 124. All lec & lab |
| | | DPPeque | JANUARY-JUNE 2024 | Submits Course Syllabi | Prepares 1 lecture guides | Prepares Exams For Midterm | Face to face | Face to face | Prepares Exams For Final | FMgt 124, LAMP 234, all lec & lab |
| | | ANPolinar | JANUARY-JUNE 2024 | Submits Course Syllabi | Prepares 1 lecture guides | Prepares Exams For Midterm | Face to face | Face to face | Prepares Exams For Final | Fgov 136, FSci112, all lec & lab |
| | | SOBernaldez | JANUARY-JUNE 2024 | Submits Course Syllabi | Prepares 1 lecture guides | Prepares Exams For Midterm | Face to face | Face to face | Prepares Exams For Final | |
| | Reviewed/ Approves Thesis/Field Practice Manuscript | RSCome | JANUARY-JUNE 2024 | | | | Review Outlines | Review Outlines and Manuscript | Review Outlines and Manuscript | Paña, Elbiña Muñoz, Escobido, Cabusas, Bahinting, Francia, |

| | | | | | | | | | | |
|--|--|--------------------|-------------------|--------------------|--------------------|------------|-----------------|--------------------------------|--------------------------------|--|
| | s/Lab Exercises | | | | | | | | | Maglacion, Malinao |
| | | <i>TAPantindol</i> | JANUARY-JUNE 2024 | | | | Review Outlines | Review Outlines | Review Outlines | Lumba, Reyes, Gamutan, Item, Truya, Lorejas |
| | | <i>HLMondal</i> | JANUARY-JUNE 2024 | | | | Review Outlines | Review Outlines | Review Outlines | Guinocor, Flores, Tabios |
| | | <i>AEPasa</i> | JANUARY-JUNE 2024 | | | | Review Outlines | Review Outlines | Review Outlines | Moreno, Cortez, Lomocso, Austria, Baledo |
| | | <i>DPPeque</i> | JANUARY-JUNE 2024 | | | | Review Outlines | Review Outlines and Manuscript | Review Outlines and Manuscript | Sastre, Aguilar, Recosana, Lopez |
| | | <i>ANPolinar</i> | JANUARY-JUNE 2024 | | | | Review Outlines | Review Outlines | Review Thesis Manuscripts | Lagahit, Macuto, Caindoc, |
| | | <i>SOBernaldez</i> | JANUARY-JUNE 2024 | | | | Review Outlines | Review Outlines | Review Thesis Manuscripts | Esmedia, Banayag, Truya |
| | Spent Hours For Students Consultations | <i>HLMondal</i> | JANUARY-JUNE 2024 | Daily 12-1, 5-6 | Daily 12-1, 5-6 | Daily 8-5 | Daily 8-5 | Daily 12-1, 5-6 | Daily 12-1, 5-6 | Guinocor, Flores, Tabios |
| | | <i>AEPasa</i> | JANUARY-JUNE 2024 | Daily, 12:00 -1:00 | Daily, 12:00 -1:00 | Daily, 8-5 | Daily, 8-5 | Daily, 8-5 | Daily, 8-5 | Moreno, Cortez, Lomocso, Austria, Baledo |
| | | <i>DPPeque</i> | JANUARY-JUNE 2024 | Daily 12-1, 5-6 | Daily 12-1, 5-6 | Daily 8-5 | Daily 8-5 | Daily 8-5 | Daily 8-5 | Sastre, Aguilar, Recosana, Lopez |
| | | <i>ANPolinar</i> | JANUARY-JUNE 2024 | Daily, 12:00 -1:00 | Daily, 12:00 -1:00 | Daily, 8-5 | Daily, 8-5 | Daily, 8-5 | Daily, 8-5 | Lagahit, Macuto, Caindoc FSci112 & FGov136 students |
| | | <i>TAPatindol</i> | JANUARY-JUNE 2024 | Daily, 12:00 -1:00 | Daily, 12:00 -1:00 | Daily, 8-5 | Daily, 8-5 | Daily, 8-5 | Daily, 8-5 | Lumba, Reyes, Gamutan, Item, Truya, Lorejas |
| | | <i>RSCome</i> | JANUARY-JUNE 2024 | Daily, 12:00 -1:00 | Daily, 12:00 -1:00 | Daily, 8-5 | Daily, 8-5 | Daily, 8-5 | Daily, 8-5 | Paña, Elbiña Muñez, Escobido, Cabusas, Bahinting, Francia, |

| | | | | | | | | | | |
|---|--|-------------|-------------------|--------------------|---------------------|--------------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|---|
| | | | | | | | | | | Maglacion, Malinao |
| | | SOBernaldez | JANUARY-JUNE 2024 | Daily, 12:00 -1:00 | Daily, 12:00 - 1:00 | Daily, 8-5 | Daily, 8-5 | Daily, 8-5 | Daily, 8-5 | Esmedia, Banayag, |
| Gives Assignments, Quizzes, Exams, Etc. | | AEPasa | JANUARY-JUNE 2024 | | | | Checks Exams, Quizzes, & Assignments | Checks Exams, Quizzes, & Assignments | Checks Exams, Quizzes, & Assignments | Mondays, Wednesdays, Thursdays |
| | | RSCome | JANUARY-JUNE 2024 | | | | Checks Exams, Quizzes, & Assignments | Checks Exams, Quizzes, & Assignments | Checks Exams, Quizzes, & Assignments | Mondays, Tuesdays, Wednesdays, Thursdays |
| | | DPPeque | JANUARY-JUNE 2024 | | | | Checks Exams, Quizzes, & Assignments | Checks Exams, Quizzes, & Assignments | Checks Exams, Quizzes, & Assignments | Mondays, Thursdays, Saturday |
| | | ANPolinar | JANUARY-JUNE 2024 | | | | Checks Exams, Quizzes, & Assignments | Checks Exams, Quizzes, & Assignments | Checks Exams, Quizzes, & Assignments | Mondays, Tuesdays, Wednesdays, Thursdays, Fridays |
| | | HLMondal | JANUARY-JUNE 2024 | | | Checks Exams, Quizzes, & Assignments | Checks Exams, Quizzes, & Assignments | Checks Exams, Quizzes, & Assignments | Checks Exams, Quizzes, & Assignments | Mondays, Tuesday, Wednesdays, Thursdays, Fridays |
| | | TAPatindol | JANUARY-JUNE 2024 | | | Checks Exams, Quizzes, & Assignments | Checks Exams, Quizzes, & Assignments | Checks Exams, Quizzes, & Assignments | Checks Exams, Quizzes, & Assignments | Mondays, Wednesdays, Tuesdays, Thursday |
| | | SOBernaldez | JANUARY-JUNE 2024 | | | Checks Exams, Quizzes, & Assignments | Checks Exams, Quizzes, & Assignments | Checks Exams, Quizzes, & Assignments | Checks Exams, Quizzes, & Assignments | Mondays, Tuesdays, Thursday |
| Submits Grade Sheets | | TAPatindol | JANUARY-JUNE 2024 | | | Midterm Grades | | | Final Grades | Fsci124n, ForE149, FORY224 All lec & Lab |
| | | RSCome | JANUARY-JUNE 2024 | | | Midterm Grades | | | Final Grades | Fsci142, ForY198n, |

| | | | | | | | | | | |
|--|--|--------------------|-----------------------|--|--|---|--|--|---|---|
| | | | | | | | | | | FOR236, Fory199, FOR299 All lec & Lab |
| | | <i>HLMondal</i> | JANUARY- JUNE 2024 | | | Midterm Grades | | | Final Grades | ForE 134, FMgt 126, FOR234 All lec and Lab |
| | | <i>AEPasa</i> | JANUARY- JUNE 2024 | | | Midterm Grades | | | Final Grades | FGov124n, FMgt128, FOR284 All lec and Lab |
| | | <i>DPPeque</i> | JANUARY- JUNE 2024 | | | Midterm Grades | | | Final Grades | FMgt 124, FOR238 |
| | | <i>ANPolinar</i> | JANUARY- JUNE 2024 | | | Midterm Grades | | | Final Grades | FSci 112, FGov 136n Lec and Lab |
| | | <i>SOBernaldez</i> | JANUARY- JUNE 2024 | | | Midterm Grades | | | Final Grades | Fsci 124n, Fory 199, FMgt 124, Ecol 21f all lecl and lab |
| | Prepares power point lecture materials | <i>TAPatindol</i> | JANUARY- JUNE 2024 | Mondays, Wednesday s, Fridays, Tuesdays | Mondays, Wednesdays , Fridays, Tuesdays | Mondays, Wednesdays, Fridays, Tuesdays | Mondays, Wednesdays , Fridays, Tuesdays | Mondays, Wednesdays , Fridays, Tuesdays | Mondays, Wednesdays, Fridays, Tuesdays | Fsci124n, ForE149, FOR224 All lec & Lab |
| | | <i>AEPasa</i> | JANUARY- JUNE 2024 | Tuesdays, Thursdays | Tuesdays, Thursdays | Tuesdays, Thursdays | Tuesdays, Thursdays | Tuesdays, Thursdays | Tuesdays, Thursdays | FGov124n, FMgt128, FOR284 All lec and Lab |
| | | <i>RSCome</i> | JANUARY- JUNE 2024 | Wednesday s, Fridays | Wednesdays , Fridays | Wednesdays, Fridays | Wednesdays , Fridays | Wednesdays , Fridays | Wednesdays, Fridays | Fory199, FGov134n, FOR234 |
| | | <i>DPPeque</i> | JANUARY- JUNE 2024 | Tuesdays | Tuesdays | Tuesdays | Tuesdays | Tuesdays | Tuesdays | Mgt 124, FOR238 |
| | | <i>ANPolinar</i> | JANUARY- JUNE 2024 | Mondays, Wednesday s, Fridays | Mondays, Wednesdays , Fridays | Mondays, Wednesdays, Fridays | Mondays, Wednesdays , Fridays | Mondays, Wednesdays , Fridays | Mondays, Wednesdays, Fridays | FSci 112, FGov 136n Lec and Lab |
| | | <i>HLMondal</i> | JANUARY- JUNE 2024 | Mondays, Wednesday s, Fridays | Mondays, Wednesdays , Fridays | Mondays, Wednesdays, Fridays | Mondays, Wednesdays , Fridays | Mondays, Wednesdays , Fridays | Mondays, Wednesdays, Fridays | ForE 134, FMgt 126, FOR234 All lec and Lab |

| | | | | | | | | | | |
|--------------------------|---------------------|-------------|-------------------|--|--|--|-----------------------------|-----------------------------|-----------------------------|--|
| | | SOBernaldez | JANUARY-JUNE 2024 | Mondays, Tuesdays, Thursday | Mondays, Tuesdays, Thursday | Mondays, Tuesdays, Thursday | Mondays, Tuesdays, Thursday | Mondays, Tuesdays, Thursday | Mondays, Tuesdays, Thursday | Fsci 124n, Fory 199, FMgt 124, Ecol 21f all lecl and lab |
| MFO 2. Research Services | Conducts Researches | AEPasa | JANUARY-JUNE 2024 | Project Tarsier for HSSE, | | | | | | In-Country Coordinator Ongoing |
| | | DPPeque | JANUARY-JUNE 2024 | | | Green Carbon Inventory in Paranas Karst Forest | | | | As Co-Project Leader |
| | Makes appointments | AEPasa | JANUARY-JUNE 2024 | Green Carbon Inventory Research in Paranas, Samar | LGU's Climate Change Adaptive Capacity in Climate-Prone and Vulnerable in Eastern Visayas (Phase II) | | | | | As Project Leader (Ongoing) |
| | | DPPeque | JANUARY-JUNE 2024 | Component 3 "Developing a smart and Sustainable Disaster Management Model for eastern Visayas" | | | | | | As Component Leader |
| | | AEPasa | JANUARY-JUNE 2024 | Land Valuation/ Appraisal, Surveying and Assessment of LEIZ-Core in Merida, Leyte | | | | | | As Co-Study Leader |

| | | | | | | | | | | |
|---------------------------|---|--------------------------|-------------------|--|--|--|--|--|--|-----------------------------|
| | | <i>RSCome</i> | JANUARY-JUNE 2024 | | | " CITIZEN-SDSS: Using Citizen Science approaches and Spatial Decision Support Systems to foster nature-based solutions to sustain and expand the remaining forest landscapes of the Philippines" | | | | As Project Leader (Ongoing) |
| MFO 3. Extension Services | ATTENDS training, SEMINAR and workshops | <i>RSCome, HLmondal</i> | JANUARY-JUNE 2024 | | | | | " CITIZEN-SDSS: Using Citizen Science approaches and Spatial Decision Support Systems to foster nature-based solutions to sustain and expand the remaining forest landscapes of the Philippines" | | Participant |
| | | <i>AEPasa, ANPolinar</i> | JANUARY-JUNE 2024 | | | Project Tarsier for HSSE | | "WoMangrove Warriors Mangrove Rehabilitation" | | Participant |
| | | <i>SOBernaldez</i> | JANUARY-JUNE 2024 | | | | | " CITIZEN-SDSS: Using Citizen Science approaches and Spatial | | Participant |

| | | | | | | | | | | |
|---------------------------------------|--|---|-------------------|---|------|------|--|--|---|---|
| | | | | | | | | | Decision Support Systems to foster nature-based solutions to sustain and expand the remaining forest landscapes of the Philippines" | |
| | | <i>DPPeque</i> | JANUARY-JUNE 2024 | | | | | Component 3 "Developing a smart and Sustainable Disaster Management Model for eastern Visayas" | | Participant |
| | | <i>ANPolinar, AEPasa, DPeque</i> | JANUARY-JUNE 2024 | | | | LGU's Climate Change Adaptive Capacity in Climate-Prone and Vulnerable in Eastern Visayas (Phase II) | | | Participant |
| MFO 4. Administration Services | Signs appointments, requests, certificates, and etc. | <i>RSCome, HLmondal, ANPolinar, AEPasa, DPeque, TAPatindol, SOBernaldez</i> | JANUARY-JUNE 2024 | registration forms for enrollment as course adviser | | | manuscript outline, transmittal, approval sheet, routing slip | | | manuscript outline, transmittal, approval sheet, routing slip |
| | | <i>AEPasa,</i> | JANUARY-JUNE 2024 | Dean | Dean | Dean | Dean | Dean | Dean | Reimbursement, Replenishment, |

| | | | | | | | | | | |
|--|---|----------------------------|-------------------|---|---|---|---|---|---|---|
| | | <i>ANPolinar</i> | | As Head | As Head | As Head | As Head | As Head | As Head | Payment Vouchers & PR & PPMP job order Contracts, bills, etc. |
| | Attends meetings. | <i>All DFS Faculty</i> | JANUARY-JUNE 2024 | All DFS Faculty | All DFS Faculty | All DFS Faculty | All DFS Faculty | All DFS Faculty | All DFS Faculty | Departments, College, University Meetings |
| | Prepares minutes of meetings. | <i>HLMondal</i> | JANUARY-JUNE 2024 | Once | Once | Once | Once | Once | Once | As Department/Coll ege Secretary |
| | Reviews communications, letters, requests and appointments. | <i>AEPasa ANPolinar</i> | JANUARY-JUNE 2024 | Daily | Daily | Daily | Daily | Daily | Daily | Except When On Official Business/Seminars/Workshops |
| | Repairs tables, cabinets, doors, rooms and maintained CFES/DFS ornamental garden and etc. | <i>GSCirculad o</i> | JANUARY-JUNE 2024 | Daily | Daily | Daily | Daily | Daily | Daily | CFES Rooms and other infrastructures |
| | Perform Nursery and Forest Protection activities | <i>RNGloria</i> | JANUARY-JUNE 2024 | Produced tree seedlings, collect seedlings/wildlings, monitor and conduct patrolling activities | Produced tree seedlings, collect seedlings/wildlings, monitor and conduct patrolling activities | Produced tree seedlings, collect seedlings/wildlings, monitor and conduct patrolling activities | Produced tree seedlings, collect seedlings/wildlings, monitor and conduct patrolling activities | Produced tree seedlings, collect seedlings/wildlings, monitor and conduct patrolling activities | Produced tree seedlings, collect seedlings/wildlings, monitor and conduct patrolling activities | Tree seedling production, patrolling and monitoring of flowering mother trees |
| | Releases permits for bamboo cutting/fuel wood | <i>ANPolinar RMLaurino</i> | JANUARY-JUNE 2024 | | Residents From Utod, Patag, Gabas | Residents From Utod, Patag, Gabas | Residents From Utod, Patag, Gabas | Residents From Utod, Patag, Gabas | Residents From Utod, Patag, Gabas | Around 450 Permits Released |

| | | | | | | | | | | |
|--|--|-----------------------|-----------------------|--|--|---|--|--|--|--|
| | Performs bagging, sorting, weeding and watering of plants. | RNGloria RMLaurino | JANUARY- JUNE 2024 | Bagging, Sorting, Weeding, Watering | Bagging, Sorting, Weeding, Watering | Bagging, Sorting, Weeding, Watering | Bagging, Sorting, Weeding, Watering | Bagging, Sorting, Weeding, Watering | Bagging, Sorting, Weeding, Watering | Weekly, Every Other Day |
| | Inventory of trees for cutting/pruning | RMLaurino | JANUARY- JUNE 2024 | Inventory and make reports | Bagging, Sorting, Weeding, Watering | Bagging, Sorting, Weeding, Watering | Bagging, Sorting, Weeding, Watering | Bagging, Sorting, Weeding, Watering | Bagging, Sorting, Weeding, Watering | As requested by offices or individual person |

Prepared by:


ANATOLIO N. POLINAR
 Unit Head

PERFORMANCE MONITORING FORM

Name of Employee: TEOFANES A. PATINDOL

| 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 the prescribed period, makes himself available for students consultations during consultation hours, revises course syllabus, and approves manuscripts. | Very Impressive | January 1, 2024 | June 2024 | June 30, 2024 | Impressive | Very Satisfactory | Submitted Syllabus. Entertains the concerns of advisees during enrollment. |
| 2 | Attends training, seminars, and workshops. | Very Impressive | January 1, 2024 | June 2024 | June 30, 2024 | Impressive | Very Satisfactory | Able to multitask and maintain productivity |

| | | | | | | | | |
|---|--|-----------------|-----------------|-----------|---------------|-----------------|-------------|---|
| 3 | Attends meetings and workshops as instructed by immediate Head. | Very Impressive | January 1, 2024 | June 2024 | June 30, 2024 | Very Impressive | Outstanding | Attended DFS Faculty meetings regularly |
| 4 | Performs other functions such as; CFES Fund Sourcing and Financial Management Chairman, etc. | Very Impressive | January 1, 2024 | June 2024 | June 30, 2024 | Very Impressive | Outstanding | May ensure that report has been made |

*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. Teofanes A. Patindol

Performance Rating: 4.68 Outstanding

Aim: To improve the research and extension capability of the faculty

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

Date: January 2024

Target Date: March 2024

First Step:

Require Dr. Patindol to conduct research and extension activities.

Result:

Actively wrote project proposals.

Date: April 2024

Target Date: June 2024

Next Step:

Submit articles for reviews.

Outcome:

Dr. Patindol drafted articles related to his study on wildlife resources in Mt. Pangasugan.

Final Step/Recommendation:

Dr. Patindol may write more research proposals, especially on the topic relating to wildlife management being his major field of interest. Likewise, his encouraged to develop IMs for the graduate program of forestry.

Prepared by:


ANATOLIO N. POLINAR
Unit Head

Conforme:


TEOFANES A. PATINDOL
Ratee



TEACHING PERFORMANCE EVALUATION BY STUDENTS SUMMARY OF RATING

First Semester SY 2023-2024

Name of faculty: PATINDOL, TEOFANES A.

Department: Dept. of Forest Science

College: College of Forestry and Environment

| Course No. & Descriptive Title | | Lab/ Lec | RATING | | % Evaluation Rating |
|-----------------------------------|---|-------------|--------|-------------------|------------------------|
| | | | Num. | Adjec. | |
| FSci 123n | FOREST ECOLOGY | LEC | 4.00 | Very Satisfactory | 80.0% |
| FGov 149n | AGROFRESTRY AND SUSTAINABLE UPLAND DEVELOPMENT | LEC | 5.00 | Outstanding | 100.0% |
| FGov 149n | AGROFRESTRY AND SUSTAINABLE UPLAND DEVELOPMENT | LAB | 4.00 | Very Satisfactory | 80.0% |
| Envi 111f | ENVIRONMENTAL SUSTAINABILITY IN THE FOOD INDUSTRY | LEC | 5.00 | Outstanding | 100.0% |
| FORY225 | INSTITUTIONS AND THE ENVIRONMENT | LEC | 5.00 | Outstanding | 100.0% |
| FORY269 | FOREST WILDLIFE | LEC | 5.00 | Outstanding | 100.0% |
| FORY269 | FOREST WILDLIFE | LAB | 5.00 | Outstanding | 100.0% |
| Average Rating | | | 4.71 | Outstanding | 94.29% |

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 08, 2024

Attested by:

MA. RACHEL KIM L. AURE

Director, Instruction and Evaluation

Date: April 08, 2024

Received by:

PATINDOL, TEOFANES A.

Name and Signature of Faculty

Date: April 08, 2024

Distribution of copies: ODIE, College, Department, Faculty