



Exhibit K

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **Vasquez, Erlinda A.**

| Program Involvement (1) | Percentage Weight of Involvement (2) | Numerical Rating (Rating x%) (3) | Equivalent Numerical Rating (2x3) |
|----------------------------|---|--|---|
| Instruction | | | |
| Head/Dean (50%) | | $5.0 \times 50\% = 2.5$ | |
| Students (50%) | | $5.0 \times 50\% = 2.5$ | |
| TOTAL for Instruction | 25% | $5.0 \times 0.25 =$ | 1.25 |
| Research | 50% | $5.0 \times 0.50 =$ | 2.50 |
| Extension | 20% | $5.0 \times 0.20 =$ | 1.00 |
| Production | 2% | $4.67 \times 0.02 =$ | 0.09 |
| Administration | 3% | $5.0 \times 0.03 =$ | 0.15 |
| TOTAL | | | 4.99 |

EQUIVALENT NUMERICAL RATING: 4.99

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: **4.99**

ADJECTIVAL RATING:

Outstanding

Prepared by:

MARIA ELSA M. UMPAD
Administrative Officer II

Reviewed by:

ERLINDA A. VASQUEZ
Director

Approved:

OTHELLO B. CAPUNO
VP for R&E

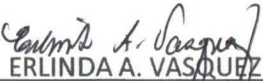
Vision: A globally competitive university for science, technology, and environmental conservation

Mission: Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.

“Exhibit B”

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, ERLINDA A. VASQUEZ, of PhilRootcrops commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period January 1, 2019 to June 30, 2019.


ERLINDA A. VASQUEZ
 Ratee

Approved: 
OTHELLO B. CAPUNO
 Head of Unit

| MFO & PAPs | Success Indicators | Tasks Assigned | Target | Actual Accomplishment | Rating | | | | Remarks |
|--|---|---|--------------------------|--|----------------|----------------|----------------|----------------|---|
| | | | | | Q ¹ | E ² | T ³ | A ⁴ | |
| MFO 1. Advanced & Higher Education Services | FTE | | | | | | | | |
| | • Courses taught | Handle 1 PProt course Lecture and lab | 4.0 | 19.54 Graduate Course: Entom 228 Undergraduate: Plt Prot 132 (Lecture & Lab) | 5 | 5 | 5 | 5 | |
| | • Number of Student Research Advising | Advise/guide students on thesis concerns | 1 Under-graduate student | 1 BS Students (BSA- Plt Prot) 2 MS Thesis Students | 5 | 5 | 5 | 5 | |
| | Number of Students served as GAC | None | None | 1 MS | 5 | 5 | 5 | 5 | |
| | • Manuscripts corrected and approved | Review and Approval of Manuscript | 1 | 5 BS (1 as Adviser, 4 as Member of Student Advisory Committee 1 PhD (As Adviser) | 5 | 5 | 5 | 5 | |
| MFO 2. Research Services | • Research projects conducted/implemented | • Research projects conducted/implemented | 3 Projects | 6 (with 2-3 studies each): - 4 DA-BAR funded - 2 VSU funded | 5 | 5 | 5 | 5 | |
| | • Project Proposals submitted for funding | • Project Proposals submitted for funding | 1/per yr | 1 for evaluation | 5 | 5 | 5 | 5 | Evaluated by DA-BAR panel 1 revised and approved |
| | • Number of Output presented : National | • Papers presented : National | 1 | 4 DA-BAR PProjects during the Annual Progress Review | 5 | 5 | 5 | 5 | |

| | | | | | | | | | |
|---------------------------|---|--|---|--|--|--|--|--|--|
| MFO 3. Extension Services | <ul style="list-style-type: none"> • Design national cassava symposium • No. of trainings co-organized • Number of DA-personnel and LGU technicians trained • Number of rootcrop farmers trained • Technical expert service • Member –National TWG on Cassava • No. of planting materials distributed for Technologies generated and disseminated | Act as proponent and co-proponent for congress to be conducted Cassava Production and Integrated Pest Mgt To serve as lecturer/ Resource Person/ Lecturer/ Resource Person Lecturer/Resource Person TWG meeting Gov't institution Private IPM | 2 1 30 40 1 2 50 K 2 | ATI-funded for Mar 2019 Symposium 2 NGOs (CARE Phil.) 90 (1 BPJ, 4-ATI, 1-LWR,) 70 (POs, farmer leaders in Carigara, Leyte) 5 Trainings and Seminars 5 meetings 110 K sweetpotato for UNDP-FAO intended for Marawi 4 (Cassava IPM,SP- IPM, Antibiotic for CPD control, Pheromone for SWP Weevil control) | 5 5 5 5 5 5 5 5 | 5 5 5 5 5 5 5 5 | 5 5 5 5 5 5 5 5 | 5 5 5 5 5 5 5 5 | |
| | <ul style="list-style-type: none"> • 100% of Self-liquidating project | As Project Leader of : 1. Production of Quality Planting Materials of Root Crops 2. Sweetpotato Weevil Pheromone 1. Production of Quality Planting Materials of Root Crops: Sweetpotato & Cassava 2. SPW Weevil Pheromone | 1 50K 5 5K 1.5K | 2 projects 110 K sweetpotato cuttings 20 sachets Php 55 K from sweetpotato Php 4,5 K from 15 sachets | 5 5 5 5 5 | 5 5 5 5 5 | 5 5 5 5 5 | 5 5 5 5 5 | |
| | <ul style="list-style-type: none"> • Amount of income generated from technologies | | | | | | | | |
| | <ul style="list-style-type: none"> • Number of meetings attended as Director of PhilRootcrops • Number of meetings presided as Director • Number of meetings presided as Head of Pest Management Section | Attendance Monthly meeting Monthly meeting with RAs and laborers | 80% 6 3 | 100% attendance 6-100% accomplished 6-100% accomplished | 5 5 5 | 5 5 5 | 5 4 5 | 5 4.67 5 | |
| | MFO 5. Administrative Functions | | | | | | | | |

| | | | | | | | | | |
|----------------------------|---|--|-----|---------------|---|---|-----|------|--|
| | <ul style="list-style-type: none"> Number of MOUs of approved projects Prompt and speedy signing/ actions of administrative and financial documents | MOU facilitation | 1 | 2 (DA-BAR) | 5 | 5 | 5 | 5 | |
| | | 100% signed and acted within two days without zero complaint | 80% | 100% complied | 5 | 5 | 5 | 5 | |
| Total Over-I Rating | | | | | 5 | 5 | 118 | 4.98 | |


| | | |
|--|--|-------------|
| Average Rating (Total Over-all rating divided by 4) | | |
| Additional Points: | | |
| Punctuality | | |
| Approved Additional points (with copy of approval) | | |
| FINAL RATING | | 4.98 |
| ADJECTIVAL RATING | | Outstanding |

Comments & Recommendations for Development Purpose:

To attend capability build-up trainings like leadership, organizational management, research management etc.


To publish research results in CHED refereed journals

Evaluated & Rated by:


JOSE L. BACUSMO
Department /Unit Head
President

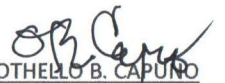
Date: _____

Recommending Approval:


JOSE L. BACUSMO
Director for Research

Date: _____

Approved by:


OTHELLO B. CAPUNO
Vice President, Research & Extension

Date: _____

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

PERFORMANCE MONITORING & COACHING JOURNAL

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

Name of Office: PhilRootcrops

Head of Office: Dr. Erlinda A. Vasquez

Name of Faculty/Staff: Vasquez, Erlinda A.

Erlinda A. Vasquez

| Activity Monitoring | MECHANISM | | | | Remarks |
|---|---|---|--------------------------------|--------------------------|---|
| | Meeting | | Memo | Others (Pls. specify) | |
| | One-on-One | Group | | | |
| Monitoring Jan 7, 2019 March 1, 2019 April 1, 2019 May 20, 2019 June 17, 2019 | One-on-one discussion on project / program progress | Monthly PRDC Meeting | Issuance of internal memoranda | | Conduct of monthly PRDC meetings |
| Coaching Discuss ways to improve the execution of assigned tasks | Research proposal preparation/submission To DA/DA-BAR/PCAARRDD/other agencies | One-on-one discussion on project progress Group coaching during PRDC Jan 7, 2019 March 1, 2019 April 1, 2019 May 20, 2019 June 17, 2019 | | | Proposal prepared and submitted to DA-BAR/DA/PCAARRDD / other agencies New proposal for evaluation |

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

Conducted by:

Othello B. Capuno
OTHELLO B. CAPUNO
VP for Research and Extension

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **ERLINDA A. VASQUEZ**Performance Rating: **Outstanding**

Aim: To become an effective researcher, professor and administrator.

Proposed Interventions to Improve Performance:

Date: January 1, 2019Target Date: June 30, 2019

First Step:

-
- Implements on-going research projects
Prepares proposals based on the different thrusts of the funding agencies.
 - Prepares papers for publication
 - Performs instruction and student advising to Plant Protection and Biotech students (graduate and undergraduate)
 - Conducts meetings with PRDC, research assistants/ aides, administrative staff and laborers

Result:

-
- Research projects implemented and subjected to annual review by OVPRE
 - Proposals prepared and submitted for review and funding to DA-BAR
 - Papers for publication in progress
 - Served as professor and student advisers to graduate and undergraduate students
 - Conducted meetings with faculty, staff and laborers
-

Date: July 1, 2019Target Date: Dec 31, 2019

Next Step:

-
- Follow-up the status of submitted proposals to the different funding agencies (DA-BAR, PCAARRD)
-
- Submits papers for publication
-
- Attends managerial trainings to enhance skills in management and administration
-

Outcome: Proposal approved by DA-BAR for implementation in CY 2020
presented outputs in different scientific gatherings (national and international)

Paper for submission to scientific journals

Enhanced skills in leadership, management and administration

Final Step/Recommendation:

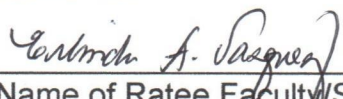
To maintain performance and or exceed the current performance; to submit more proposals and continue doing the assigned functions in research, extension, production and administration

To attend managerial trainings / capability build-up trainings

Prepared by:


OTHELLO B. CAPUNO
VP for Research and Extension

Conforme:


Name of Ratee Faculty/Staff