SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: Ms.Crisilda B. Mazo

Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head/Dean (50%)		2.37	
b. Students (50%)		2.38	
TOTAL for Instruction	85%	4.74	4.03
2. Research	0%	0	0
3. Extension	0%	0	0
4. Support of Operation	10%	5.00	0.50
5. Administration	5%	5.00	0.25
TOTAL			4.78

EQUIVALENT NUMERICAL RATING: 4.78
Add: Additional Points, if any:
TOTAL NUMERICAL RATING: 4.78

ADJECTIVAL RATING: Outstanding

Prepared by: Reviewed by:

CRISILDA B. MAZO   **CLIMACO D. ESPINA JR.**
Name of Faculty   Department Head

                                      Recommending Approval:

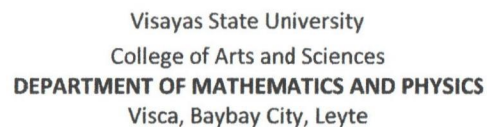   **CANDELARIO L. CALIBO**
                                      Dean, CAS

                                      Approved by:

                                      BEATRIZ S. BELONIAS
                                      Vice President for Instruction

Visayas State University

College of Arts and Sciences

DEPARTMENT OF MATHEMATICS AND PHYSICS

Visca, Baybay City, Leyte

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **CRISILDA B. MAZO**, of the DEPARTMENT OF MATHEMATICS AND PHYSICS, **Colleges of Arts and Sciences** commit to the deliver and agree to be rated on the attainment of the following accomplishment in accordance with the indicated measures for the period January 1, 2019 to June 30, 2019

CRISILDA B. MAZO
Instructor I
Date: _____

CLIMACO D. ESPINA JR.
Head, DMP
Date: _____

Rating Equivalents:
5 - Outstanding
4 - Very Satisfactory
3 - Satisfactory
2 - Fair

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Program/ Activities / Projects	Tasks Assigned	Target	Actual Accomplishment	Quality	Eficiency	Timeliness	Average	Remarks
MF01	Higher Education Services	**PI 1**. Number of FTE	Instruction	Teaches: Phys 11 (1 lec, 2 lab), Phys 21 (1 lab), Scts 11 (1 lec), Phys 14 (1 lec, 1lab) = 2nd sem. 2018-2019	18	86.23	5	5	5	5.00	Teacher's leave
		PI 2. Number of instructional materials developed	Preparation/ Revising/ Encoding/								
		Revised syllabi	Instruction	Prepared revised syllabi	1	1	5	5	4	4.67	Phys 14
		New Powerpoint lecture presentation (per course)		Prepares powerpoint	1	1	5	5	4	4.67	Scts 11
		PI 3. Additional outputs									
		Numbers of hours checking papers		Check papers	2	**5**	5	5	4	4.67	2nd Sem SY 2018-2019 subjects
		Numbers of hours class preparation		Prepares class preparation	2	**5**	5	5	4	4.67	2nd Sem SY 2018-2019 subjects

							Q	E	T		
						Total points				23.67	
MFO 5	**Support to Students**	PI.2 Number of hours spe	Support to stude	Entertained students	50	60	5	5	5	5.00	regarding subject matters, grades
		P.3 Additional Outputs									
						Total points				5.00	
MFO 6	**General Admin. & Support Services (GASS)**										
	Efficient & Constumor Friendly	Zero percent complaint from clients served	General services	Entertains clients	0% complai	0% no valid complaint	5	5	5	5.00	Students, Parents, Faculty & Staff
	Total Over-all Rating					**Total points**				5.00	
										33.67	
	Average Rating									4.81	
	Adjectival Rating									O	

Average Rating (Total Over-all rating divided by 4)	4.81	
Additional Points:		
Punctuality		
Approved Additional points (with copy of approval)		
FINAL RATING	4.81	
ADJECTIVAL RATING		

Comments & Recommendations for Development Purpose:
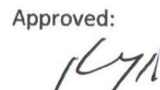
KEEP IT UP !

Evaluated and Review:

CLIMACO D. ESPINA, JR.
Dept. Head/Unit Head
Date: _____

Recommending Approval:

CANDELARIO L. CALIBO
Dean, CAS
Date: _____

Approved:

BEATRIZ S. BELONIAS
Vice President for Instruction
Date: _____

1 - Quality   2 - Efficiency   3 - Tmeliness   4 - Average

"Exhibit I"

PERFORMANCE MONITORING FORM

Name of Employee: **MS. CRISILDA B. MAZO**

Task No.	Task Description	Expected Output	Date Assigned	Expected Date to Accomplish	Actual Date accomplished	Quality of Output*	Over-all assessment of output**	Remarks/Recommen-dation
1.	Teaches: Phys 11 (1 lec, 2 lab), Phys 21 (1 lab), Scts 11 (1 lec), Phys 14 (1 lec, 1lab) = 2nd sem. 2018-2019	Regular attendance in the assigned classes, grade sheet per courses taught, and good result of student performance evaluation	Jan.2019	March 2019	June 2019	Impressive	Outstanding	Improve performance with respect to students' comments on TPES.
2.	Assist students through students consultation	Improved student performance	Jan.2019	March 2019	June 2019	Impressive	Outstanding	Provide more interventions for the improvement of students
3.	Prepares course syllabi updates	Approved course syllabi in Phys 11, 21, Phys 14	Jan.2019	March 2019	June 2019	Impressive	Outstanding	Follow OBE format as prescribed
4.	Submission of midterm grades and final grades	Grades submitted to register	Jan.2019	March 2019	June 2019	Impressive	Outstanding	

#								
5.	Participate in all activities conducted by the department, college and the university	Attendance, certificates if applicable	Jan 2019	June 2019	June 2019	Needs improvement	Very Satisfactory	Participates actively in all activities
6.	Perform other functions assign by the head	Reports	Jan 2019	June 2019	June 2019	Needs improvement	Very Satisfactory	Perform functions duly assigned to her

* Either very impressive, impressive, needs improvement, poor, very poor
** Outstanding, very satisfactory, satisfactory, unsatisfactory, poor

Prepared by:

CLIMACO D. ESPINA, JR.
Unit Head

EXHIBIT L

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: CRISILDA B. MAZO

Performance Rating: Outstanding

Aim: Assist her to pursue Masteral degree in Physics.

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

Date: _____   Target Date: One year from date of intervention

First Step:

    Endorsed her status from substitute to temporary to the Academic Personnel Committee so that she can pursue graduate studies with pay.

Result: She will be able to have a temporary position.
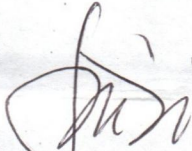
Date: _____   Target Date: End of first semester

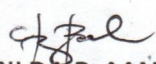Next Step: To continue giving her moral support in teaching.

Outcome: High moral

Final Step/Recommendation: NA

Prepared by:

CLIMACO D. ESPINA JR.
DMP Head

Conforme:

CRISILDA B. MAZO
Ratee