




INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, ANGELICA P. BALDOS, a faculty member of the DEPARTMENT OF FOREST SCIENCE commit to the deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period JULY 2023\*.

\*On Sabbatical Leave from August 1, 2023 to July 31, 2024

  
**ANGELICA P. BALDOS**  
 Associate Professor V  
 Date: 1/8/24

Approved:  
  
**ANATOLIO N. POLINAR**  
 Department Head  
 Date: 1/12/24

  
**DENNIS P. PEQUE**  
 College Dean  
 Date: 1/15/24

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										
OVPAAMFO 2. Graduate Student Management Services										
	PI 8: Number of graduate students advised *	A2. Number of students advised	Acts as academic adviser to graduate students	1	NA					
		A3. Number of students advised on								
		As GAC Member	Advises and corrects research outline and thesis/SP/dissertation	1	NA					
		A4. Number of students entertained for	Entertains students seeking	5	NA					
	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							
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	NA					
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	1	NA					
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	3	NA					
		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	NA					

		A 7 : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom	1	NA				
<b>UMFO 2. HIGHER EDUCATION SERVICES</b>									
<b>OVPA UMFO 3. Higher Education Management Services</b>									
	<b>PI 5:</b> Total FTE, coordinated, implemented and monitored *	<b>A9.</b> Actual Faculty's FTE	Handles and teaches courses assigned	12	NA				
		<b>A10.</b> Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	4	NA				
		<b>A12.</b> Number of trainings attended related to instruction	Attend mandated trainings	1	NA				
		<b>A13.</b> Number of long examinations administered and checked	Administers and checks long examination for subjects taught	8	NA				
		<b>A14.</b> Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	10	NA				
		<b>A15.</b> Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	30	NA				
	<b>PI 8:</b> Number of students advised: *	<b>A16.</b> Number of students advised:	Acts as academic adviser to students	10	NA				
		<b>A17.</b> Number of students advised on thesis/ field practice/special problem		1	NA				
		<b>A18.</b> Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	20	NA				
	<b>PI 9:</b> Number of student organizations advised/ assisted *	<b>A19.</b> Number of Student organizations advised	Advises student organizations recognized by USSO	1	NA				
		<b>A20.</b> Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities	1	NA				
	<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	1	NA				
		<i>On-line ready courseware</i>	Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	NA				

Targets accomplished in period Jan-Jun 2023; On Sabbatical Leave from August 1, 2023 - July 31, 2024



		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	2	NA				
		Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	6	NA				
		A 23 : 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	2	NA				
		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	2	NA				
<b>UMFO 3 . RESEARCH SERVICES</b>									
	PI 3. Percentage of research outputs published in internationally-referred or CHED recognized journal within the year*	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 or CHED recognized journals		1	100% (1/1)				Baldos, A and Lacerna, L. 2023. Survival and early growth performance of root-pruned diptorecarp wildlings. Annals of Tropical Research 45(2):112-121
<b>UMFO 4. EXTENSION SERVICES</b>									
	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 Mentoring	Research Mentor		1	NA				
	Resource Persons	Resource Persons		1	NA				
<b>UMFO 5. SUPPORT TO OPERATIONS</b>									
<b>OVPAA 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-conformity	NA				

		<b>A 45.</b> Compliant to all requirements of the program and institutional accreditations:	Prepares required documents and complies requirements as prescribed in the accreditation tools	100% compliant	NA					Targets accomplished in period Jan-Jun 2023; On Sabbatical Leave from August 1, 2023 - July 31, 2024
		On program accreditations		100% compliant	NA					
		On institutional accreditations		100% compliant	NA					
<b>UMFO 6. General Admin. &amp; Support Services (GASS)</b>					NA					
	<b>PI 2.</b> Zero percent complaint from clients served	<b>A 46.</b> Customerly friendly frontline services	Provides customer friendly frontline services to clients	Zero % complaints	NA					
		<i>Number of meetings attended</i>	CFES	1	NA					
			DFS	1	NA					
			Committee	1	NA					
			University	1	NA					
			Project	1	NA					
	<b>Total Over-all Rating</b>									
	<b>Average Rating</b>									
	<b>Adjectival Rating</b>									

Evaluated & Rated by:

  
**ANATOLIO N. POLINAR**

Department Head

Date: 1/12/24


Recommending Approval:

  
**DENNIS P. PEQUER**

Dean

Date: 1/15/24

Approved by:

  
**BEATRIZ S. BELONIAS**

Vice President for Academic Affairs

Date: 01/21/24

## PERFORMANCE MONITORING FORM

Name of Employee: ANGELICA P. BALDOS

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 prescribed period, and makes herself available for students consultations during consultation hours.	Very Impressive	July 1, 2023	July 2023	July 31, 2023	Impressive	Very Satisfactory	Submitted grades and Returned corrected manuscripts on time.
2	Performs research and extension functions such as; prepares research/extension	Very Impressive	July 1, 2023	July 2023	July 31, 2023	Impressive	Very Satisfactory	Pinoy Tannin Project



	proposals, implements duly approved research/extension projects within approved time frame, prepares reports and outputs and submit for publications.							
3	Performs functions Chairman of Forester's Licensure Exam Review	Very Impressive	July 1, 2023	July 2023	July 31, 2023	Impressive	Very Satisfactory	Assist in the organization of DFS Faculty schedules
4	Performs other functions such as; member of VSU Academic Council and etc.	Very Impressive	July 1, 2023	July 2023	July 31, 2023	Very Impressive	Outstanding	Able to multitask and maintain productivity

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

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

Prepared by:

  
**ANATOLIO N. POLINAR**  
Unit Head