

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: Prof. Alan B. Loreto

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
Instruction			
Head/Dean (50%)		5.0 x 50%= 2.50	
Students (50%)		5.0 x 50% = 2.50	
TOTAL for Instruction	25%	5.0 X 0.25 =	1.25
Research	50%	5.00 X 0.50 =	2.50
Extension	20%	4.67 x 0.20 =	0.93
Administration	5%	4.67 x 0.05 =	0.23
TOTAL			4.91

EQUIVALENT NUMERICAL RATING: 4.91

Add: Additional Points, if any:

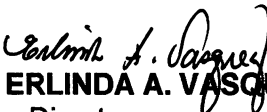
TOTAL NUMERICAL RATING: 4.91

ADJECTIVAL RATING: Outstanding

Prepared by:


MARIA ELSA M. UMPAD
Administrative Officer

Reviewed by:

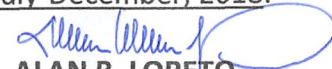

ERLINDA A. VASQUEZ
Director

Approved:


OTHELLO B. CAPUNO
VP for Res. & Ext.

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **ALAN B. LORETO**, of the 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 July-December, 2018.


ALAN B. LORETO
 Ratee

Approved: 
ERLINDA A. VASQUEZ
 Head of Unit

MFO & PAPs	Success Indicators	Tasks Assigned	2018 Target	Actual Accomplishment	Rating				Remarks
					Q ¹	E ²	T ³	A ⁴	
MFO 2: Higher Education Services	<ul style="list-style-type: none"> FTE Thesis Adviser/Committee Member 	<ul style="list-style-type: none"> Teach GEng 135 Serve as thesis adviser/committee member 	1 subject	1 course					
			2 BSGE students	2 Thesis Advisees	5	5	5	5	
MFO 3: Research Services	<ul style="list-style-type: none"> Number of Outputs Presented in Regional/ National/ International Fora /Conferences Amount/value of research funds/resources externally generated Number of research on-going research projects conducted Number of research collaborations 	<ul style="list-style-type: none"> Make research proposals Present in research review/conference Research fund generation Research projects assigned either as project/study leader Research projects with collaboration outside VSU 	1 project 1 presentation	3 Projects 3 Presentations					
			P1.0M	1 M – AMIA 6.5 M – VSU AFTBI	5	5	5	5	
			2	2					
			1	2					
MFO 4: Extension Services	<ul style="list-style-type: none"> Number of persons-days trained 	<ul style="list-style-type: none"> Conduct training 	2	3 (1-AMIA Project, 2-Climate Change VA)	5	5	4	4.67	
Production Services	<ul style="list-style-type: none"> Number of income generation projects monitored, improved on scheduled 	<ul style="list-style-type: none"> Process Engineer of VSU Pilot Feedmill 	1	1					
MFO6: General Adm. Support Services	<ul style="list-style-type: none"> Number of biddings and related meetings attended 	<ul style="list-style-type: none"> Member of Bids and Awards Committee 	3	6	5	5	4	4.67	
	<ul style="list-style-type: none"> Number of MOU/MOAs facilitated related to IP Tech Transfer 	<ul style="list-style-type: none"> Drafts MOU/MOA with IP related concerns 	1	1					
	<ul style="list-style-type: none"> Number of technologies facilitated for protection 	<ul style="list-style-type: none"> Invention Disclosures and Patent drafted 	2	14					
	<ul style="list-style-type: none"> 100% of meetings and travels convened/ presided/facilitated/ photo-documented 	<ul style="list-style-type: none"> Convene, preside, facilitate meetings and travels 	100%	100 %					
	<ul style="list-style-type: none"> 100% of University-wide and PhilRootcrops committee assignments complied 	<ul style="list-style-type: none"> Do assigned tasks for committees 	100%	100 %					
Total Overall Rating									4.84

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


Comments & Recommendations for Development Purpose:

To publish articles in research journal out of 1 based on the results of the researches conducted

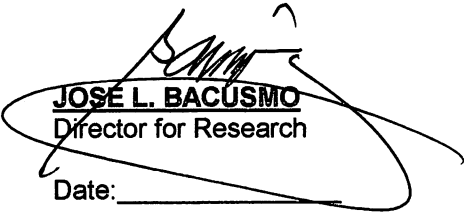
Evaluated and Rated by:

Recommending Approval:

Approved by:


ERLINDA A. VASQUEZ
Director

Date: _____


JOSE L. BACUSMO
Director for Research

Date: _____


OTHELLO B. CAPUNO
VP for Research & Extension

Date: _____

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

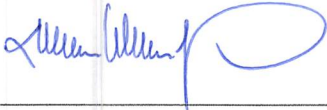
PERFORMANCE MONITORING & COACHING JOURNAL

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

Name of Office: PhilRootcrops

Head of Office: Dr. Erlinda A. Vasquez


Name of Personnel: ALAN B. LORETO



Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring Aug 6, 2018 Sept 3, 2018 Oct 11, 2018 Nov 5, 2018 Dec 3, 2018	one-on-one discussion on project / program progress	Monthly PRDC meeting	Issuance of of internal memoranda		Attendance to PRDC monthly Meetings by the members of the Research and Development Council
Coaching	Research proposal production to DA/DA-BAR/PCAARRD /other agencies submission	one-on-one discussion on project progress Group coaching during PRDC Meetings Aug 6, 2018 Sept 3, 2018 Oct 11, 2018 Nov 5, 2018 Dec 3, 2018			Proposal prepared and submitted to DA-BAR / PCAARRD /other agencies New proposal for evaluation

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

Conducted by:


ERLINDA A. VASQUEZ
Immediate Supervisor

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **ALAN B. LORETO**
Performance Rating: **Outstanding**

Aim: Making of fundable research proposals

Proposed Interventions to Improve Performance:

Date: July 2018

Target Date: December 31, 2018

First Step:

Secure priority research areas from different funding agencies
Write research proposals and submit to funding agencies for evaluation
Defend research proposals to panel reviewers
Continue with the implementation of on-going projects
Prepare articles for publication in refereed journals

Result:

Research proposal ready for submission to funding agency/ies

Project activities conducted and implemented

Articles polished and ready for submission to journals

Date: Jan 01, 2019

Target Date: July 30, 2019

Next Step:

Follow-up progress of the submitted proposals

Continue with the implementation of on-going projects

Preparation of agency project reports

Submitted articles for review by editors of the journals

Outcome:

Agency reports submitted to funding agency
Articles ready for publication
Research proposals funded

Final Step / Recommendation:

To prepare proposals ready for funding.
To publish research article in refereed journal.

Prepared by:


ERLINDA A. VASQUEZ
Director

Conforme:



Name of Ratee/Faculty / Staff