

## Summary of Individual Ratings of Faculty Members with Multiple Functions

INSTITUTE OF TROPICAL ECOLOGY AND ENVIRONMENTAL  
MANAGEMENT (ITEEM)

**ANGELITA B. ORIAS**

PROGRAM INVOLVEMENT (1)	PERCENTAGE WEIGHT OF INVOLVEMENT (2)	NUMERICAL RATING (RATING x %) (3)	EQUIVALENT NUMERICAL RATING (2 x 3)
1. Instruction			
a. Head/Dean (50%)	35%	4.9	1.7
b. Students (50%)	35%	4.0	1.4
TOTAL			
2. Research	11%	5.0	0.6
3. Extension	11%	4.9	0.5
4. Administration	8%	4.6	0.4
5. Production			
TOTAL	100%		4.6

Reviewed by:

MARLITO JOSE M. BANDE  
Department/Office Head

DENNIS P. PEQUE  
Dean, CFES

BEATRIZ S. BELONIAS  
Vice-President for Instruction

**“Exhibit B”**

**INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)**

I, ANGELITA B. ORIAS of the INSTITUTE OF TROPICAL ECOLOGY AND ENVIRONMENTAL MANAGEMENT (ITEEM), COLLEGE OF FORESTRY AND ENVIRONMENTAL SCIENCE (CFES) 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, 2019.

  
**ANGELITA B. ORIAS**  
Ratee

  
Approved: **MARLITO JOSE M. BANDE**  
Director, ITEEM

MFO & PAPs	Success Indicators	Tasks Assigned	Target	Actual Accomplish ment	Rating				Remarks
					Q <sup>1</sup>	E <sup>2</sup>	T <sup>3</sup>	A <sup>4</sup>	
UMFO 2	HIGHER EDUCATION SERVICES								
ITEEM MFO 1	Curriculum Program								
PI 1	Total FTE monitored	Taught the following courses: ENVI 11 and ENVI 111 for the S.Y. 2019-2020 (1st semester)	2	39.5	5	5	5	5	ENVI 11: (MWF 10-11, 47 students); (MWF 12-1, 27 students); (MWF 4-5, 36 students); (TTh 7-8:30, 51 students); (TTh 8:30-10, 50 students) ENVI 111: (MW 9-10 (lec), 30 students); (Thu 1-4 (lab), 30 students)
PI 9	Number of course syllabus developed	Revised and developed course syllabus (ENVI 11 and ENVI 111)	-	2	5	5	5	5	ENVI 11 and ENVI 111
UMFO 3	RESEARCH SERVICES								
PI 2	Number of research outputs presented in local/regional/national /international fora/ conferences	Oral Presenter	-	1	5	5	5	5	Mainstreaming on Rainforestation in the Philippines
PI 3	Number of research project/study conducted	Study Leader	-	2	5	5	5	5	Mineral Nutrition of Late Successional Species; Effect of Mycorrhizae to the Growth Performance of Dipterocarp Species in Marginal Grassland in Inopacan
PI 6	Number of studies presented	Oral Presenter	-	1	5	5	5	5	Mainstreaming on Rainforestation in the Philippines
PI 9	Additional outputs:								
	Number of MOAs drafted, prepared	Drafted and facilitated the review and revision of MOA by concerned offices within VSU and partner organization	-	2	5	5	5	5	VSU-Coastal Carolina University; VSU-RISE

MFO & PAPs	Success Indicators	Tasks Assigned	Target	Actual Accomplishment	Rating				Remarks
					Q <sup>1</sup>	E <sup>2</sup>	T <sup>3</sup>	A <sup>4</sup>	
	Number of terminal/accomplishment reports submitted	Prepared and submitted the annual report and YRRP Progress Report for DA-Regional Field Office 8	1	2	✓	✓	✓	✓	ITEEM Annual Report; YRRP Progress Report for DA-Regional Field Office 8
<b>UMFO 4</b>	<b>EXTENSION SERVICES</b>								
PI 1	Number of person-days trained weighted by length of training	Resource Person/ Coordinator/Facilitator	50	376	✓	✓	✓	✓	YRRP Training
PI 2	Number of trainings conducted	Resource Person/ Coordinator/Facilitator	-	19	✓	✓	✓	✓	17 YRRP Training; 2 ELTI Training
PI3	Number of IEC materials/Rainforestation development plan/technoguides developed/used	Facilitated on development of rainforestation farm plan	1	71	✓	✓	✓	✓	Rainforestation Adopters Development Plans
PI 4	Number of beneficiaries/clients served	Technical Person/Facilitator	50	376	✓	✓	✓	✓	Participants of the YRRP Training
PI 5	Number of technical/expert services	Technical Person	1	3	✓	✓	✓	✓	(1) Rapid Site Assessment prior to Rainforestation Development; (2) Establishment of Rainforestation Adopters Farm; (3) Conduct Rainforestation Training
PI 6	Number of extension projects/components conducted	Component Leader	-	2	✓	✓	✓	✓	Mainstreaming Rainforestation in the Philippines; and CO <sub>2</sub> Compensation Project
PI 11	<i>Additional outputs:</i>								
	Number of scientific fora attended as speaker/resource persons	Oral Presenter	1	1	✓	✓	✓	✓	RDE In-house Review
	Number of farmers association/individual RF adopters monitored and assisted	Assisted the farmers' association in realization of its targets and objectives.	1	3	✓	✓	✓	✓	Cienda-San Vicente Farmers Association (CSVFA); Patag Rainforest Association (PRA); Hindang Persons with Disability Agricultural Cooperative (HIPEDAC)
	Number of in-house seminars/trainings/workshops/reviews conducted/attended	Participant/Facilitator/Resource Person	1	20	✓	✓	✓	✓	YRRP Training (17); ELTI Training (2); RDE In-house Review
<b>UMFO 5</b>	<b>SUPPORT TO OPERATIONS (STO)</b>								
<b>ITEEM MFO 1</b>	<b>Faculty Development Services</b>								
PI 2	Number of seminars/trainings/conventions/workshops coordinated for entire university	Resource Person/ Coordinator/ Facilitator	1	2	✓	✓	✓	✓	International Youth Meet Up Ball; Agham Conference
PI 3	Number of seminars/trainings/conventions/workshops coordinated outside the university	Resource Person/ Coordinator/ Facilitator	-	19	✓	✓	✓	✓	17 YRRP Training; 2 ELTI
PI 4	<i>Additional outputs:</i>								

MFO & PAPs	Success Indicators	Tasks Assigned	Target	Actual Accomplishment	Rating				Remarks
					Q <sup>1</sup>	E <sup>2</sup>	T <sup>3</sup>	A <sup>4</sup>	
	Number of activities organized/attended/assisted/participated/facilitated	Facilitator/Participant	1	21	5	5	5	5	International Youth Meet Up Ball; Agham Conference; 17 YRRP Training; 2 ELTI
<b>ITEEM MFO 3</b>	<b>Faculty Evaluation Services</b>								
PI 1	Individual Faculty Students Evaluation	Instructor	VS	VS (4.00)	4	4	4	4	Envi 11 (MWF 4-5) – 5.00 Outstanding Envi 11 (TTh 8:30-10) – 4.00 Very Satisfactory Envi 111 (MW 9-10) – 3.00 Satisfactory
<b>ITEEM MFO 5</b>	<b>Guidance and Counselling &amp; Support to Students Services</b>								
PI 1	Number of guidance activities conducted	Consultation and Facilitation	1	5	5	5	5	5	Consultation with BSEM students having social and academic concerns.
PI 2	Number of students who have availed of guidance and counselling services	Department-Based Guidance Facilitator (DBGF)	7	10	5	5	5	5	BSEM graduating students RE: academic concern
<b>UMFO 5</b>	<b>GENERAL ADMINISTRATION AND SUPPORT</b>								
PI 1.2	Number of faculty/staff supervised and monitored (including project based staff)	Supervisor	-	2	5	5	5	5	Matinao, Gerald and Matinao, Nerio
PI 3	Number of management meetings conducted/attended	Participated the meeting	3	6	5	5	5	5	ITEEM and CFES staff meetings
PI 4	Number of academic lecture/ laboratory rooms maintained	Training room and laboratory In-charge (TED)	-	4	5	5	5	5	Terrestrial Ecosystems Division
PI 5	Number of equipment maintained	Equipment In-charge	1	8	5	5	5	5	oven, analytical balance, data logger, light meter, digital balance ( 2 unit), megaphone (2 unit)
PI 6	Area (hectare) of lawn and demonstration farms maintained	Supervisor	1	14	5	5	5	5	Inopacan Long-term Research Plots (14 ha)
PI 10	Number of office/training facilities/equipment maintained per week	Equipment In-charge	1	8	5	5	5	5	oven, analytical balance, data logger, light meter, digital balance ( 2 unit), megaphone (2 unit)
PI 11	Number of university committees/boards/council chaired & coordinated	Member	-	1	5	5	5	5	Committee for the Youth Eye Ball
PI 12	Percentage of apparatus/equipment maintained	Equipment In-charge	50%	80%	4	4	4	4	
PI 13	Zero per cent complaint from clients served		100%	100%	5	5	5	5	
PI 16	Best practices/new initiatives implemented	Facilitates the implementation of the best practices	-	4	5	5	5	5	<b>Instruction</b> (1) Mentoring students in writing and publishing of research outputs in peer-reviewed journals; <b>Research</b> (1) Monitoring and evaluation of RF sustainability using Response-Inducing Sustainability Evaluation (RISE) Tool


MFO & PAPs	Success Indicators	Tasks Assigned	Target	Actual Accomplishment	Rating				Remarks
					Q <sup>1</sup>	E <sup>2</sup>	T <sup>3</sup>	A <sup>4</sup>	
									(2) Mentoring of LGU field staff and encourage cost-sharing arrangements with Local Government Units and people's organization (3) Feedbacking of research results to project stakeholders
Total Over-all Rating					157	157	157	157	

Average Rating (Total Over-all rating divided by 4)	4.91	
Additional Points:		
Approved Additional points (with copy of approval)		
FINAL RATING	4.91	
ADJECTIVAL RATING	Outstanding	

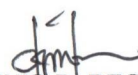
**Comments & Recommendations for Development Purpose:**

She should demonstrates sensitivity to student's needs and motivates them for their improved efficiency in learning and effectiveness in accomplishing classroom participation and assigned tasks.

Evaluated & rated by:

  
**MARLITO JOSE M. BANDE**  
 DIRECTOR, ITEEM  
 21 January 2020  
 DATE

Recommending Approval:

  
**DENNIS P. PEQUE**  
 DEAN, CFES  
 DATE

Approved:


  
**BEATRIZ S. BELONIAS**  
 VICE-PRESIDENT FOR INSTRUCTION  
 DATE

EXHIBIT G

Performance Monitoring and Coaching Journal

	1 <sup>st</sup>	Q U A R T E R
	2 <sup>nd</sup>	
	3 <sup>rd</sup>	
	4 <sup>th</sup>	

NAME OF OFFICE	Institute of Tropical Ecology & Environmental Management
HEAD OF OFFICE	Dr. Marlito M. Bande
NAME OF FACULTY	ANGELITA B. ORIAS

ACTIVITY MONITORING	MECHANISM				REMARKS
	MEETING		MEMO	OTHERS (Please specify)	
	ONE-ON-ONE	GROUP			
MONITORING	July 12, 2019			Notice of meeting	Distribution of the subjects to be taught for the 1 <sup>st</sup> semester SY 2019-2020, especially on the Envi 11 subject being offered beginning this sem, and preparation of OBE syllabus.
	July 23, 2019			Notice of meeting	Update on the students' performance.
	Sept. 4, 2019			Notice of meeting	Monitoring and updates of students' performance.
COACHING	Nov. 22, 2019			One-on-one coaching	Coaching on improving effective teaching strategy and student research advising.
	Dec. 16, 2019			One-on-one coaching	Coaching on manuscript writing.

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

Conducted by:

MARLITO JOSE M. BANDE  
Immediate Supervisor

Noted by:

DENNIS P. PEQUE  
Next Higher Supervisor

**EXHIBIT L**

**Employee Development Plan**

NAME OF EMPLOYEE	ANGELITA B. ORIAS
PERFORMANCE RATING	
AIM	To enhance her teaching skills and strategy on Environmental Science major in Ecological Economics.

Proposed interventions to improve performance and/or competence and qualification to assume higher responsibilities:

Date:	July 2019	Target Date:	July 2019
First Step:	One-on-one discussion on how to enhance her competence to assume her responsibility as Agricultural Technician I and Substitute Instructor.		
Result:	The agreement was to send Ms. Orias on a graduate study abroad.		

Date:	January 2020	Target Date:	July 2020
Next Step:	Application for scholarship to support Ms. Orias graduate study		
Outcome:	Degree on MS on Environmental Science		
Final Step/ Recommendation:	Scholarship grant and approval from the scholarship committee to undergo MS study.		

Prepared by:

**MARLITO JOSE M. BANDE**  
Unit Head

Conformé:

  
**ANGELITA B. ORIAS**  
Ratee