

VISAYAS STATE UNIVERSITY
Baybay City, Leyte

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS
July to December 2019

Name of Faculty Member: **MARIO E. BALIAD**

Program Involvement	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating
(1)	(2)	(3)	(2X3)
1. Instruction			
a. Head/Dean (50%)		4.93 x 50%	2.47
b. Students (50%)		5.00 x 50%	2.50
Total Instruction	25%	4.97	1.24
2. Research			
a. Client/Director for Research		5.00 x 50%	2.50
b. Dept. Head/Center Directors		4.92 x 50%	2.46
Total for Research	30%	4.96	1.49
3. Extension			
a. Client/Director for Extension		4.80 x 50%	2.40
b. Dept. Head/Center Directors		4.83 x 50%	2.42
Total for Extension	20%	4.82	0.96
4. Production	10%	4.67	0.47
5. Administration	15%	4.93	0.74
TOTAL	100%		4.899
EQUIVALENT NUMERICAL RATING			4.899
Add: Additional Points, if any			-
TOTAL NUMERICAL RATING			4.899
ADJECTIVAL RATING			Outstanding

Prepared by:

MARIO E. BALIAD
Name of Faculty

Reviewed by:

MARIA JULIET C. GENIZA
Director, NCRC-V

Recommending Approval:

JOSE L. BACUSMO
Director for Research

Approved:

OTHELLO B. CAPUNO
Vice President for Research & Extension



Visayas State University
NATIONAL COCONUT RESEARCH CENTER - VISAYAS
Visca, Baybay City, Leyte



INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, MARIO E. BALIAD, Associate Professor III of the National Coconut Research Center - Visayas, 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 to DECEMBER, 2019.


MARIO E. BALIAD
Name of Faculty

Date: _____


MARIA JULIET C. CENIZA
Director, NCRC-V
Date: _____

MFO No.	MFOs/PAPs	Success Indicator (SI)	Persons Responsible	Task Assigned	Target	Actual Accomplishment	Rating				Remark
							Quality	Efficiency	Timeliness	Average	
Advanced Education Services											
	Higher Education Services										
	NCRC MFO 1. Curriculum Program Management										
	Total FTE monitored	Required workload/FTI: units for instruction complied	NCRC Core/ Faculty Researchers	Teachs Horticulture subjects	2	15.45	5	5	5	5.00	
	MFO 2. Student Management Services										
	Effective instruction delivery services to contribute to the development of human resources	A3. Number of student research and field practice advised:	NCRC Core Faculty Researchers								
		Approved manuscript submitted within the prescribed period		Reviews and approve student thesis manuscript.	1	5	5	5	5	5.00	
		A4. Student advising and consultation services									
		Number of hours spent on student consultation		Consultation with students on subject matter and other course-related activities	50	80	5	5	5	5.00	
		Number of organization advised		Adviser of student organization.	1	2	4	5	5	4.67	

[illegible]

	MFO 6. Income Generating and Production Services											
	Sustainable income generation activities to support University activities	A28. 10% increase of income generated to support university projects	NCRC Core Staff, SRA/Aide, Admin Aide, Laborers	Manages and monitors STF and Income Gnerating Projects of the Center	1	2	5	4	5	4.67		
	General Administration and Support Services (GASS)	VSU Landscape Services										
8	Administrative and Facilitative Services											
	Efficient and customer friendly frontline services	A36. Percentage implementation of SPMS & PBB	NCRC-V Core Staff, SRA/Aide, Admin Aide		80%	100%	5	5	5	5.00		
	Efficient office management and maintenance	A37. Number of VSU landscape personnel supervised and monitored	NCRC-V Core Staff, SRA/Aide, Admin Aide	Supervise and monitor landscape personnel	19	20	5	5	5	5.00		
		A 38. Number of VSU Landscape meetings conducted	NCRC-V Core Staff, SRA/Aide, Admin Aide, Laborers	Conduct meetings at VSU Landscape Section	5	8	5	5	5	5.00		
		A40. Number of University committes/council meetings attended	NCRC-V Core Staff, SRA/Aide, Admin Aide	Attend University committees/council meetings	3	5	4	5	5	4.67		
		A 43. Number of visitors/cliernts/investors briefed and entertained	NCRC-V Core Staff, SRA/Aide, Admin Aide	Briefs and entertain visitors/dlients/investors	40	200	5	5	5	5.00		
										4.895		
Average Rating					4.896				Comments and Recommendations for Development Purpose: key activities & open to ideas .			
Punctuality												
Approved Additional Points (w/ copy of Approval)												
FINAL RATING					4.896							
ADJECTIVAL RATING					OUTSTANDING							

Evaluated by:

MARIA JULIETA C. GENIZA
Center Director

Date: _____

Recommending Approval:

JOSE L. BACUSMO
Director for Research

Approved:

OTHELLO B. CAPUNO
Vice President for Research and Extension

Date: _____

APPENDIX C

The QCE of the NBC No. 461 for **Research** Instrument 2: LEADERSHIP

Rating Period: **JULY TO DECEMBER 2019**

Name of Faculty: **MARIO E. BALIAD** Academic Rank: ASSOC. PROFESSOR

Evaluators: The immediate supervisor

- | | |
|--|--|
| <input type="radio"/> Program Project Leaders | <input type="radio"/> College Research Coordinator |
| <input type="radio"/> Project Leader for Study Leaders | <input type="radio"/> College Research Director |
| <input type="radio"/> Others (Please Indicate) _____ | |

Title of Project: Project: Collection and characterization of local and introduced coconut cultivars

Instruction: Please evaluate the faculty using the scale below. Encircle your rating.

Scale	Descriptive Rating	Qualitative Description
5	Outstanding	The performance almost always exceeds the job requirements. The Faculty is an exceptional role model
4	Very Satisfactory	The performance meets and often exceeds the job requirements
3	Satisfactory	The performance meets job requirements
2	Fair	The performance needs some development to meet job requirements.
1	Poor	The faculty fails to meet job requirements

Faculty Performance/Output	Scale				
1. Regularly communicates quality output of the research proceeding to colleagues/staff/clientele/ subordinates.	5	4	3	2	1
2. Manages priorities to get the job done and able to looks for better ways to confronts conflict situations in an honest and direct manner	5	4	3	2	1
3. Encourage/motivates participation/cooperation of the people evolved in the research proceedings.	5	4	3	2	1
4. Suggest/introduces strategies that enhanced colleagues/staff/clientele/subordinates' skills and abilities to perform the research activity in a more efficient manner.	5	4	3	2	1
5. Communicates directly, openly, honestly and shares information with the concerned individual or people involved in their research proceeding	5	4	3	2	1

Total Score: _____

Signature of Evaluator

Signature of Witness

Name of Evaluator

Name of Witness

Position of Evaluator

Agency and Position

Date : _____

Date : _____

APPENDIX C

The QCE of the NBC No. 461 for Research Instrument 2: LEADERSHIP

Rating Period: JULY TO DECEMBER 2019

Name of Faculty: **MARIO E. BALIAD** Academic Rank: ASSOC. PROFESSOR
Evaluators: The immediate supervisor

- | | |
|--|--|
| <input type="radio"/> Program Project Leaders | <input type="radio"/> College Research Coordinator |
| <input type="radio"/> Project Leader for Study Leaders | <input type="radio"/> College Research Director |
| <input type="radio"/> Others (Please Indicate) _____ | |

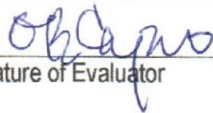
Title of Project: Study 6: Yield performance of different intercrops under coconut using organic and inorganic fertilizers.

Instruction: Please evaluate the faculty using the scale below. Encircle your rating.

Scale	Descriptive Rating	Qualitative Description
5	Outstanding	The performance almost always exceeds the job requirements. The Faculty is an exceptional role model
4	Very Satisfactory	The performance meets and often exceeds the job requirements
3	Satisfactory	The performance meets job requirements
2	Fair	The performance needs some development to meet job requirements.
1	Poor	The faculty fails to meet job requirements

Faculty Performance/Output	Scale				
1. Regularly communicates quality output of the research proceeding to colleagues/staff/clientele/ subordinates.	5	4	3	2	1
2. Manages priorities to get the job done and able to looks for better ways to confronts conflict situations in an honest and direct manner	5	4	3	2	1
3. Encourage/motivates participation/cooperation of the people evolved in the research proceedings.	5	4	3	2	1
4. Suggest/introduces strategies that enhanced colleagues/staff/clientele/subordinates' skills and abilities to perform the research activity in a more efficient manner.	5	4	3	2	1
5. Communicates directly, openly, honestly and shares information with the concerned individual or people involved in their research proceeding	5	4	3	2	1

Total Score: _____


Signature of Evaluator

Signature of Witness

Name of Evaluator

Name of Witness

Position of Evaluator

Agency and Position

Date : _____

Date : _____

APPENDIX G
The QCE of the NBC No. 461 for Extension
Instrument 2: LEADERSHIP

Rating Period: JULY to DECEMBER 2019

Name of Faculty: MARIO E. BALIAD Academic Rank: PROFESSOR

Evaluators: Immediate Supervisor

- ☐ Director for Extension
- ☐ Team/Project leader
- ☐ College Extension Coordinators
- ☐ Others (Please Indicate)

Title of Project: Establishment and maintenance of demo farms on coconut production technology and profitable intercropping systems for potential coconut-based non-food products

Instruction: Please evaluate the faculty using the scale below. Encircle your rating.

Scale	Descriptive Rating	Qualitative Description
5	Outstanding	The performance almost always exceeds the job requirements. The Faculty is an exceptional role model
4	Very Satisfactory	The performance meets and often exceeds the job requirements
3	Satisfactory	The performance meets job requirements
2	Fair	The performance needs some development to meet job requirements.
1	Poor	The faculty fails to meet job requirements

Faculty Performance/Output	Scale				
1. Regularly communicates quality output of the extension proceeding to colleagues/staff/clientele/ subordinates.	5	4	3	2	1
2. Manages priorities to get the job done and able to looks for better ways to confronts conflict situations in an honest and direct manner	5	4	3	2	1
3. Encourage/motivates participation/cooperation of the people evolved in the extension activity(s).	5	4	3	2	1
4. Suggest/introduces strategies that enhanced colleagues/staff/clientele/subordinates' skills and abilities to perform the extension activity(s) in a more efficient manner.	5	4	3	2	1
5. Communicates directly, openly, honestly and shares information with the concerned individual or people involved in their extension activity(s)	5	4	3	2	1

Total Score: _____

Signature of Evaluator

Signature of Witness

Name of Evaluator

Name of Witness

Position of Evaluator

Agency and Position

Date : _____

Date : _____

PERFORMANCE MONITORING & COACHING JOURNAL

Rating Period: July to December 2019

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

Name of Officer : **MARIO E. BALIAD**Head of Section : **MARIA JULIET C. CENIZA**

Number of Personnel: 1

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. Specify)	
	One-on-One	Group			
Monitoring Field visits, and meetings	Jyuly 2, Sept 9	July 15, Oct 8			
Coaching Consultation.	July 8, Sept 2, Nov 11	√			

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

Conducted by:

MARIA JULIET C. CENIZA

Immediate Supervisor

Noted by:

OTHELLO B. CAPUNO

Next Higher Supervisor

cc: OVPI

ODAHRD

PRPEO

PERFORMANCE MONITORING FORM

Name of Employee: MARIO E. BALIAD

Exhibit I

Task No.	Task Description	Expected Output	Date Assigned	Expected Date to Accomplish	Actual Date Accomplished	Quality of Output*	Overall Assessment of Output**	Remarks/ Recommendation
1.	Teaches Agronomy and Horticulture subject	Full time equivalent teaching (15.45)	July 2019	December 2019	Dec 2019	Very impressive	Very Satisfactory	
2.	Consultation with student on subject matter and other course-related activities	80 students consulted on subject matter and other course activities	July 2019	December 2019	Dec 2019	Very impressive	Very Satisfactory	
3.	Adviser of student organization	Adviser of 2 student organization	July 2019	December 2019	Dec 2019	Very impressive	Very Satisfactory	
4.	Present relevant output on research conducted during in-house review	Presents 4 research outputs during in-house review	July 2019	December 2019	Dec 2019			
5.	Implements and conducts approved research on coconut and intercrops	Implements/conducts 2 research projects	July 2019	December 2019	Dec 2019	Very impressive	Very Satisfactory	
6.	Generates funds for the conduct of research	Generates funds for the conduct of research	July 2019	December 2019	Dec 2019	Very impressive	Very Satisfactory	
7.	Conserves crop varieties (coconut genebank)	Conserves 42 crop varieties	July 2019	December 2019	Dec 2019	Very impressive	Very Satisfactory	
8.	Conducts training on coconut-related topics as resource person	Conducts training on coconut-related topics (resource person)	July 2019	December 2019	Dec 2019	Very impressive	Very Satisfactory	
9.	Develops technoguides/IEC materials on coconut technologies	Develops technoguides/IEC materials on coconut	July 2019	December 2019	Dec 2019	Very impressive	Very Satisfactory	
10.	Serves beneficiaries/Give out pineapple suckers and black pepper to interested clients and coconut farmers	Give out pineapple suckers and black pepper to 3 groups and 105 individuals	July 2019	December 2019	Dec 2019	Very impressive	Very Satisfactory	
11.	Implements/conducts and supervises approved extension projects	Implements/conduct 2 approved extension project	July 2019	December 2019	Dec 2019	Very impressive	Very Satisfactory	
12.	Generated funds for extension projects (institutional)	Generated funds for extension projects funding (institutional)	July 2019	December 2019	Dec 2019	Very impressive	Very Satisfactory	
13.	Supervises distribution of IEC materials to interested clients	Supervises/Distributes 150 leaflets on coconut to interested clients	July 2019	December 2019	Dec 2019	Very impressive	Very Satisfactory	
14.	Increases 10% of IGP project to support university projects	10% income increase of IGP project on coconut intercrops	July 2019	December 2019	Dec 2019	Very impressive	Very Satisfactory	

15	Manages and monitors IGP project on coconut intercrops	Manages and monitors 1 IGP project	July 2019	December 2019	Dec 2019	Very impressive	Very Satisfactory	
16	Monitors frontline services and ensured to be customer friendly and efficient (Landscape and Waste Management Unit)	Monitors 1 frontline services in LSWMU	July 2019	December 2019	Dec 2019	Very impressive	Very Satisfactory	
17	Manages, monitors and supervises LSWU	Manages, monitors and supervise 20 LSWMU workers	July 2019	December 2019	Dec 2019	Very impressive	Very Satisfactory	

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

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

MARIA JULIET C. CENIZA
Center Director

EMPLOYEE DEVELOPMENT PLAN
Rating Period: JULY to DECEMBER 2019

Name of Employee: MARIO E. BALIAD

Performance Rating: Outstanding

Aim: To be an effective worker in research and extension.

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

Date: July 5, 2019, Target Date: Third Quarter

First Step: _____

Attend teachings/trainings/seminars on topics related to research and extension.

Result: _____

Updated his knowledge in research and extension and serves as technical consultant in coconut farming system.

Date: September 20, 2019 Target Date: October 11, 2019.


Next Step: _____

Apply the knowledge earned from trainings/seminars

Outcome: _____

Continue to serve as technical consultant and resource person on coconut-based intercropping systems .

Final Step/Recommendation: _____

Prepared by:

MARIA JULIET C. CENIZA
Unit Head

Conform: 
MARIO E. BALIAD