

# SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **JEDESS MILADEL N. SALOMON**  
Position/Designation: **Instructor II, NARC**

Program Involvement	Percentage Weight of Involvement	Numerical Rating (Rating x%)	Equivalent Numerical Rating
(1)	(2)	(3)	(2x3)
<b>1. Instruction</b>	<b>25%</b>		
a. Head/Dean (50%)		5.0x100%= 5.0	1.250
b. Students (50%)			
<b>TOTAL for Instruction</b>			<b>1.250</b>
<b>2. Research</b>			
<b>3. Extension</b>	<b>50%</b>	<b>4.45</b>	<b>2.225</b>
<b>3. Others</b>	<b>25%</b>	<b>4.58</b>	<b>1.145</b>
<b>TOTAL</b>	<b>100%</b>		<b>4.620</b>

**EQUIVALENT NUMERICAL RATING:**

**4.620**

Add: Additional Points, if any:

**TOTAL NUMERICAL RATING:**

**4.620**

**ADJECTIVAL RATING:**

**OUTSTANDING**

Prepared by:

**JEDESS MILADEL N. SALOMON**

Name of Staff

Reviewed by:

**FELICIANO G. SINON**

Director, NARC

Recommending Approved:

**FELICIANO G. SINON**

Director

Approved:

**OTHELLO B. CAPUNO**

Vice-President

# **VISAYAS STATE UNIVERSITY**

Visca, Baybay City, Leyte, Philippines

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

I, **JEDESS MILADEL N. SALOMON**, Instructor III of the **National Abaca Research Center-Visayas State University** commit to deliver and agree to be rated on the attainment of the following accomplishment in accordance with the indicated measures for the period **January 2019 to June 2019**.

**JEDESS MILADEL N. SALOMON**

Ratee

Approved:

**CHRISTINA A. GABRILLO**

Head of Unit, DDC

MFO & Performance Indicators (PI)	Success Indicators	Task Assigned	Target	Actual Accomplishments	RATING				Remarks
					Q <sup>1</sup>	E <sup>2</sup>	T <sup>3</sup>	A <sup>4</sup>	
<b>MFO1: Advanced and Higher Education Services</b>		<b>Instruction: At least 25% of the total tasks</b>							
<b>PI1: Full-Time Equivalent (FTE)</b>	Number of undergraduate thesis/case study students advised	Advises undergraduate thesis/case study students	1	4	5	5	5	5	
	Number of hours spent to student consultation	Renders student consultation		8 hrs/wk	5	5	5	5	

Ave. Rating (Total Over-all rating) divided by 4)			-	Comments & Recommendations for Development Purposes:  Great job!
Additional Points:				
Punctuality	-			
Approved Additional points (with copy of approval)	-			
<b>FINAL RATING</b>			5.0	
<b>ADJECTIVAL RATING</b>			Outstanding	

Evaluated and Rated by:

Recommending Approval:

Approved by:

**FELICIANO G. SINON**

Director

Date: \_\_\_\_\_

**FELICIANO G. SINON**

Director

Date: \_\_\_\_\_

**OTHELLO B. CAPUNO**

Vice-President

Date: \_\_\_\_\_



[illegible]

Ave. Rating (Total Over-all rating divided by 4)			-	<b>Comments &amp; Recommendations for Development Purposes:</b>  <i>Good job, keep up, &amp; continue to strive more!</i>  <div style="text-align: right;"> <i>4.52</i>  <i>OUTSTANDING</i> </div>
Additional Points:				
Punctuality	-			
Approved Additional points	-			
(with copy of approval)				
<b>FINAL RATING</b>				
<b>ADJECTIVAL RATING</b>				

Evaluated and Rated by:

  
**FELICIANO G. SINON**  
 Director

Date: \_\_\_\_\_

Recommending Approval:

  
**FELICIANO G. SINON**  
 Director

Date: \_\_\_\_\_

Approved by:

  
**OTHELLO B. CAPUNO**  
 Vice-President

Date: \_\_\_\_\_



## Exhibit I

## PERFORMANCE MONITORING

Name of Employee: JEDESS MILADEL N. SALOMON

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
MFO1: Advanced and Higher Education Services (FTE and Advising) : Instruction: At least 25% of the total tasks								
1	No. of course/subjects/sections handled per semester	2	Jan 1, 2019	June 30, 2019	2	Very Impressive	O	Great job.  GOOD JOB, KEEP UP, & CONTINUE TO STRIVE MORE!
2	No. of hours spent to student consultation	2	Jan 1, 2019	June 30, 2019	8 hrs/wk	Very Impressive	O	
MFO2: Research and Extension Support Services (Research: At least 50% of total tasks)								
3	No. of research proposal submitted for funding	1	1 research per year		-			
MO3: Extension: At least 50% of the total task								
4	No. of person-days trained	80	As scheduled					
5	No. of trainings facilitated	2	As scheduled					
6	No. of extension programs/projects conducted/implemented	1	Jan 1, 2019	June 30, 2019	1	Impressive	VS	
7	No. of clients served/briefed	200	Jan 1, 2019	June 30, 2019	544	Very Impressive	O	
8	No. of IEC materials produced	200	As scheduled		406	Very Impressive	O	

Others: At least 25%						
9	No. of exhibits manned	1	As scheduled	1	Impressive	VS
10	No. of field visits conducted	3	As scheduled	5	Impressive	VS
11	No. of meetings organized/attended	3	As scheduled	5	Very Impressive	O
12	No. of workshops conducted	1	As scheduled	1	Very Impressive	O

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

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

Prepared by:

  
**FELICIANO G. SINON**  
Unit Head

## EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **JEDESS MILADEL N. SALOMON** Signature: 

Performance Rating: **OUTSTANDING**

Aim: **To carry out research, extension, and instruction functions.**

Proposed Interventions to Improve Performance:

Date: Jan. 1, 2019 Target Date: June 30, 2019

First Step:

- 
1. Develop and submit research proposal.
  2. Facilitate/organize trainings, workshops, etc.
  3. Update/Improve IMS.

Result:

- Research proposal submitted to VSU.
- I research project conducted.
- Trainings and workshops conducted

Date: July 1, 2019 Target Date: Dec. 31, 2019

Next Step:

1. Present research results and extension accomplishments
2. Evaluate student outputs and compute grades.

Outcome: **Hopefully,**

1. Students with more knowledge
2. Research that can be published
3. Assisted Abaca stakeholders.

Final Step/Recommendation:

**I need to undergo intense training in order to comply all my functions in research, extension and instructions.**

Prepared by:

  
**FELICIANO G. SINON**  
Unit Head