

Exhibit K**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS**

Name of Faculty Member: Othello B. Capuno

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction	15%	5	0.75
2. Research	40%	5	2
3. Extension	25%	5	1.25
4. Administration & Facilitative Services	20%	5	1
TOTAL	100%		5

EQUIVALENT NUMERICAL RATING:

5

Add: Additional Points, if any:


TOTAL NUMERICAL RATING:

5


ADJECTIVAL RATING:

OUTSTANDING

Prepared by:


OTHELLO B. CAPUNO
Name of Faculty

Reviewed by:


OTHELLO B. CAPUNO
Vice Pres., Research, Extension
& Innovation

Approved:


EDGARDO E. TULIN
President

OP# 103

Visayas State University
OFFICE OF THE VICE PRESIDENT FOR RESEARCH, EXTENSION and INNOVATION

Visca, Baybay City, Leyte

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW (IPCR)

I, OTHELLO B. CAPUNO, of the Office of the Vice Pres. for Research, Extension and Innovation (OVPREI) 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 2020.


OTHELLO B. CAPUNO

VP R & E, Ratee

Date: _____


EDGARDO E. TULIN

University President

Date: _____

MFO No.	MFO Description	Success Indicator (SI)	Task Assigned	Target	Actual Accomplishment	Rating			
						Quality	Efficiency	Timeliness	Average
UMFO	MFO 2. Higher Education Services								
	FTE		Teach, Technical Adviser, Mentor of Student, Thesis Advisee	1	1	4.0	4.0	4.0	4.0
	Subtotal								
	MFO 3. Research Services								
	PI1. Number of articles published in internationally indexed journals		Submit/ endorse articles for publication	1	1	4.5	4.5	4.5	4.5
	PI2. Number of research outputs presented in scientific fora		Present/ endorse articles for publication	5	10	5.0	5.0	5.0	5.0
	P13. Number of research units and organizations managed, programs/ projects conducted/ completed		a) Managed/ coordinates VSU RDE Centers and programs under the colleges	20/150	20/150	5.0	5.0	5.0	5.0
			b) Managed/ coordinates Regional RDE consortia and respective programs of member agencies	10/170	12/170	5.0	5.0	5.0	5.0
			c) Conducts programs/ projects	5	5	5.0	5.0	5.0	5.0
			d) Acts/ approves/ endorse ongoing/ completed projects	140	5	5.0	5.0	5.0	5.0
	PI4 . Number of proposals prepared and approved		Mange/ endorse research proposals to University President/ funding agency and supervise monitoring of approved proposals	10	12	5.0	5.0	5.0	5.0

		Percent rate of approved proposals	95%	95.00%	5.0	5.0	5.0	5.0
	PI5. Amount of research money generated from external funding	Facilitated generation of research money from external funding through endorsed program/ project proposals	16M	25M	5.0	5.0	5.0	5.0
	PI6. Amount of research money generated from institutional funding	Review/ endorse programs / projects and budget proposals for approval by University President	15	25	5.0	5.0	5.0	5.0
	PI7. Number of coordinated/ supervised/ conducted RDE scientific and related for a and review proceedings/ outputs	Take overall coordination of RDE scientific and related fora (In-House Review, Symposium, program/ project conference)	25	45	5.0	5.0	5.0	5.0
	PI8. Number of reviewed/ packaged RDE management outputs/ IEC materials produced, reproduced and distributed for information and accreditation requirements	Review and approve/ recommend for final packaging of R&D outputs, submitted R&D progress reports	50	95	5.0	5.0	5.0	5.0
	PI9. Number of forge/ manage and strengthened RDE linkages	Provided assistance to the University President in forging and maintaining international/ national/ regional/ institutional RDE linkages	45	55	5.0	5.0	5.0	5.0
	Sub-total							4.9
	MFO 4. Extension Services							
	PI1. Number of person-days trained weighted by length of training	Train stakeholders	11,000	COVID 19				
	PI2. Number of trainings conducted	Acts and supported trainings/ seminars/ workshops	18	COVID 19				
	PI3. Number of technical expert services served	Number of technical expert services served as Resource Persons, Consultancy, Evaluators/	20	COVID 19				
	PI4. Number of IEDC materials , techniguide developed/ used	Approves the production of IEC materials for distribution to stakeholders	14,000	COVID 19				
	PI5. Number of extension projects and major activities conducted	Conducts and facilitates extension projects and major activities	380	COVID 19				
	PI6. Number of extension proposals submitted	Prepares extension programs and review/ endorse proposals submitted by proponents	5	7	5.0	5.0	5.0	5.0
	PI7. Percent of extension proposals approved	Percent of extension poposals approved	100%	100%	5.0	5.0	5.0	5.0

	PI8. Amount of extension money generated from external funding	Facilitate submission of program/ project budget proposals	10M	10M	5.0	5.0	5.0	5.0
	PI9. Amount of extension money generated from institutional funding	Facilitate submission of program/ project budget proposals	4.2M	5M	5.0	5.0	5.0	5.0
	Sub-total							
	MFO 5. Admin Support Services							
	PI1. Percentage of RDE documents acted on time	Acts on time administrative documents	100%	100%	5.0	5.0	5.0	5.0
	PI2. Number of meetings conducted	Preside OVPRE and other related meetings	15	18	5.0	5.0	5.0	5.0
	PI3. Percent of RDE related trips approved	Approved RDE related trips	98%	COVID 19				
	PI4. Number of awards OVPRE has contributed to the university under the VP's overall supervision	RDE related awards received: - institution - consortium - projects: papers/ posters - researchers	40	42	5.0	5.0	5.0	5.0
	Sub-total							5.0
Total Over-all Rating								
Average Rating								
Adjectival Rating					OUTSTANDING			

Recommending Approval:


OTHELLO B. CARUNO

Vice Pres. for Research and Extension

Date: _____

Approved:


EDGARDO E. TULIN
President

Date: _____

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Othello B. Capuno
Performance Rating: Outstanding

Aim: To attain outstanding performance.

Proposed Interventions to Improve Performance:

Date: July 1, 2020 Target Date: December 31, 2020

First Step:

1. Privately talked on how to improve weaknesses.

Result:

1. Improvement on performance efficiently.

Date: January 1, 2021 Target Date: January 4, 2021

Next Step:

1. Frequent consultation to discuss more improvement of the RDE function.
overtime work/travel if needed.


Outcome:

Improved performance: Increased number of program/projects funded by external sources; substantial increase in resources generated; more technologies generated and protected; increased number of individual and institutional awards; increased number of beneficiaries served with improved productivity and income.


Final Step/Recommendation:

Soon to retire.

Prepared by:


EDGARDO. E. TULIN
Unit Head

Conforme:


OTHELLO B. CAPUNO
Name of Ratee Faculty/Staff