

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **Vasquez, Erlinda A.**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
Instruction			
Head/Dean (50%)		$4.93 \times 50\% = 2.47$	
Students (50%)		$4.93 \times 50\% = 2.47$	2.04 AI
TOTAL for Instruction	25%	$4.94 \times 0.25 =$	1.24 1.13
Research	50%	$5.0 \times 0.50 =$	2.50
Extension	20%	$5.0 \times 0.20 =$	1.00
Production	2%	$5.00 \times 0.02 =$	0.10
Administration	3%	$5.0 \times 0.03 =$	0.15
TOTAL			4.99 4.88 AI

EQUIVALENT NUMERICAL RATING:

4.99 4.88 AI

Add: Additional Points, if any:

TOTAL NUMERICAL RATING:

4.99 4.88 AI

ADJECTIVAL RATING:

Outstanding

Prepared by:

PRECILA D. CONTERO
Temp. Administrative Officer

Reviewed by:

LISA L. ARCE/EDGARDO E. TULIN
Assistant Director/Director

Recommending Approval:

ROSA OPHELIA D. VELARDE
Director for Research

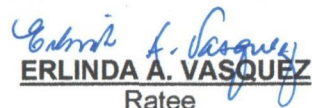
Approved:

MARIA JULIET C. CENIZA
VP for REI

"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, ERLINDA A. VASQUEZ, of 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 January 1, 2021 to June 30, 2021.


ERLINDA A. VASQUEZ
 Ratee

Approved: 
LISA L. ARCE
 Assistant Director


EDGARDO E. TULIN
 Director

MFO & PAPs	Success Indicators	Tasks Assigned	Target	Actual Accomplishment	Rating				Remarks
					Q ¹	E ²	T ³	A ⁴	
MFO 1. Advanced & Higher Education Services	FTE • Courses taught	Handles 1 Entom course per semester	1 Lec and 1 Lab	2 Undergraduate Courses: PProt 132 (Lec & Lab) - Lectures/& 2labs/wk Entom 111 - 1 lec & 1 lab	5	5	4	4.67	
	• Number of Student Research Advisee	Advises/guides students on thesis concerns	1 Undergraduate and 1 Graduate students	1 Graduate Course : Entom 213 - 1Lec & 1lab/wk 2 Undergraduate 2 Graduate	5	5	5	5.0	
	• Number of students served as GAC and SRA Chairman and Member	Corrects Thesis Outlines and Manuscripts as: Adviser Member	1 Graduate 1 Undergraduate 1 Graduate 3 Undergraduate	1 Graduate 2 Undergraduate 2 Graduate 3 Undergraduate	5	5	5	5.0	

MFO 2. Research Services	<ul style="list-style-type: none"> Research projects conducted/implemented 	<ul style="list-style-type: none"> Implements/conducts research projects 	3 Projects	4 Projects	5	5	5	5.0	
	Number of Output presented	<ul style="list-style-type: none"> Presents Paper 	1/per yr	1 draft	5	5	5	5.0	
	Paper for publication	<ul style="list-style-type: none"> Submits to peer-reviewed journals 	1						
MFO 3. Extension Services	<ul style="list-style-type: none"> Number of DA-personnel and LGU technicians trained 	Trains clients in Cassava Production and Integrated Pest Mgt and other rootcrops	2	15 (through BPI - requested online training)	5	5	5	5.0	
	<ul style="list-style-type: none"> Number of LGU extension workers/rootcrop farmers trained 	Serves as Resource Person/	15	25 (through BPI-requested online demo)	5	5	5	5.0	
	<ul style="list-style-type: none"> Number of requests served technical expert 	Panelist and Resource Person	2	4 (BPI- Seed Certification) 2 NSIC workshop	5	5	5	5.0	
	<ul style="list-style-type: none"> Member –National TWG on Cassava 	Attends TWG meeting	1	2 NSIC Meeting	5	5	5	5.0	
	<ul style="list-style-type: none"> Technologies generated and disseminated 	Disseminates IPM technologies to clients	2	3 (Pheromone , preplanting treatment and mite-resistant cassava varieties	5	5	5	5.0	

Average Rating (Total Over-all rating divided by 4)		
Additional Points:		
Punctuality		
Approved Additional points (with copy of approval)		
FINAL RATING		4.95
ADJECTIVAL RATING		Out standing

Comments & Recommendations for Development Purpose:

To prepare MRS for turn-over to the Director or VSU.
To prepare project reports and handle to the next project staff.

Evaluated and Rated by:


EDGARDO E. TULIN
Director

Date: _____


LISA LARCE
Asst. Director

Date: _____

Recommending Approval


ROSA OPHELIA D. VELARDE
Director for Research

Date: _____

Approved by:


MARIA JULIET C. CENIZA
VP for Research and Extension

Date: _____

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

PERFORMANCE MONITORING & COACHING JOURNAL

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

Name of Office: **PhilRootcrops**

Head of Office: **Dr. Edgardo E. Tulin & Ms. Lisa I. Arce**

Name of Personnel: **ERLINDA A. VASQUEZ**

Edgardo E. Tulin

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring	One-on-one discussion on project/program progress/university,s concerns	Monthly PRDC meeting Jan. 28, 2021 Feb. 16, 2021 March 4, 2021 March 29, 2021 May 7, 2021 June 2, 2021	Issuance of memoranda		Attendance to PRDC monthly Meetings by the members of Research and Development Council
Coaching	Research proposal for submission to funding agencies	One-on-one discussion on project progress Group coaching during PRDC Meetings			Proposal prepared and submitted to funding agencies New proposal for evaluation

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

Conducted by:

[Signature]
LISA I. ARCE / EDGARDO E. TULIN
Assistant Director/Director

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **ERLINDA A. VASQUEZ**

Performance Rating: **Outstanding**

Aim: To become an effective researcher, professor and administrator.

Proposed Interventions to Improve Performance:

Date: Jan 1, 2021

Target Date: June 30, 2021

First Step:

-
- Implements on-going research projects
 - Prepares proposals based on the different thrusts of the funding agencies.
Prepares papers for publication
 - Prepares terminal reports
 - Performs instruction and student advising to Plant Protection and Entomology students (graduate and undergraduate)
 - Conducts meetings with research assistants/ aides and laborers

Result:

-
- Research projects implemented and subjected to annual review by OVPRE
 - Proposals prepared and submitted for review and evaluation by funding agencies
 - Papers for publication in progress
 - Terminal reports and AFRs
 - Served as professor and student advisers to graduate and undergraduate students
 - Conducted meetings with staff and laborers
-

Date: July 1, 2021

Target Date December 31, 2021

Next Step:

- Meeting with staff and laborers for RDE activities and setting up of targets for the year
 - Submits papers for publication
 - Prepares terminal reports and AFRs of research projects
 - Prepares MRs and settle obligations in preparation for retirement.
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Outcome:

- Proposal approved for implementation
- Presented outputs in different scientific gatherings (national and international)
- Paper for submission to scientific journals
- Terminal reports and AFRs


Final Step/Recommendation:

- To maintain performance and or exceed the current performance; to submit more proposals and continue doing the assigned functions in research, extension, production and administration
- MR and settle other obligations such as terminal reports and AFRs of projects in preparation for retirement.

Prepared by:


LISA I. ARCE/EDGARDO E. TULIN
Assistant Director/ Director

Conforme:


ERLINDA A. VASQUEZ
Name of Ratee /Faculty/Staff