

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: ERN OLIVER C. BALONDO


Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		4.91x50%= 2.455	
b. Students (50%)		4.0x50%=2.0	
Total for Instruction	80%	4.455	3.564
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)			
Total for Research	15%	5.0	0.75
3. Extension			
a. Client/Dir. for Extension (50%)			
b. Dept Head/Center Director (50%)			
Total for Extension	5%	5.0	0.25
4. Administration			
5. Production			
TOTAL	100%		4.564

EQUIVALENT NUMERICAL RATING: 4.564
 Add: Additional Points, if any: none
 TOTAL NUMERICAL RATING: 4.564

ADJECTIVAL RATING: OUTSTANDING

Prepared by:

Reviewed by:



ERN OLIVER C. BALONDO
 Name of Faculty


ANALYN M. MAZO
 Department Head

Recommending Approval:

  
MA. THERESA P. LORETO
 Dean/Director

Approved:


BEATRIZ S. BELONIAS
 Vice President

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **Ern Oliver C. Balondo**, a faculty member of the **Department of Biological Sciences** commit to the deliver and agree to be rated on the attainment of the following accomplishment in accordance with the indicated measures for the period **January to July 2022**.

E. Balondo
ERN OLIVER C. BALONDO
 Instructor I
 Date: July 12, 2022

Approved:

ANALYN M. MAZO
ANALYN M. MAZO
 Department Head
 Date: 7/27/2022

MA. THERESA P. LORETO
MA. THERESA P. LORETO
 College Dean
 Date: 7/28/2022

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target	Actual Accomplishment	Rating				REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
						Quality	Efficiency	Timeliness	Average	
UMFO 1. ADVANCED EDUCATION SERVICES										
UMFO 2. HIGHER EDUCATION SERVICES										
OVPI UMFO 3. Higher Education Management Services										
	PI 5: Total FTE, coordinated, implemented and monitored *	A9. Actual Faculty's FTE	Handles and teaches courses assigned	20	34.2	5	5	5	5.00	Handled 3 lecture sections in ScTS 11B; 2 lab sections- Biol141n Lab and Biol 25 Lab
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	2	3	5	5	4	4.67	3 Gradesheets of ScTS 11B
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	2	9	5	5	4	4.67	3 sections of ScTS 11B (3 Midterm and 3 Final Examination; 2 special examinations)
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	20	113	5	5	4	4.67	3 sections of ScTS 11B (71 quizzes - learning tasks and assessments for 8 modules/section); 1 quiz for Biol 141n Lab; 7 quizzes for Biol 25 Lab)
		A15. Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	8	10	5	5	4	4.67	3 Laboratory Reports in Biol 141n; 7 Laboratory Reports in Biol 25n
	PI 8: Number of students advised: *	A17. Number of students advised on thesis/ field practice/special problem:								

		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript	1	1	5	5	5	5.00	BS Biology major in Botany (1)
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript	1	3	5	5	5	5.00	BS Biology major in Botany (2) and Ecology (1)
		A18. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	70	158	5	5	5	5.00	30 students/section in ScTS 11B, 22 students in Biol 141n Lab and 23 students in Biol 25 Lab
	PI 10: Number of instructional materials developed *	A 21 : Number of on-line course ware developed and submitted :	Prepares and submits for review by the Technical Review Panel							
		On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	1	5	5	5	5.00	1 in Biol 141n Lab
		Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	10	29	5	5	4	4.67	2 videos in ScTS 11B; 2 videos in Biol 141n Lab; 15 videos for Biol 25 Lab; 4 PowerPoint presentations in Biol 141n Lab; 3 PowerPoint presentations in Biol 25n Lab; 3 Powerpoint presentations in ScTS 11B.
		<i>Assessment tools</i>	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	3	4	5	5	5	5.00	Laboratory report, Quiz-type, Term examination, Video Documentation
		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moodle or Google Classroom	1	3	5	5	5	5.00	All subjects handled have an operational virtual classrooms already.
	PI 11. Additional outputs	A 25. Number of Additional outputs accomplished:								
		Program accreditation/evaluation	Prepares documents and /or program profile and other materials required during program/institutional accreditation and/or evaluation	1	2	5	5	5	5.00	Narrative Prile for Area 3- Extension and Community Service; PowerPoint Presentation
UMFO 3 . RESEARCH SERVICES										
	PI 5. Percent of research proposals approved *	A 31. Percentage of of research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up its approval for immediate implementation	1	1	5	5	5	5.00	Biodiversity conservation and Monitoring in Mt. Pangasugan
UMFO 4. EXTENSION SERVICES										
	PI 5. Number of technical/expert services	A 40 . Number of technical/expert services as/in:	Provides the technical and expert services requested by beneficiaries	1	1	5	5	5	5.00	The Biodiversity Assessment and Aquatic Monitoring System in Lake Mahagnao (BAMS) as requested by CENRO Palo

	Consultancy	Consultant		1	1	5	5	5	5.00	Study leader, Riparian Flora of Lake Mahagnao in part of BAMS
UMFO 5. SUPPORT TO OPERATIONS										
	OVPI MFO 4. Program and Institutional Accreditation Services									
	PI 8. Compliance to all requirements thru the established/adequate implementation, maintenance and improvement of the QMS of the core processes of the College/department under ISO 9001:2015*	A 44. Compliance to all requirements of the QMS core processes of the university under ISO 9001:2015*	Ensures that all the QMS core processes of the university are complied with in the performance of his/her functions as faculty member		Zero non-conformity	5	5	5	5.00	
		A 45. Compliance to all requirements of the program and institutional accreditations:	Prepares required documents and complies all requirements as prescribed in the accreditation tools		100% compliant	5	5	5	5.00	
		On program accreditations								
		On institutional accreditations								
UMFO 6. General Admin. & Support Services (GASS)										
	PI 2. Zero percent complaint from clients served	A 46. Customerly friendly frontline services	Provides customer friendly frontline services to clients		Zero % complaint	5	5	5	5.00	
	Total Over-all Rating								93.33	
	Average Rating								4.91	
	Adjectival Rating								Oustanding	
										Comments & Recommendations for Development Purpose: Should finish his MS degree

Evaluated & Rated by:

ANALYN M. MAZO
ANALYN M. MAZO
Department Head
Date: *7/28/22*

Recommending Approval

MA. THERESA P. LORETO
MA. THERESA P. LORETO
Dean, CAS
Date: *7/28/2022*

Approved by:

BEATRIZ S. BELONIAS
BEATRIZ S. BELONIAS
Vice President for Academic Affairs
Date: *7-28-22*

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Ern Oliver Balondo

Performance Rating: Outstanding

Aim: Pursue Finish graduate studies

Proposed Interventions to Improve Performance:

Date: January 2022 Target Date: December 2022

First Step:

Request for 1yr study leave to finish the graduate program

Result:

Approved request to go on study leave

Date: 1st sem 2022 Target Date: 2023

Next Step:

Process study leave to finish MS Degree


Outcome:

Study leave by 1st semester 2022


Final Step/Recommendation:

Completion of MS degree

Prepared by:


ANALYN M. MAZO
Unit Head

Conforme:


ERN OLIVER BALONDO
Instructor I