



# Philippine Root Crop Research & Training Center

Visayas State University
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#### Exhibit K

# SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member:

**DANIEL LESLIE S. TAN** 

	Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
Instruc	ction			(=/-(-)
k.	Head/Dean (50%)		5.0 x 50%= 2.50	
1.	Students (50%)		5.0 x 50% =2.50	
	Total for Instruction	25%	5.00	1.25
Resea	arch			
k.	Client/Dir. for Research (50%)		5.00 x 50% = 2.50	
I.	Dept. Head/Center Director (50%)		5.00 x 50% = 2.50	
	Total for Research	50%	5.00	2.50
Extens	sion			
k.	Client/Dir. for Extension (50%)		5.00 x 50 % = 2.50	
1.	Dept Head/Center Director (50%)		5.00 x 50% = 2.50	
	Total for Extension	20%	5.00	1.00
Production		5%	4.67	0.23
	TOTAL			4.98

EQUIVALENT NUMERICAL RATING: Add: Additional Points, if any: 4.98

TOTAL NUMERICAL RATING:

4.98

ADJECTIVAL RATING:

Outstanding

Prepared by:

afmin

Reviewed by:

MARIA ELSA M. UMPAD Administrative Officer II

Director

Approved:

OTHELLO B. CAPUNO
VP for Res. and Ext.

## "Exhibit B"

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

I, DANIEL LESL	IES. TAN of Phil	Rootcrops com	mits to deliver and agree to	be rated on the	e attainment of the	following targets in accordance w	ith the
indicated mea	sures for the period	July 1, 2019	to <u>December 31</u>	,, <u>2019</u>			
	du					Colomia A. Sangar	
	DANIE LESLIE S	. TAN			Approved:	ERLINDA A. VASQUEZ	<u>-</u>
	Ratee					Head of Unit	

						Rating			Remarks
MFO & PAPs	Tasks Assigned	Success Indicators	Targets	Actual Accomplishment	Q¹	E <sup>2</sup>	T <sup>3</sup>	A <sup>4</sup>	
Instruction services	To teach courses in undergraduate/graduate programs in Ag Engineering and Related Courses  To act as Thesis/OJT adviser/ Committee member toHS/BSAE/ MSAE students	No. of Advisees	3.00 FTE  3MSAE graduate student 2 BSAE Student 3 BSAE OJT Students	Courses Handled: 13 units  AGEN 200a.4 – Undergraduate OJT  AGEN300.2 – Graduate Thesis  AGEN300.3 – Graduate Thesis  Adviser to 3 MSAE Students  Adviser to 2 BSAE Thesis students  Adviser to 5 OJT Students	4	5	1	5	
Research Services	To make research proposals; conduct/implement approved research projects; present results; write reports (quarterly, mid-year; year-end and terminal reports	Research workload units conducted      Amount/value of research funds/resources externally generated	13.5 units Php1,000,000	2 Projects and 3 Component Studies ProjLdr and Comp Leader: Technical and System Improvement of the Portable Extruders for  Rootcrop Products (P4,090,573.44) ProjLdr and Comp Ldr: "Technology Utilization and Promotion of Selected Newly Developed Food Products from Cassava and Other Rootcrops" (P4.9M) Pro Ldr and Comp Ldr: Development of Business Plans, Promotion and Commercial Production of the Improved Portable Extruders for Puffed and Chippy Products (>P4M)	8	4	7	7	
		Number of technologies generated for information/ commercialization/pro tection	1 technology To be generated	Technologies Generated: -Improved Extrusion system					
		•No of publications	1 article submitted for publication	1 Article submitted for 2nd International Food Research Conference in Putrajaya, Malaysia     1 research article submitted to ATR					

2 reports of Projects (Terminal Report DA-BAR Number of reports: 2 reports 5 J Project) and Year-end Report) Year-end reports 1 proposal submitted to PCARRD: Researchproposals 1 proposal submitted for "Phase 2 - ISP Project" made funding 1 National/ Attended: Attendance to 1) Women Inventor's Summit(National), 3-4Oct, Conferences International 2019, Cebu City, Conferences 2) PhilARM Convention (International), Zamboanga City, 12-16N0v2019 3) 2<sup>nd</sup> IFRC (International), Putrajaya, Malaysia, 27-29Aug2019 4) RTC Congress, Luxent Hotel, Quezon City, 17-18Oct2019 Resource Person, RTC Congress (International), Oct Technical expert service Resource Person Extension 1 J 5 to 1 17-18,2019) conducted as resource Services Resource person to Cassava Processing Training in training/seminar person Daram, Samar (Dec 5-6, 2019). Resource Person: "CORE (Capacitation on Research and Extension) 3, Series 1, 2019: Methodologies in Engineering Research" on Sept 5, 2019, Biliran State university, Naval, Biliran Evaluator, Cluster RDE Review at BIPSU, Naval, Biliran (July 24-25, 2019) and SSU, Catabalogan, Samar (Sept 12-13, 2019) Processed more than 50 kg of vacuum fried Produce vacuum fried Process 50 kg Production/Income-5 products from vacuum fried products. **Generating Projects** products sweetpotato Fabricate 1 • Fabrication of root crops Fabricated: 1 unit grater, 2 units spinner for unitprocessing processing machines equipment Guiuan and Salcedo Assist an Other activities organization in Assisted the ABS-CBN Foundation in the design for the renovation of the Processing Plant in the design of a processing pant Marabut, Samar. Designed a processing plant for Surigao Del Sur. Member of 2 Investigation Committees Do other duties assigned by **Administrative** 4.47 5 Services Supervisors **Total Over-all** Rating

Average Rating (Total Over-all rating divided		
by 4)		
Additional Points:		
Punctuality		
Approved Additional points (with copy of approval)	* "	
FINAL RATING	1	4.95
ADJECTIVAL RATING		Outstanding

Evaluated and Rated by:

ERLINDA A. VASQUEZ Director

1 - quality

2 – Efficiency 3 – Timeliness

4 - Average

Recommending Approval

JOSE L. BACUSMO Director for Research Comments & Recommendations for

Development Purpose: in scientific gatherings like forum, symposium, conferences, etc.

To publish paper out of the results of the projects

To attend leadership and
management in organization
training

Approved by:

OTHELLO B. CAPUNC

# PERFORMANCE MONITORING & COACHING JOURNAL

1st Q U A R R T E R

Name of Office:

**PhilRootcrops** 

Head of Office:

Dr. Erlinda A. Vasquez

Name of Personnel:

DANIEL LESLIE S. TAN

Activity						
Monitoring	Mee		Memo	Others (Pls.	Remarks	
ard a sth	One-on-One	Group		specify)		
3 <sup>rd</sup> & 4 <sup>th</sup>	one-on-one	Monthly	Issuance of		Attendance to	
Quarter	discussion on	PRDC meeting	of internal		PRDC monthly	
	project /		memoranda		Meetings by	
Monitoring	program				the members	
	progress				of the Research	
					and	
					Development	
					Council	
	Research	one-on-one			Proposal	
Coaching	proposal	discussion on			prepared and	
	production to	project			submitted to	
	DA/DA-	progress			DA-BAR /	
	BAR/PCAARRD	p. 68. 666			PCAARRD	
	/other agencies	Group			The same of the sa	
	submission	coaching			/other agencies	
	3451111331011	during PRDC			Name	
					New proposal	
		Meetings			for evaluation	

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

Conducted by:

ERLINDA A. VASQUEZ

Director

### **EMPLOYEE DEVELOPMENT PLAN**

Name of Employee: **DANIEL LESLIE S. TAN** Performance Rating: Outstanding Aim: Making of Fundable Research Proposal Proposed Interventions to Improve Performance: First Step: Secures priority research areas from funding agencies Writes of research proposals, publish article in Journal Conducts and monitors on-going projects Result: Written project research proposals ready for submission to funding agencies Written research article ready for submission to Journal Project activities implemented Date: Jan 2020 \_\_\_\_ Target Date: June 2020 Next Step: Follow up the progress of the submitted research proposal(s) Editing and rewriting of the submitted article Writing of terminal reports Outcome: Research proposal funded. Published article in a reputable journal Research results presented in related scientific conferences Terminal reports prepared Final Step/Recommendation:

Monitoring and evaluation of the conducted research project, and published article, present paper in scientific conferences and preparation of terminal reports.

Prepared by:

ERLINDA A. VASQI

Director

Name of Ratee/ Faculty / Staff