

Exhibit K

**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS
January to June 2020**

Name of Faculty Member: MARIO E BALIAD

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)	4.73	$4.73 \times 100\% = 4.73$	
Total for Instruction	30%	4.73	1.419
2. Research			
a. Client/Dir. for Research (50%)	5.00	$5.0 \times 50\% = 2.5$	
b. Dept. Head/Center Director (50%)	4.75	$4.75 \times 50\% = 2.375$	
Total for Research	30%	4.875	1.46
3. Extension			
a. Client/Dir. for Extension (50%)	5.00	$5.0 \times 50\% = 2.5$	
b. Dept Head/Center Director (50%)	4.75	$4.75 \times 50\% = 2.375$	
Total for Extension	20%	4.875	0.975
4. Administration	15%	4.87	0.73
5. Production	5%	4.67	0.23
TOTAL			4.814

EQUIVALENT NUMERICAL RATING: 4.814

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 4.814

ADJECTIVAL RATING: Outstanding

Prepared by:

Reviewed by:

MARIO E. BALIAD

Name of Faculty

MARIA JULIET C CENIZA

Department Head

Recommending Approval:

JOSE L. BACUSMO

Director for Research

Approved:

OTHELLO B. CAPUNO

Vice President for Research, Extension & Innovation

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW (OPCR)

"Exhibit B"

I, MARIO E. BALIAD, Associate Professor III of the NATIONAL COCONUT RESEARCH CENTER-Visayas commit to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period JANUARY TO JUNE 2020.

MARIO E. BALIAD
Professor VI
Date:

Approved:

JOSE L. BACUSMO
Director for Research
Date:

Date:

OTHELLO B. CAPUNO
Vice President, OVPRE8

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Assigned Tasks	Center Target	% of Accomplishment	Details of Accomplishment	Rating				REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
							Quality	Efficiency	Timeliness	Average	
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	5	210.00%	10.5	5	5	5	5.00	
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	2	100.00%	2	5	4	5	4.67	
		A 11. Number of INC forms with grade submitted within prescribed period	Facilitates students in their completion of the subject and submits completion forms with grade within prescribed period	1	100.00%	1	5	4	4	4.33	
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	2	100.00%	2	5	5	5	5.00	
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	5	200.00%	10	5	4	5	4.67	
		A15. Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	100	300.00%	300	5	5	5	5.00	

	PI 8: Number of students advised: *	A16. Number of students advised:	<i>Acts as academic adviser to students</i>	4	100.00%	4	4	5	4	4.33	
		A17. Number of students advised on thesis/ field practice/special problem:									
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript	2	200.00%	4	4	5	5	4.67	
		A18. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	7	142.86%	10	4	5	5	4.67	
		Number of approved manuscript submitted within prescribed period	Reviews and approves student thesis manuscript	1	200.00%	2	5	5	5	5.00	
UMFO 3 . RESEARCH SERVICES											
	PI 2. Number of research outputs completed within the year *	A 28. Number of research outputs completed within the year *	Conducts and completes research oroject within the year	1	100.00%	1	4	5	5	4.67	
	PI 4 Number of research oututs presented in regional/national/int'l for a /conferiencs	A 30 Number of research outputs presented in regional/national/ int'l fora /conferences	Prepares, submits and presents research paper in scientific fora conferences								
		In intititutional fora/conferences		1	200.00%	2	4	5	5	4.67	
	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	100.00%	1	4	5	5	4.67	
		Number of crop varieties conserved and utilized by clients and industries		30	166.67%	50	5	5	5	5.00	
UMFO 4. EXTENSION SERVICES											
	PI 2. Number of trainees weighted by the length of training	A 37. Number of trainees weighted by the length of training	Conducts trainings among beneficiaries of technologies for transfer	35	142.86%	50	5	5	5	5.00	

	PI 3. Number of extension programs organized and supported consistent with the SUC's mandated and priority programs	A 38. Number of extension programs/projects implemented	Implementes duly approved extension projects	1	100.00%	1	4	5	5	4.67	
	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								
	Research Mentoring	Research Mentor									
	Peer reviewers/Panelists	Peer reviewers/Panelists									
	Resource Persons	Resource Persons		1	100.00%	1	4	5	5	4.67	
	Convenor/Organizer	Convenor/Organizer									
	Consultancy	Consultant									
	Evaluator	Evaluator									
	PI 8. Percent of extension proposals approved *	A 41. Percent of extension proposals approved *	Prepares extension project proposals, submits and follow up its approval for immediate implementation	1	100.00%	1	4	5	5	4.67	
UMFO 5. SUPPORT TO OPERATIONS											
	Income Generating and Production Services										
	Sustainable Income generation activities to support University activities	Number of STF/IGP's monitored, supervised and managed	Manages and monitors STF and Income Generating Projects of the Center	1		1	4	5	5	4.67	
UMFO 6. General Admin. & Support Services											
	PI 2. Zero percent complaint from clients served	A 46. Customer friendly frontline services	Provides customer friendly frontline services to clients	Zero % complaint		Zero % complaint	5	5	5	5.00	
	PI 3: Additional Outputs	A 47. Number of /new initiatives introduced resulting to best practice replicated/benchmarked by other depts/agencies *	Initiates/introduces improvements in performing functions resulting to best practice								

	Efficient office management and maintenance	Number of VSU landscape personnel supervised and monitored		4	125.00%	5	5	5	5	5.00	
		Number of VSU landscape meetings conducted		3	133.33%	4	5	4	5	4.67	
		Number of University committees/council meetings attended		2	100.00%	2	4	5	5	4.67	
		Number of visitors/clients/investors briefed and entertained		15	133.33%	20	5	5	5	5.00	
										4.76	
	Average Rating		4.76		Comments & Recommendations for Development Purpose: <i>Creative + successful. Key supportive & participation of the Center's activities.</i>						
	Additional Points:										
	Approved Additional points (with copy of approval)										
	FINAL RATING		4.76								
	Adjectival Rating		Outstanding								

Evaluated & Rated by:

MARIA JULIET . CENIZA

Director , NCRC-V

Date:

Recommending Approval:

JOSE L. BACUSMO

Director for Research

Approved by:

OTHELLO B. CAPUNO

Vce President, OVPREI

Date:

PERFORMANCE MONITORING FORM

Name of Employee: MARIO E. BALIAD

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
1	<i>Handles and teaches courses assigned</i>	<i>Handled and taught courses assigned with a total FTE of 10.5</i>	Jan 2020	June 2020	June 2020	Very Impressive	Very Satisfactory	
2	Prepares gradesheet and submits on or before deadline	Prepared gradesheet and submitted it on or before deadline	Jan 2020	June 2020	June 2020	Very Impressive	Very Satisfactory	
3	Facilitates students in their completion of the subject and submits completion forms with grade within prescribed period	Facilitated students in their completion of the subject and submitted completion forms with grade within prescribed period	Jan 2020	June 2020	June 2020	Very Impressive	Very Satisfactory	
4	Administers and checks long examination for subjects taught	Administered and checks long examination for subjects taught	Jan 2020	June 2020	June 2020	Very Impressive	Very Satisfactory	
5	Prepares and checks quizzes for lec and lab	Prepared and checked quizzes for lecture and laboratory classes	Jan 2020	June 2020	June 2020	Very Impressive	Very Satisfactory	
6	Checks lab reports and term papers submitted as required	Checked lab reports and term papers submitted as required	Jan 2020	June 2020	June 2020	Very Impressive	Very Satisfactory	
7	<i>Acts as academic adviser to students</i>	<i>Acted as academic adviser to 4 students</i>	Jan 2020	June 2020	June 2020	Very Impressive	Very Satisfactory	
8	Advises and corrects research outline and thesis/SP manuscript	Advised and corrected 4 research outlines and thesis/SP manuscripts	Jan 2020	June 2020	June 2020	Very Impressive	Very Satisfactory	
9	Entertains students consulting on subject taught, thesis and grades	Entertained 10 students consulting on subject taught, thesis and grades	Jan 2020	June 2020	June 2020	Very Impressive	Very Satisfactory	
10	Reviews and approves student thesis manuscript	Reviewed and approved 2 student thesis manuscript	Jan 2020	June 2020	June 2020	Very Impressive	Very Satisfactory	
11	Conducts and completes research project within the year	Conducted and completed research project within the year	Jan 2020	June 2020	June 2020	Very Impressive	Very Satisfactory	
12	Prepares, submits and presents research paper in scientific fora	Prepared, submitted and presented 1 research paper in scientific fora	Jan 2020	June 2020	June 2020	Very	Very	

	conferences	conferences				Impressive	Satisfactory	
13	Prepares research proposals, submits and follows up its approval for immediate implementation	Prepared 1 research proposals, submitted and follows up its approval for immediate implementation	Jan 2020	June 2020	June 2020	Very Impressive	Very Satisfactory	
14	Number of crop varieties conserved and utilized by clients and industries	Conserved 50 crop varieties and utilized by clients and industries	Jan 2020	June 2020	June 2020	Very Impressive	Very Satisfactory	
15	Conducts trainings among beneficiaries of technologies for transfer	Conducted trainings among 50 beneficiaries of technologies for transfer	Jan 2020	June 2020	June 2020	Very Impressive	Very Satisfactory	
16	Implements duly approved extension projects	Implemented 1 duly approved extension projects	Jan 2020	June 2020	June 2020	Very Impressive	Very Satisfactory	
17	Provides the technical and expert services requested by beneficiaries	Provided the technical and expert services as resource person as requested by beneficiaries	Jan 2020	June 2020	June 2020	Very Impressive	Very Satisfactory	
18	Prepares extension project proposals, submits and follow up its approval for immediate implementation	Prepared 1 extension project proposals, submitted and followed up its approval for immediate implementation	Jan 2020	June 2020	June 2020	Very Impressive	Very Satisfactory	
19	Manages and monitors STF and Income Generating Projects of the Center	Managed and monitored STF and Income Generating Projects of the Center	Jan 2020	June 2020	June 2020	Very Impressive	Very Satisfactory	

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

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

Prepared by:


MARIA JULIET C. CENIZA
Unit Head

APPENDIX C

The QCE of the NBC No. 461 for Research Instrument 2: LEADERSHIP

Rating Period: **JANUARY TO JUNE 2020**

Name of Faculty: **MARIO E. BALIAD** Academic Rank: Assoc Professor
Evaluators: The immediate supervisor

- | | |
|--|--|
| <input type="radio"/> Program Project Leaders | <input type="radio"/> College Research Coordinator |
| <input type="radio"/> Project Leader for Study Leaders | <input type="radio"/> College Research Director |
| <input type="radio"/> Others (Please Indicate) _____ | |

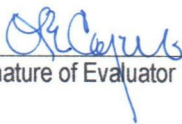
Title of Project: Study 6: Yield performance of different intercrops under coconut using organic and inorganic fertilizers.

Instruction: Please evaluate the faculty using the scale below. Encircle your rating.

Scale	Descriptive Rating	Qualitative Description
5	Outstanding	The performance almost always exceeds the job requirements. The Faculty is an exceptional role model
4	Very Satisfactory	The performance meets and often exceeds the job requirements
3	Satisfactory	The performance meets job requirements
2	Fair	The performance needs some development to meet job requirements.
1	Poor	The faculty fails to meet job requirements

Faculty Performance/Output	Scale				
1. Regularly communicates quality output of the research proceeding to colleagues/staff/clientele/ subordinates.	5	4	3	2	1
2. Manages priorities to get the job done and able to looks for better ways to confronts conflict situations in an honest and direct manner	5	4	3	2	1
3. Encourage/motivates participation/cooperation of the people evolved in the research proceedings.	5	4	3	2	1
4. Suggest/introduces strategies that enhanced colleagues/staff/clientele/subordinates' skills and abilities to perform the research activity in a more efficient manner.	5	4	3	2	1
5. Communicates directly, openly, honestly and shares information with the concerned individual or people involved in their research proceeding	5	4	3	2	1

Total Score: _____


Signature of Evaluator

Signature of Witness

Name of Evaluator

Name of Witness

Position of Evaluator

Agency and Position

Date : _____

Date : _____

APPENDIX G
The QCE of the NBC No. 461 for Extension
Instrument 2: LEADERSHIP

Rating Period: JANUARY TO JUNE 2020

Name of Faculty: MARIO E. BALIAD Academic Rank: ASSISTANT PROFESSOR

Evaluators: Immediate Supervisor

- ☐ Director for Extension
☐ Team/Project leader
☐ College Extension Coordinators
☐ Others (Please Indicate) _____

Title of Project: Showcasing Profitable and Sustainable Coconut-based Technologies to Support Promotion and its Dissemination Through Techno Demo Sites

Instruction: Please evaluate the faculty using the scale below. Encircle your rating.

Scale	Descriptive Rating	Qualitative Description
5	Outstanding	The performance almost always exceeds the job requirements. The Faculty is an exceptional role model
4	Very Satisfactory	The performance meets and often exceeds the job requirements
3	Satisfactory	The performance meets job requirements
2	Fair	The performance needs some development to meet job requirements.
1	Poor	The faculty fails to meet job requirements

Faculty Performance/Output	Scale				
1. Regularly communicates quality output of the extension proceeding to colleagues/staff/clientele/ subordinates.	<u>5</u>	4	3	2	1
2. Manages priorities to get the job done and able to looks for better ways to confronts conflict situations in an honest and direct manner	<u>5</u>	4	3	2	1
3. Encourage/motivates participation/cooperation of the people evolved in the extension activity(s).	<u>5</u>	4	3	2	1
4. Suggest/introduces strategies that enhanced colleagues/staff/clientele/subordinates' skills and abilities to perform the extension activity(s) in a more efficient manner.	<u>5</u>	4	3	2	1
5. Communicates directly, openly, honestly and shares information with the concerned individual or people involved in their extension activity(s)	<u>5</u>	4	3	2	1

Total Score: 25

Signature of Evaluator

AP X BEMO

Name of Evaluator

Dir for Extension

Position of Evaluator

Date : _____

Signature of Witness

Name of Witness

Agency and Position

Date : _____

PERFORMANCE MONITORING & COACHING JOURNAL

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

Name of Office: NCRC-V

Name of Employee: Mario E. Baliad

Head of Office: Maria Juliet C. Ceniza

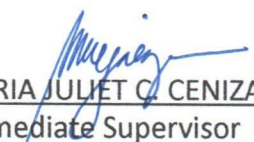
Number of Personnel: _____

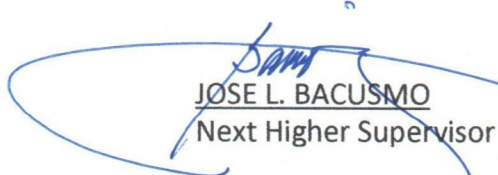
Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring					
Monitoring of monthly accomplishments	✓	✓			
Coaching					
On research conducted	✓	✓			

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

Conducted by:

Noted by:


MARIA JULIET C. CENIZA
 Immediate Supervisor


JOSE L. BACUSMO
 Next Higher Supervisor

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: MARIO E. BALIAD
Performance Rating: _____

Aim: Enhance good supervisor

Proposed Interventions to Improve Performance:

Date: January 6, 2020 Target Date: January 20, 2020

First Step:

Assess capabilities as study leader

Result:

Aware of one's competence.

Date: January 27, 2020 Target Date: February 17, 2020

Next Step:

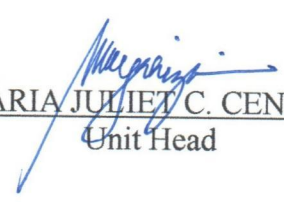
Attend lectures on self motivations.

Outcome: Effective Faculty

Final Step/Recommendation:

Apply to workers of the Center

Prepared by:


MARIA JULIET C. CENIZA
Unit Head

Conforme:


MARIO E. BALIAD
Name of Ratee Faculty/Staff