

SUMMARY OF INDIVIDUAL RATINGS OF STAFF MEMBERS  
WITH MULTIPLE FUNCTIONS

Name of FacultyMember: JAKE ERNEST P. BINUEZA

Program Involvement (1)	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating
(1)	(2)	(3)	(2x3)
1. Instruction			
a. Head/Dean (50%)	50%	4.56	2.28
b. Students (50%)	50%	4.67	2.34
TOTAL for Instruction			4.62
2. Research			
3. Extension			
4. Administration			
5. Production			
TOTAL			4.62

EQUIVALENT, NUMERICAL RATING: 4.62  
Add: Additional Points, if any: \_\_\_\_\_  
TOTAL, NUMERICAL RATING: 4.62

ADJECTIVAL RATING: Outstanding

Prepared by: \_\_\_\_\_ Reviewed by: \_\_\_\_\_

JAKE ERNEST P. BINUEZA  
Name of Staff

JUNDY R. CASTIL  
Head, DME

Recommending Approval: \_\_\_\_\_

ROBERTO C. GUARTE  
Dean, COE

Approved by: \_\_\_\_\_

BEATRIZ S. BELONIAS  
President

## INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, JAKE ERNEST P. BINUEZA, a faculty member of the DEPARTMENT OF MECHANICAL ENGINEERING 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 1 to December 31, 2018.

JAKE ERNEST P. BINUEZA

Ratee

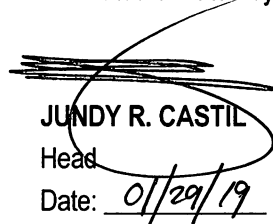
JUNDY R. CASTIL

Head

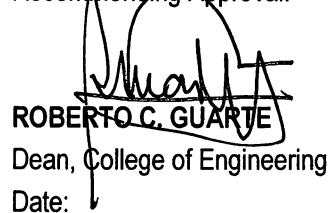
MFO No.	MFO Description	Success/ Performance Indicator (PI)	Program/ Activities/ Projects	Tasks Assigned	Target	Actual Accomplishment	Rating				Remarks
							Q <sup>1</sup>	E <sup>2</sup>	T <sup>3</sup>	A <sup>4</sup>	
UMFO2.	Higher Education Services										
	MFO1. Curriculum Program Management Services										
	PI 1. Total Undergraduate FTE monitored		Instruction	Teach BSME subjects	30	50.55	5	5	5	5.00	
	PI 7. Number of academe/industry linkage established		Established academe/industry linkage	Coordinates the academe/industry linkage	1	1	4	4	4	4.00	
	PI 8. Number of students advised		Academic Adviser	BSME Students Academic Adviser	40	43	5	5	5	5.00	
	PI 9. Number of Student organizations Advised/Assisted		JPSME	Adviser	1	1	5	5	5	5.00	
	PI10. Number of instructional materials developed		Syllabus for courses taught	Preparation of OBE-based syllabus	3	4	5	5	5	5.00	
	PI 6. Additional outputs										
	Number of students advised on thesis/field practice/special problem		Advising and monitoring	Adviser of students enrolled in ME Project	6	6	4	4	4	4.00	
	Number of student-related activities attended		Advising and monitoring	Participant	1	1	4	4	4	4.00	

UMFO 3.	Research Services									
UMFO 4.	Extension Services									
UMFO 5.	Support to Organization									
	MFO 3. Faculty Evaluation Services									
	PI 4. Number of in-house seminars/ trainings/workshops/reviews conducted/attended	Attendance and participation to seminar/workshop	Attend as participants to seminar/workshop/training	1	1	4	4	4	4.00	
UMFO 6.	General Admin. & Support Services (GASS)									
	MFO 2. Frontline Services									
	PI 1. Efficient and customer-friendly frontline service	Consultation	Zero percent complaint from clients served	100%	100%	5	5	5	5.00	
						Total Points				
Total Over-all Rating						41.00				
Average Rating (Total Over-all rating divided by 4)			4.56	Comments & Recommendations for Development Purpose: Submit proposal for research and extension for CY 2019						
Additional Points:										
Approved Additional Points (with copy of approval)		XX								
FINAL RATING			4.56							
ADJECTIVAL RATING			Outstanding							

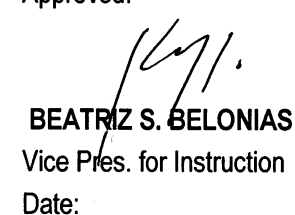
Evaluated & Rated by:

  
**JUNDY R. CASTIL**  
Head  
Date: 01/29/19

Recommending Approval:

  
**ROBERTO C. GUARITE**  
Dean, College of Engineering  
Date: \_\_\_\_\_

Approved:

  
**BEATRIZ S. BELONIAS**  
Vice Pres. for Instruction  
Date: \_\_\_\_\_



*Visayas State University*  
**COLLEGE OF ENGINEERING**  
**Department of Mechanical Engineering**  
Visca, Baybay City, Leyte, Philippines

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**EMPLOYEE DEVELOPMENT PLAN**

Name of Employee: **Engr. Jake Ernest P. Binueza**

Performance Rating: **Outstanding**

**Aim:** To attend technical seminars conducted by accredited professional organizations in relation to continued professional development as mandated in RA 8495 & RA 10912 emphasizing the importance of its compliance and provisions to enhance competencies as practicing Mechanical Engineer.

**Proposed Interventions to Improve Performance, Competence and Qualification to assume higher responsibilities:**

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**Date:** January 2018

**Target Date:** July 2018

**First step:**

The faculty member will be recommended by the College Personnel Committee to attend the 66th PSME National Convention (NATCON) to be held on October 17-20, 2018 at the SMX Convention Center, MOA Complex, Pasay City. The said recommendation will be addressed to the University President through the Vice-President for Instruction. The said National Conference will cover 15 CPD units which is very important for required 45 CPD units for the renewal of the PRC License. Along with technical seminars, is the 8th Philippine Machinery Exhibition (PHILMACH) which will showcase the equipment on the different mechanical engineering fields.

**Results:**

- The recommendation of the College Personnel Committee has been approved by University President.
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**Date:** August 2018

**Target Date:** December 2018

**Next Step:**

- The Department will process the documents required for the release of Cash Advance for the expenses needed within his travel including the registration fee.
- Engr. Binueza will have to make arrangement for the missed classes during his attendance to the said conference.

**Outcomes:**

- Attendance to the accredited professional organizations in relation to continued professional development - 66<sup>th</sup> PSME National Convention (NATCON) held on October 17-20, 2018 at the SMX Convention Center, MOA Complex, Pasay City
- Obtained 15 CPD Units from attending the said conference.
- Attended the 8th Philippine Machinery Exhibition (PHILMACH) which showcased modern equipment on the different mechanical engineering fields.
- Enhance competencies as practicing Mechanical Engineer.

**Final Steps/Recommendation:**

- Submit liquidation of expenses with Travel Report to the Office of the Vice President for Instruction through the Accounting Office.
- The learnings from the seminars and trainings will be reechoed to the Department faculty, staff and the students.

Prepared by:

JUNDY R. CASTIL  
Unit Head

Conforme:

JAKE ERNEST P. BINUEZA  
Name of Ratee Faculty/Staff