


SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS


Name of Faculty Member: Dr. Julieta R. Roa

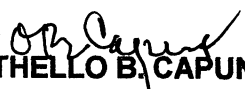
Program Involvement	Percentage Weight of Involvement (2)	Numerical Rating (Rating x %) (3)	Equivalent Numerical Rating (2 x 3)
Instruction			
Head (50%)			
Students (50%)			
Total for Instruction	25%		
Research			
Dept Head /Center Director			
Total for Research	50%	5.00 x 0.5 =	2.50
Extension			
Dept. Head/Center Director			
Total for Extension	20%	5.00 x 0.20 =	1.00
Administration	5%	5.00 x 0.05 =	0.25
Total	100%		3.75

Equivalent numerical rating 3.75
Add: additional Points if any:
Total Numerical Rating: 3.75

Adjectival rating: SATISFACTORY

Prepared by:

MARIA ELSA M. UMPAD
AO II

Reviewed By:

ERLINDA A. VASQUEZ
Dircetor

Approved:

OTHELLO B. CAPUNO
VP for Res. & Ext.

"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **JULIETA R. ROA**, 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 July 1 to Dec 31, 2018.

JULIETA R. ROA

Ratee

ERLINDA A. VASQUEZ

Head of Unit

Date _____

MFOs / PAPs	Success Indicators	Task Assigned	Target	Actual Accomplishment	Rating				Remarks
					Q1	E2	T3	A4	
Advanced and Higher Education Services	<u>FTE</u>								
	Number of workshop/ writeshops of knowledge products	Lead role facilitator; write-up and editing; writing and review of materials	7	10	4	4	4	4	
	Number of FBS/ABS manual: Modules prepared Manual review	Prepares modules of the ABS Manual with CC&genderreview	3	5					
	Reviews materials for video presentation& IEC materials	Plansvideo/photo clips for IEPR/ATI knowledge products	6	6					
	Number of Learning Guides& Monitoring-Mentoring Guide for FBS implementation	Prepares Learning Guide for TOF-FBS; monitoring-mentoring guide	5	5					
Research Services	Amount /value of research funds / resources externally generated	Proponent/project leader of proposals; 2 Approved;implemented	4M	10 M	5	5	5	5	
	Number of MOA /								

	MOU prepared / signed	Programme-related	1	3					
	Number of capacity development activities for researchers	Prepares Paper/ slide presentation; conducts workshop-training	9	10					
	Number of proposals prepared and submitted	Prepares/packages proposal	1	3					
	Number of proposals reviewed	CGUARD, Corn-cassava	10	10					
	Number of membership in RDE Committee/TWG	International	1	1					
		National	2	2					
	Number of R&D projects monitor visits and consultation	Monitoring field visits and consultation meetings	30	35					
	Number of projects implemented	Implements the projects as to plan/design: As Project Leader As component/study leader	6	6					
	Number of Terminal Reports prepared	As Project leader	1	2					
Extension Services	Number of person-days trained	Serve as resource person / facilitate value chain & farmer business school, enterprise development, RTCs for food security, livelihoods and climate smart agriculture, field work	300	500	5	5	5	5	


	Number of linkages forged	To forge linkage with various LGUs, private sector, POs, and NGOs	5	5					
	Number of value chains/ enterprises developed	Serves as Leader/coordinator in developing VCs	20	25					
	Number of value chains/ enterprises initiated	Services/information delivery	10	15					
	Number of beneficiaries served	Management/technical advisory extension services	500	600					
	Number of IEC materials prepared/ reviewed	As Leader/reviewer	6	8					
	Number of protocol/guides finalized	As leader/writer	2	2					
Production Services (Resource Generation)	Number of project monitoring /consultation of extension sites	Lead role facilitation as project leader	15	20	5	5	5	5	
	Survey and planning for planting material distribution	Facilitates the distribution	10	15					
	Amount of Products sold; facilitated in exhibits	In launching, exhibits and promotions	3000 Php	10 000 Php					
Administrative Services	Prompt and speedy action of administrative and financial documents	100% of documents processed and acted within two days with zero complaint	30	40	5	5	5	5	
	<u>Meetings facilitated</u>								

[illegible]

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

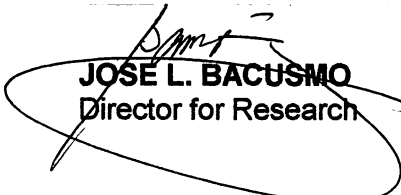
Comments & Recommendations for Development Purpose:

Evaluated and Rated by:


ERLINDA A. VASQUEZ
 Director

Date: _____

Recommending Approval:


JOSE L. BACUSMO
 Director for Research

Date: _____

Approved by:


OTHELLO B. CAPUNO
 Vice President for Research and Extension

Date: _____

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

PERFORMANCE MONITORING & COACHING JOURNAL

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

Name of Office: PhilRootcrops


Head of Office: Dr. Erlinda A. Vasquez

Name of Personnel: JULIETA R. ROA

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring Aug 6, 2018 Sept 3, 2018 Oct 11, 2018 Nov 5, 2018 Dec 3, 2018	one-on-one discussion on project / program progress	Monthly PRDC meeting	Issuance of internal memoranda		Attendance to PRDC monthly Meetings by the members of the Research and Development Council
Coaching	Research proposal production to DA/DA-BAR/PCAARRD /other agencies submission	one-on-one discussion on project progress Group coaching during PRDC Meetings Aug 6, 2018 Sept 3, 2018 Oct 11, 2018 Nov 5, 2018 Dec 3, 2018			Proposal prepared and submitted to DA-BAR / PCAARRD /other agencies New proposal for evaluation

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

Conducted by:


ERLINDA A. VASQUEZ
Immediate Supervisor

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: JULIETA R. ROA
Performance Rating: Satisfactory

Aim: Making of fundable research proposals

Proposed Interventions to Improve Performance:

Date: July 2018 Target Date: December 31, 2018

First Step:

- Secure priority research areas from different funding agencies
- Write research proposals and submit to funding agencies for evaluation
- Defend research proposals to panel reviewers
- Continue with the implementation of on-going projects
- Prepare articles for publication in refereed journals

Result:

- Research proposal ready for submission to funding agency/ies
- Project activities conducted and implemented
- Articles polished and ready for submission to journals

Date: Jan 01, 2019 Target Date: July 30, 2019

Next Step:

- Follow-up progress of the submitted proposals
- Continue with the implementation of on-going projects
- Preparation of agency project reports
- Submitted articles for review by editors of the journals

Outcome:

- Agency reports submitted to funding agency
- Articles ready for publication
- Research proposals funded

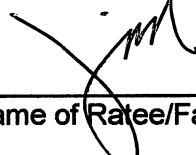
Final Step / Recommendation:

- To prepare proposals ready for funding.
- To publish research article in refereed journal.

Prepared by:


ERLINDA A. VASQUEZ
Director

Conforme:


Name of Ratee/Faculty / Staff