SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: ARTHUR IT. TAMBONG

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
c. Head/Dean (50%)		4.87	
d. Students (50%)			
Total for Instruction	80%	4.87	3.89
2. Research			
c. Client/Dir. for Research (0%)			
d. Dept. Head/Center Director (0%)			
Total for Research	10%	4.58	0.46
3. Extension			
c. Client/Dir. for Extension (0%)			
d. Dept Head/Center Director (0%)			
Total for Extension	10%	5	0.50
4. Administration			
5. Production			
TOTAL			4.85

EQUIVALENT NUMERICAL RATING: 4.85
Add: Additional Points, if any:
TOTAL NUMERICAL RATING: 4.85

ADJECTIVAL RATING: **Outstanding**

Prepared by: Reviewed by:

ATHUR IT. TAMBONG   ELDON P. DE RADUA
Name of Faculty   Department Head

Recommending Approval:

ROBERTO C. GUARTE, Ph.D.
Dean/Director

Approved:

BEATRIZ S. BELONIAS, Ph.D.
Vice President

DEPARTMENT OF AGRICULTURAL AND BIOSYSTEMS ENGINEERING
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VISAYAS STATE UNIVERSITY

"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, ARTHUR IT. TAMBONG., a faculty member of the __DEPARTMENT OF AGRICULTURAL AND BIOSYSTEMS ENGINEERING__ commit to the deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period July to December 2020.

Approved:

ARTHUR IT. TAMBONG
Professor III
Date: 04 Jan 2021

ELDON P. DE PADUA
Department Head
Date: 14 Jan 2021

ROBERTO C. GUARTE
Dean, CET
Date: 18 Jan 2021

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target	Actual Accompli shment	Quality	Eficiency	Timeliness	Average	REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
						Rating				
UMFO 1. ADVANCED EDUCATION SERVICES										

OVPI MFO 2. Graduate Student Management Services										
PI 4: Total FTE coordinated, implemented & monitored*	**A1**. Actual Faculty's FTE	Handles subjects/courses assigned								
PI 8: Number of graduate students advised *	**A2**. Number of students advised	Acts as academic adviser to graduate students								
	A3. Number of students advised on thesis/special problem/dissertation									
	As GAC Chairman	Advises and corrects research outline and thesis/SP/dissertation manuscript								
	AS GAC Member	Advises and corrects research outline and thesis/SP/dissertation manuscript								
	A4. *Number of students entertained for consultation purposes*	*Entertains students seeking consultation with faculty*	2	5	5	5	5	5.00		Various old MSAE students

PI 9: Number of instructional materials developed *	A5. Number of on-line ready coursewares developed and submitted for review	Converts the existing instructional materials into flexible learning systems							
	On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof							
	Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught							
	Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.							

		A 6 : Number of on-line course ware reviewed by TRP & edited by MMDC editor	Submits the course ware duly reviewed by TRP for editing by MMDC editor							
		A 7 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom							
	PI 10 . Additional outputs:	A 8. Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal	0	2	5	5	5	5.00	(1) BFA software (2) 2020 FS Datasets support software in graduate works and projects

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	▉	14.25	4	5	5	4.67	Esci131n (2sec) ESc114 (2 sec)
		A10 . Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	4	4	5	5	5	5.00	Esci131n (2sec) ESc114 (2 sec)

		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	NA						
		A12. *Number of trainings attended related to instruction*	Attend mandated trainings	1	2	5	5	4	4.67	Siminars & orientations on online classrm.
		A13. *Number of long examinations administered and checked*	Administers and checks long examination for subjects taught	4	4	5	5	4	4.67	Esci131n (2sec) ESc114 (2 sec)
		A14. *Number of quizzes administered and checked*	Prepares and checks quizzes for lec and lab	4	4	5	5	5	5.00	Esci131n (2sec) ESc114 (2 sec)
		A15. *Number of lab reports and term papers checked and graded*	Checks lab reports and term papers submitted as required	NA						
	PI 8: Number of students advised: *	*A16*. Number of students advised:	*Acts as academic adviserto students*							

		A17. *Number of students advised on thesis/ field practice/special problem:*								
		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript							
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript	15						
		A18. *Number of students entertained for consultation purposes*	Entertains students consulting on subject taught, thesis and grades	10	20	5	5	5	5.00	Various BSABE & BSAE students
	PI 9: Number of student organizations advised/ assisted *	*A19*. *Number of Student organizations advised*	Advises student organizations recognized by USOO	0	1	5	5	4	4.67	CBI
		A20. *Number of Student organizations assisted on student related activities*	Assists student organizations in implementing student related activities	0	2	5	5	5	5.00	(1) PSABE VSU Student Chapter, (2) CBI

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	2	2	5	5	5	5.00	ABEn 156 SLG, ABEn 156 Lab. Manual
	On-line ready courseware	*Prepares Instructional module/laboratory guide/workbook or a combination thereof*	2	2	5	5	5	5.00	ABEn 156 SLG, ABEn 156 Lab. Manual
	Supplemental learnin	*Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught*	2	2	5	5	4	4.67	Esci 131n, Esci 114
	Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	4	8	5	5	4	4.67	Esci131n (2sec) ESc114 (2 sec)
	A 23 : Number of on-line course ware reviewed by TRP & edited by MMDC editor	Submits the course ware duly reviewed by TRP for editing by MMDC editor	2						Passed Dept TRP, not reviewed by MMDC yet.

		A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	2	3	5	5	5	5.00	(1) Esci131n, (2) ESc114, (3) ABEn 156
	PI 11. Additional outputs	A 25. Number of Additional outputs accomplished:		0	2	5	5	5	5.00	(1) BFA software (2) 2020 FS Datasets used in Esci 131n
		Program accreditation/evaluation	Prepares documents and /or program profile and other materials required during program/institutional accreditation and/or evaluation	0	5	5	5	4	4.67	AACUP Preparatory supporting documents on trainings and extension
		Agency/firm/Industry linkages	Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU	0	2	5	5	5	5.00	(1) BAFE, (2) BFAR all in Quezon City

		A 26. Other outputs implementing the new normal due to covid 19	Designs experiential learning activities and other outputs to implement new normal	0	10	5	5	4	4.67	10 Lab. Exercises in ABEn 156 for new normal condition
UMFO 3 . RESEARCH SERVICES										
	PI 1. Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	A27. Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	Conducts research for possible utilization by industry or other beneficiaries	0	2	5	5	5	5.00	(1) Continuation of PAG-ASA Research, (2) Continuation of Biliran Hydropower Potential Assessment
	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	0	1	5	4	5	4.67	Biliran Hydropower Potential Assessment
	PI 3. Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%) *	A 29. Percentage of research outputs published in internationally-refereed or CHED recognized journal within the year	Writes publishable materials out of research outputs and submits for publication	0	50	4	4	5	4.33	50% or 1 out 2 (Biliran Hydropower Potential Assessment)

		In refereed int'l journals		0	50	4	5	4	4.33	Science and Humanities Journal: 50% or 1 out 2 (Biliran Hydropower Potential Assessment)
		In refereed nat'l/regional journals								
PI 4. Number of research outputs presented in regional/national/ int'l fora/conferences	**A 30.** Number of research outputs presented in regional/national/ int'l fora/conferences *	Prepares, submits and presents research paper in scienfic for a/conferences								
		In int'l fora/conferences								
		In nat'l/regional fora/conferences								
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								
PI 6. Additional outputs*	**A 32**. No. of research-related awards (research conducted by faculty or student w/ faculty)									

		A 33. Number of journal articles/scientific paper received and reviewed as peer-reviewer	Acts as peer reviewer of journal articles/scientific papers, reviews the paper received and returns duly reviewed paper							
		A 34. Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output							
		A 35. Other outputs implementing the new normal due to covid 19	Designs research related activities and other outputs to implement new normal							
UMFO 4. EXTENSION SERVICES										
	PI 1. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities	A 36. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders facilitated and maintained	Identifies and links with probable partners for extension activities and maintains this active partnership	0	**2**	5	5	5	5.00	(1) BAFE, (2) BFAR

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	0	130	5	5	5	5.00	National Online FS Trainor's Training; 65 of 71 trainees form NCR &16 other Regions passed, 70 hrs
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	0	1	5	5	5	5.00	National Online FS Training Series sponsored by BAFE & FBAR with MOA
PI 4. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	**A 39**. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	Provides quality and relevant training courses and advisory services	0	100	5	5	5	5.00	100% or 65/65 of the above successful trainees
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	0	1	5	5	5	5.00	(1) BAFE, (2) BFAR
Research Mentoring	*Research Mentor*		0	5	5	5	5	5.00	Mentored 5 junior DABE faculty
Peer reviewers/Panelists	*Peer reviewers/Panelists*								

Resource Persons	Resource Persons		0	1	5	5	5	5.00	National Online FS Trainor's Training; 65 of 71 trainees passed, 70 hrs.
Convenor/Organizer	Convenor/Organizer		0	1	5	5	5	5.00	National Online FS Trainor's Training; 65 of 71 trainees passed, 70 hrs.
Consultancy	Consultant		0	3	5	5	5	5.00	(1) BAFE, (2) BFAR, (3) KURIN
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	1	5	5	5	5.00	National Online FS Training Series sponsored by BAFE & FBAR with MOA
PI 11. Additional outputs *	**A 42**. No. of extension-related awards (extn. conducted by faculty or student & faculty) *								

		A 43.Other outputs implementing the new normal due to covid 19	Designs extension related activities and other outputs to implement new normal	0	3	5	5	5	5.00	(1) two Memoranda of Agreements (MOA) on Online FS Training - Between VSU and BAFE & Between VSU & BFAR; (2) plus Obelisk news article on the conduct of National FS Trainor's Training

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 theQMS 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	zero non-conformity	5	5	5	5.00	100% compliant

		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% complia nt	100% compliant	5	5	5	5.00	100% compliant
		On program accreditations		0	3	5	5	5	5.00	Produced 2 supporting
		On institutional accreditations		0	3	5	5	5	5.00	Produced 2 supporting
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 % complai nt	Zero % complaint	5	5	5	5.00	No complain
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 performfing functions resulting to best practice	0	**2**	5	5	5	5.00	Two National Online FS Trainings for BAFE & BFAR

		A 48. Other outputs implementing the new normal due to covid 19	Designs administration/management related activities and other outputs to implement new normal	0	2	5	5	5	5.00	(1) Feasibility Study Software (IAS & IFRS standards compliant); (2) 2020 FS Datasets
	Total Over-all Rating								200.67	
	Average Rating								4.89	
	Adjectival Rating								Outstanding	

Comments & Recommendations for Development Purposes:

I commend the initiatives of PROF. Tambong in conducting/spearheading extension activities. No further recommendations so far since he has shown excellent performance both in his academic responsibilities and RDE activities.

Evaluated & Rated by:

ELDON P. DE PADUA
Department Head
Date: 14 Jan 2021

Recommending Approval:

ROBERTO C. GUARTE
Dean, CET
Date: 18 Jan 2021

Approved by:

BEATRIZ S. BELONIAS
Vice President for Instruction
Date: 1/27/21

Exhibit I

PERFORMANCE MONITORING FORM

Name of Employee: **TAMBONG, ARTHUR I.**   (Note: Reinstated from sabbatical leave on 7-1-2020)

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	Advanced Education - evaluating MSAE admission application	Evaluated application docs.	7-1-2020	7-8-2020	7-1-2020	VI	O	Done
2	Higher Education - Teaching BS courses	Virtual classrooms w/ learning materls. & assessments	7-1-2020	12-31-2020	11-31-20	VI	O	ESci 131n &114 v. clsrooms w/ matls. & assessments
3	Research services	Follow-up research publication	7-1-2020	12-31-2020	11-28-2020	VI	O	Published at SHJ
4	Extension services	Conduct BAFE training; prepare BFAR MOA	7-1-2020	12-31-2020	11-30-2020	VI	O	BAFE Training conducted; BFAR MOA completed
5	Support to operations	Varied ISO & acad. documents and services	7-1-2020	12-31-2020	12-31-20	VI	VS	Assigned ISO, acad. documents, etc. done
6	General administration & support services	Varied general documents & services	7-1-2020	12-31-2020	12-31-20	VI	VS	Assigned gen. docs. & services done

*Either very impressive (VI), impressive (I), needs improvement (NI), poor (P), very poor (VP)
**Outstanding (O), very satisfactory (VS), satisfactory (S), unsatisfactory (US), poor (P)

Prepared by:

ELDON P. DE PADUA, MS
Head, DABE