

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **Bacusmo, Jose L.**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
Instruction			
Head/Dean (50%)		$4.67 \times 50\% = 2.34$	
Students (50%)		$4.00 \times 50\% = 2.00$	
TOTAL for Instruction	25%	$4.34 \times 0.25 =$	1.09
Research	50%	$5 \times 0.50 =$	2.5
Extension	25%	$4.67 \times 0.20 =$	0.93
Production	2%	$4.33 \times 0.02 =$	0.09
Administration	3%	$5 \times 0.03 =$	0.15
TOTAL			4.76

EQUIVALENT NUMERICAL RATING:

4.76

Add: Additional Points, if any:

TOTAL NUMERICAL RATING:

4.76

ADJECTIVAL RATING:

Outstanding

Prepared by:


PRECILA C. BELMONTE
Temp. Administrative Officer

Reviewed by:


LISA L. ARCE/EDGARDO E. TULIN
Assistant Director/Director

Recommending Approval:


ROSA OPHELIA D. VELARDE
Director for Research

Approved:


MARIA JULIET C. CENIZA
VP for REI

"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **JOSE L. BACUSMO**, 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, 2021 to September 20, 2021.

JOSE L. BACUSMO

Ratee

Approved:

LISA I. ARCE
Assistant Director

EDGARDO E. TULIN

Director

MFO & PAPs	Success Indicators	Tasks Assigned	Target	Actual Accomplishment	Rating				Remarks
					Q ¹	E ²	T ³	A ⁴	
Advance and Higher Education Services	FTE	To advise/guide undergrad students in their BS theses	3	1					
	Number of student Research Advisee				5	5	4	4.67	
Research Services	Number of research projects implemented	To implement research projects	3	3	5	5	5	5	
	Number of proposals prepared and submitted	To prepare proposals for funding	2	3	5	5	5	5	
	Number of outputs presented in Regional/International Fora/Conferences	To present paper and posters	2	3	5	5	5	5	
Extension Services	Number of extension/tech transfer projects conducted	To implement extension projects	5	2	5	4	4	4.33	
	Number of project monitoring visit	To monitor/visit extension projects	25	25	5	5	5	5	

Product Services (Resource Generation)	Distribution of planting materials	To distribute planting materials to clientele	1305	300	5	4	4	4-23	
Administrative Services	Office headship Meetings attended	DTR signed	100% documents processed and acted within two days with zero complaint	100%	5	5	5	5	
	Staff/personnel coached	Number of PRDC meetings attended Number of staff/personnel coached	90% of scheduled meetings attended	100%	5	5	5	5	
Total Over-all Rating									

Average Rating (Total Over-all rating divided by 4)		
Additional Points:		
Punctuality		
Approved Additional points (with copy of approval)		
NUMERICAL RATING		4-51
ADJECTIVAL RATING		Outstanding

Evaluated and Rated by:

EDGARDO E. TULIN
Director

Date: _____


LISA I. ARCE
Asst. Director

Date: _____

Recommending Approval


ROSA OPHELIA D. VELARDE
Director for Research

Date: _____

Approved by:


MARIA JULIET C. CENIZA
VP for Research and Extension

Date: _____

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

PERFORMANCE MONITORING & COACHING JOURNAL

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

Name of Office: **PhilRootcrops**

Head of Office: **Dr. Edgardo E. Tulin & Ms. Lisa I. Arce**

Name of Personnel: **JOSE L. BACUSMO**

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring	One-on-one discussion on project/program progress/university,s concerns	Monthly PRDC meeting Jan. 2, 2021 21	Issuance of memoranda		Attendance to PRDC monthly Meetings by the members of Research and Development Council
Coaching		One-on-one discussion on project progress Group coaching during PRDC Meetings			

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

Conducted by:


LISA I. ARCE / EDGARDO E. TULIN
Assistant Director/Director

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **JOSE L. BACUSMO**

Performance Rating: **Outstanding**

Aim: To implement on-going research projects
To come up with approved proposals for funding and implementation.
To become an effective administrator

Proposed Interventions to Improve Performance:

Date: Jan 1, 2021

Target Date: Sept. 20, 2021

First Step:

- Implements on-going research projects
- Prepares papers for publication
- Prepares terminal reports and AFRs

Result:

- Implemented scheduled activities of the research projects
- Paper for publication on progress
- Terminal reports and AFRs

Date: July 1, 2021

Target Date Sept. 20, 2021

Next Step:

- Retirement

Final Step/Recommendation:

- To organize MR and settle other obligations such as terminal reports and AFRs of projects in preparation for retirement

Prepared by:


LISA I. ARCE/EDGARDO E. TULIN
Assistant Director/Director

Conforme:


JOSE L. BACUSMO
Name of Ratee /Faculty/Staff