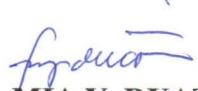



## SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

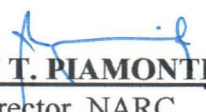
Name of Faculty Member: **FLORA MIA Y. DUATIN**  
Position/Designation: **Associate Professor III, NARC**

Program Involvement	Percentage Weight of Involvement	Numerical Rating (Rating x%)	Equivalent Numerical Rating
(1)	(2)	(3)	(2x3)
<b>1. Instruction</b>	<b>25%</b>		
a. Head/Dean (50%)		<b>5.00</b>	<b>0.625</b>
b. Students (50%)		<b>4.25</b>	<b>0.531</b>
<b><i>TOTAL for Instruction</i></b>			<b>1.156</b>
<b>2. Research</b>	<b>45%</b>	<b>4.67</b>	<b>2.102</b>
<b>3. Extension</b>	<b>30%</b>	<b>4.84</b>	<b>1.452</b>
<b>TOTAL</b>	<b>100%</b>		<b>4.710</b>

**EQUIVALENT NUMERICAL RATING:** 4.710  
Add: Additional Points, if any: \_\_\_\_\_  
**TOTAL NUMERICAL RATING:** 4.710  
**ADJECTIVAL RATING:** OUTSTANDING

Prepared by:   
**FLORA MIA Y. DUATIN**  
Name of Staff

Reviewed by:   
**ROBELYN T. PIAMONTE**  
Director, NARC


Recommending Approved:   
**ROBELYN T. PIAMONTE**  
Director, NARC


Approved:   
**MARIA JULIET C. CENIZA**  
Vice-President for Research, Extension and Innovation


**"Exhibit B"**

**INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)**

I, FLORA MIA Y. DUATIN, a faculty member of the DEPARTMENT OF PEST MANAGEMENT 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 2021.

  
**FLORA MIA Y. DUATIN**  
 Assoc. Prof.  
 Date: 1/17/22

Approved:  
  
**ELVIRA L. OCLARIT**  
 Department Head  
 Date: 1/19/22

  
**VICTOR B. ASIO**  
 College Dean  
 Date: 1/25/22

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Program/ Activities/ Projects	Tasks Assigned	Target	Actual Accomplishm ent	Rating				REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
							Quality	Efficiency	Timeliness	Average	
UMFO 1. ADVANCED EDUCATION SERVICES											
OVPI MFO 2. Graduate Student Management											
	PI 4: Total FTE coordinated, implemented & monitored*	A1. Actual Faculty's FTE	Handles subjects/courses assigned	1	2	5	5	5	5		
	PI 8: Number of graduate students advised *	A2. Number of students advised	Acts as academic adviser to graduate students								

		<b>A3 . Number of students advised on thesis/special problem/dissertation</b>									
		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							
		<b>A4 . Number of students entertained for consultation purposes</b>		Entertains students seeking consultation with faculty	2	10	5	5	5	5	
	<b>PI 9:</b> Number of instructional materials developed *	<b>A5 . Number of on-line ready coursewares developed and submitted for review</b>		Converts the existing instructional materials into flexible learning systems	1	2	5	5	5	5	
		On-line ready courseware		Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	2	5	5	5	5	

Supplemental learning resources			Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	6	15	5	5	5	5	
Assessment tools			Prepares assessment tools such as long exam, quizzes, problems sets	2	4	5	5	5	5	
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	1	2	5	5	5	5	
A 7 : Number of virtual classroom created and operational			Creates virtual classroom using either Moodle or Google Classroom	1	2	5	5	5	5	
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		2	5	5	5	5	



UMFO 2. HIGHER EDUCATION SERVICES										
OVPI UMFO 3. Higher Education Management Ser										
	<b>PI 5:</b> Total FTE, coordinated, implemented and monitored *	<b>A9.</b> Actual Faculty's FTE		<i>Handles and teaches courses assigned</i>						
		<b>A10.</b> Number of grade sheets submitted within prescribed period	Preparation	Prepares gradesheet and submits on or before deadline						
		<b>A 11.</b> 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	2	5	5	5	5
		<b>A12.</b> Number of trainings attended related to instruction	Trainings attended	Attend mandated trainings						
		<b>A13.</b> Number of long examinations administered and checked	exam prep	Administers and checks long examination for subjects taught						
		<b>A14.</b> Number of quizzes administered and checked		Prepares and checks quizzes for lec and lab						
		<b>A15.</b> Number of lab reports and term papers checked and graded		Checks lab reports and term papers submitted as required						

	<b>PI 8:</b> Number of students advised: *	<b>A16.</b> Number of students advised:		<i>Acts as academic adviser to</i>	1	4	5	5	5	5	
		<b>A17.</b> Number of students advised on thesis/ field practice/special problem:			1	3	5	5	5	5	
		As SRC Chairman	Advising/ correction	Advises, and corrects <u>research outline</u> and thesis/SP manuscript	1	1	5	5	5	5	
		As SRC Member	Advising/ correction	Advises and corrects research outline and thesis/SP manuscript	1	3	5	5	5	5	
		<b>A18.</b> Number of students entertained for consultation purposes		Entertains students consulting on subject taught, thesis and grades	1	3 (Ytac, Dela Cruz, Yamazaki)	5	5	5	5	
	<b>PI 9:</b> Number of student organizations advised/ assisted *	<b>A19.</b> Number of Student organizations advised		<i>Advises student organizations recognized by USSO</i>							

		<b>A20</b> . Number of Student organizations assisted on student related activities		Assists student organizations in implementing student related activities								
	<b>PI 10:</b> Number of instructional materials developed *	<b>A 21</b> : Number of on-line course ware developed and submitted :		Prepares and submits for review by the Technical Review Panel								
		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								
		<b>A 23</b> : 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								



		<b>A 24 :</b> Number of virtual classroom created and operational		Creates virtual classroom using either Moddle or Google Classroom							
	<b>PI 11.</b> Additional outputs	<b>A 25.</b> Number of Additional outputs accomplished									
		Program accreditation/evaluation		Prepares documents and /or program profile and other materials required during program/institutional accreditation and/or evaluation							
		Agency/firm/Industry linkages		Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU							
		<b>A 26.</b> Other outputs implementing the new normal due to covid 19		Designs experiential learning activities and other outputs to implement new normal	1	2	5	5	5	5	
	<b>Total Over-all Rating</b>						<b>Comments and Recommendations for Development Purposes:</b> <i>Congratulations! keep up the good job.</i>				
	<b>Average Rating</b>										
	<b>Adjectival Rating</b>					<i>5 Outstanding</i>					

Evaluated & Rated by:

*signature*  
**ELVIRA L. OCLARIT**

Department Head

Date: *1/19/22*

Recommending Approval

*signature*  
**VICTOR B. ASIO**

Dean, CAFS

Date: *1/25/22*

Approved by:

*signature*  
**BEATRIZ S. BELONIAS**

Vice President for Instruction

Date: *2/11/22*



"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **FLORA MIA Y. DUATIN**, a faculty member of the NATIONAL ABACA RESEARCH CENTER 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 2021.

Approved:

**FLORA MIA Y. DUATIN**

Assoc. Professor III

Date: 1/17/22

**ROBELYN T. PIAMONTE**

Director, NARC

Date: 1/18/22

**MARIA JULIET C. CENIZA**

Vice President for RE & I

Date: 1/26/22

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target	Actual Accomplishment	Rating				REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
						Quality	Efficiency	Timelines	Average	
UMFO 3 . RESEARCH SERVICES (45%)										
	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	1	5	5	5	5	
	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	1		3	3	3	3	drafts only
		In refereed int'l journals								
		In refereed nat'l/regional journals								

	<b>PI 4.</b> Number of research outputs presented in regional/national/ int'l fora/conferences	<b>A 30.</b> Number of research outputs presented in regional/national/ int'l fora/conferences *	Prepares, submits and presents research paper in scientific fora/conferences		2	5	5	5	5	
		<i>In int'l fora/conferences</i>								
		<i>In nat'l/regional fora/conferences</i>			1	5	5	5	5	
	<b>PI 5.</b> Percent of research proposals approved *	<b>A 31.</b> Percentage of of research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up its approval for immediate implementation	1	1(Approved and implemented) 2 submitted (for funding)	5	5	5	5	
	<b>PI 6.</b> Additional outputs*	<b>A 32.</b> No. of research-related awards (research conducted by faculty or student w/ faculty)			1(Second place Best poster, National level)	5	5	5	5	
<b>UMFO 4. EXTENSION SERVICES (30%)</b>										
	<b>PI 1.</b> Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities	<b>A 36.</b> 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	1	2 (Maasin, Baybay City)	5	5	5	5	
	<b>PI 2.</b> Number of trainees weighted by the length of training	<b>A 37.</b> Number of trainees weighted by the length of training	Conducts trainings among beneficiaries of technologies for transfer	1	1	4	5	5	4.67	
	<b>PI 3.</b> Number of extension programs organized and supported consistent with the SUC's mandated and priority programs	<b>A 38.</b> Number of extension programs/projects implemented	Implementes duly approved extension projects	1	2	4	5	5	4.67	
	<b>PI 5.</b> Number of technical/expert services	<b>A 40.</b> Number of technical/expert services as/in:	Provides the technical and expert services requested by beneficiaries	1	3	5	5	5	5	

	Resource Persons	Resource Persons			2(TADECO and Northern Negros	5	5	5	5	
	Consultancy	Consultant			1(Baybay LGU)	4	5	5	4.67	
	<b>Total Over-all Rating</b>					<b>Comments &amp; Recommendations for</b>  <b>Development Purposes:</b> <i>Excellent job on developing &amp; submitting proposals and presenting research apppe to for. However, needs to finish her PhD ASAP. need to deload some units to at least focus more on her dissertation.</i>				
	<b>Average Rating</b>									
	<b>Adjectival Rating</b>									

Evaluated & Rated by:

**ROBELYN T. PIAMONTE**

NARC, Director

Date: *1/17/22*

Recommending Approval

**ROSA OPHELIA D. VELARDE**

Director for Research

Date: *1/18/22*

Approved by:

**MARIA JULIET C. CENIZA**

Vice President for RE & I

Date: *1/17/22*



## EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **FLORA MIA F. DUATIN**  
Performance Rating: **OUTSTANDING**

Signature: 

Aim: **To finish PhD Degree to effectively perform expected functions**

Proposed Interventions to Improve Performance:

Date: July 1, 2021 Target Date: Dec. 31, 2021

First Step:

**Dissertation finalization and defense**

Result:

**- For graduation and results for publication.**

Date: January 1, 2022 Target Date: June. 30, 2022

Next Step:

1. **To develop and submit proposals to funding agencies.**
2. **Implement abaca researches.**
3. **Perform instruction-related functions like teaching and as adviser to undergraduate and graduate students.**

Outcome:

1. **Outstanding research outputs.**
2. **Submitted grades of students on time.**
3. **Outstanding research outputs/promising technologies/relevant information generated.**
4. **Advisees graduated on time.**

Final Step/Recommendation:

- **Excellent job on developing and submitting proposals and representing research efforts to for a. However, needs to finish her PhD ASAP. Need to deload some units to at least focus more on her dissertation.**

Prepared by:

  
**ROBELYN T. PIAMONTE**  
Unit Head