



Exhibit K

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **GELECA C. IGDANES**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
Instruction			
e. Head/Dean (50%)		5.0 x 50% = 2.50	
f. Students (50%)		5.0 x 50% = 2.50	
Total for Instruction	25%	5.00	1.25
Research			
e. Client/Dir. for Research (50%)		3.00 x 50% = 1.50	
f. Dept. Head/Center Director (50%)		3.00 x 50% = 1.50	
Total for Research	50%	3.00	1.50
Extension			
e. Client/Dir. for Extension (50%)		3.00 x 50 % = 1.50	
f. Dept Head/Center Director (50%)		3.00 x 50% = 1.50	
Total for Extension	25%	3.00	0.75
TOTAL			3.73

EQUIVALENT NUMERICAL RATING: 3.73

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 3.73

ADJECTIVAL RATING: Satisfactory

Prepared by:

MARIA ELSA M. UMPAD
Administrative Officer II

Reviewed by:

ERLINDA A. VASQUEZ
Director

Approved:

OTHELLO B. CAPUNO
VP for Res. and Ext.

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, GELECA C. IGDANES, 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 August to December, 2019.

GELECA C. GGDANES

Ratee

Approved:

Er Linda A. Vasquez
ERLINDA A. VASQUEZ

Head of Unit

[illegible]

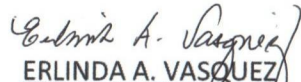
Average Rating (Total Over-all rating divided by 4)		
Additional Points:		
Punctuality		
Approved Additional points (with copy of approval)		
FINAL RATING		B.2
ADJECTIVAL RATING		Satisfactory

Comments & Recommendations for Development Purpose:

To attend capability build-up trainings that will enhance in research implementation (experimental design), writing proposals and scientific papers for presentation and publication, preparation of reports.

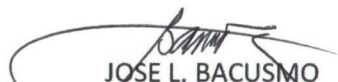
Other trainings that will enhance her personality development.

Evaluated & Rated by:


ERLINDA A. VASQUEZ
 Director, PhilRootcrops

Date: _____

Recommending Approval:


JOSE L. BACUSMO
 Director for Research

Date: _____

Approved by:


OTHELLO B. CAPUNO
 VP, Research & Extension

Date: _____

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

PERFORMANCE MONITORING & COACHING JOURNAL

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

Name of Office: PhilRootcrops


Head of Office: Dr. Erlinda A. Vasquez

Name of Personnel: Geleca C. Igdanes

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
3 rd & 4 th Quarter Monitoring	one-on-one discussion on project / program progress	Monthly PRDC meeting	Issuance of 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			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
Director

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: Geleca C. Igdanes

Performance Rating: _____

Aim: Making of Fundable Research Proposal

Proposed Interventions to Improve Performance:

Date: 2019 Target Date: Dec 31, 201

First Step:

Secures priority research areas from funding agencies

Writes research proposals

Result:

Project research proposals ready for submission to funding agencies

Date: Jan 1, 2020 Target Date: June 30, 2020

Next Step:

Follow up the progress of the submitted research proposal(s)

Outcome: Research proposal funded,

Final Step/Recommendation:

Implements research project.

Prepared by:

Erlinda A. Vasquez
ERLINDA A. VASQUEZ
Unit Head

Conforme: *Edene*

Name of Ratee/ Faculty / Staff