

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: ARGINA M. POMIDA

January-June 2018

Program Involvement (1)	Percent age Weight of Involve-	Numerical Rating (Rating x%) (3)		Equival- ent Numeric al Rating (2 X 3)
1. Instruction				
a. Head/Dean (50%)		4.86x50%	2.43	
b. Students (50%)		5.0x50%	<u>2.50</u>	
Total for Instruction	50%		4.86	2.43
2. Research				
a. Client/Dir. For Research (50%)				
b. Dept. Head/Center Director (50%)				
Total for Research	0%			0.00
3. Extension				
a. Client/Dir for Extension (50%)				
b. Dept. Head/Center Director (50%)				
Total for Extension	10%		4.90	0.49
4. Administration	20%		5.00	1.00
5. Production	20%		5.00	1.00
TOTAL	100%			4.92

EQUIVALENT NUMERICAL RATING:

4.92

Add: Additional Points, if any:

0

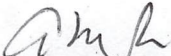
TOTAL NUMERICAL RATING:

4.92


ADJECTIVAL RATING:

Outstanding


Prepared by:


ARGINA M. POMIDA
Name of Faculty


Reviewed by:


ANTONIO P. ABAMO
Head, DBM

Recommending Approval:


ANTONIO P. ABAMO
Dean/Director

Approved:


BEATRIZ S. BELONIAS
Vice President

[illegible]

100-443887-100

1. The first part of the document is a list of names and addresses, including "Mr. J. W. Smith, 123 Main St., New York, N. Y." and "Mr. J. W. Smith, 123 Main St., New York, N. Y."

2. The second part of the document is a list of names and addresses, including "Mr. J. W. Smith, 123 Main St., New York, N. Y." and "Mr. J. W. Smith, 123 Main St., New York, N. Y."

3. The third part of the document is a list of names and addresses, including "Mr. J. W. Smith, 123 Main St., New York, N. Y." and "Mr. J. W. Smith, 123 Main St., New York, N. Y."

4. The fourth part of the document is a list of names and addresses, including "Mr. J. W. Smith, 123 Main St., New York, N. Y." and "Mr. J. W. Smith, 123 Main St., New York, N. Y."

5. The fifth part of the document is a list of names and addresses, including "Mr. J. W. Smith, 123 Main St., New York, N. Y." and "Mr. J. W. Smith, 123 Main St., New York, N. Y."

6. The sixth part of the document is a list of names and addresses, including "Mr. J. W. Smith, 123 Main St., New York, N. Y." and "Mr. J. W. Smith, 123 Main St., New York, N. Y."

7. The seventh part of the document is a list of names and addresses, including "Mr. J. W. Smith, 123 Main St., New York, N. Y." and "Mr. J. W. Smith, 123 Main St., New York, N. Y."

8. The eighth part of the document is a list of names and addresses, including "Mr. J. W. Smith, 123 Main St., New York, N. Y." and "Mr. J. W. Smith, 123 Main St., New York, N. Y."

9. The ninth part of the document is a list of names and addresses, including "Mr. J. W. Smith, 123 Main St., New York, N. Y." and "Mr. J. W. Smith, 123 Main St., New York, N. Y."

10. The tenth part of the document is a list of names and addresses, including "Mr. J. W. Smith, 123 Main St., New York, N. Y." and "Mr. J. W. Smith, 123 Main St., New York, N. Y."

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INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, ARGINA M. POMIDA, Asst. Professor of the Department of Business and Management 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 2018 to December 2018.

ARGINA M. POMIDA

Ratee

Approved:

ANTONIO P. ABAMO

Head, DBM

DILBERTO O. FERRAREN

VP, PRGEA

[illegible]

1. The purpose of this study is to determine the effect of the treatment on the response of the subjects.

2. The subjects of this study are the patients who are suffering from the disease.

3. The treatment is the drug which is being tested.

4. The response is the change in the condition of the subjects.

5. The results of the study are as follows:

6. The conclusion of the study is that the treatment is effective.

No.	Name	Age	Sex	Occupation	Education	Religion	Marital Status	Date of Birth	Date of Admission	Date of Discharge	Length of Stay	Cost of Treatment	Remarks
1	John Doe	45	M	Teacher	High School	Catholic	Married	1940	1980	1985	5	\$100	Improved
2	Jane Smith	35	F	Homemaker	High School	Protestant	Married	1945	1980	1985	5	\$100	Improved
3	Robert Johnson	55	M	Retired	High School	Catholic	Married	1930	1980	1985	5	\$100	Improved
4	Mary White	25	F	Student	High School	Catholic	Single	1955	1980	1985	5	\$100	Improved
5	William Brown	65	M	Retired	High School	Catholic	Married	1920	1980	1985	5	\$100	Improved
6	Elizabeth Black	40	F	Homemaker	High School	Catholic	Married	1945	1980	1985	5	\$100	Improved
7	James Green	50	M	Teacher	High School	Catholic	Married	1935	1980	1985	5	\$100	Improved
8	Patricia Gray	30	F	Homemaker	High School	Catholic	Married	1950	1980	1985	5	\$100	Improved
9	Richard Hall	60	M	Retired	High School	Catholic	Married	1925	1980	1985	5	\$100	Improved
10	Susan King	20	F	Student	High School	Catholic	Single	1960	1980	1985	5	\$100	Improved

100

19. 1/24

10

1997

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32

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201

51

250

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2346

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	Staff Development Plan									
	Number of Faculty Mentored									
	Number of department activities supervised									
	Number of faculty members for study leave									
Project MFOs /PAPs:										
Efficient Customer-Friendly Assistance	0% complaints from client served	IGP Director/IGP Staff	0 complaint		0 complaint	5	5	5	5.00	
Administrative and financial documents processed	Timely review and signing of Revolving Fund, Special Trust Fund, Monthly Financial Report for IGP projects managed and supervised and other official documents prepared and processed	IGP Director	Official documents prepared and processed are acted and released on time		Official documents prepared and processed are acted and released on time	5	5	5	5.00	
						5	5	5	5.00	
						5	5	5	5.00	
Management & monitoring services	Percentage of RF/STF managers and concessionaires complying with requirements and policies set by the Board of Management	BOM/Director/IGP staff	60%		95%	5	5	5	5.00	
	Regular physical evaluation and inventory of IGPs	IGP Director/IGP Staff	Regular visit of IGPs to evaluate status of the project		Recommend infrastructure improvement of some IGPs	5	5	5	5.00	
	Effectively participate in updating IGP Manual	BOM/IGP Director	Actively participate and attend meeting with BOM		Started discussion with BOM members in revising IGP Manual	5	5	5	5.00	
	Effectively facilitate in the conduct of IGP Annual Review	BOM/IGP Director/IGP Staff	Actively facilitate in the conduct of IGP annual Review		3 days examination/evaluation of IGPs and suggested to solution to problems met	5	5	5	5.00	
Effective and efficient Income Generation from Implemented projected	Improved gross income generated from STF-IGP projects in support to instruction, research and extension	BOM/IGP Director	3.5M		10.6M	5	5	5	5.00	

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 3. Weather
 4. Observations
 5. Remarks
 6. Signature
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	Improved gross income generated from RF-IGP to support university	BOM/IGP Director	3M		7.7M	5	5	5	5.00	
Best practices and innovations		IGP Director/IGP staff	Facilitates training and regular conduct of meetings with concessionaires		Planned and conducted training to concessionaires	5	5	5	5.00	Sponsored/facilitated seminar on Basic Fire Safety and Prevention, Earthquake Drill and Garbage Segregation and Management
	Conducts regular consultative meeting with the concessionaires and provides capability building									
		IGP Director/IGP staff	Implementation of garbage segregation and management		Conducted seminar and information dissemination on garbage segregation and management	5	5	5	5.00	Full implementation on garbage segregation and management with the help of LSSMU c/o Prof. Mario E. Ballad
	Effective implementation of Waste segregation and management									
Total Over-all Rating									182.67	

Average Rating (Total overall rating divided by 4)	4.94
Additional Points:	
Approved Additional points (with copy of approval)	
FINAL RATING	4.94
ADJECTIVAL RATING	0

Evaluated & Rated by:

ANTONIO P. ABAMO

Dept/Unit Head

Date: _____

Recommending Approval:

ANTONIO P. ABAMO

Dean

DILBERTO O. FERRAREN

Vice-President for Planning,
Resource Generation &
External Affairs

Comments & Recommendations
for Development Purpose:

Approved by:

BEATRIZ S. BELONIAS

Vice President

Date: _____

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

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EMPLOYEE DEVELOPMENT PLAN

Name of Employee: ARGINA M POMIDA
Performance Rating: July-December 2018

Aim: To acquire knowledge and skills on Strategic Planning Process

Proposed Interventions to Improve Performance and/or Competence and Qualification to assume higher responsibilities:

Date: January 2018

Target Date: June 2018

First Step:

Attend training/seminar-workshop to management/staff planning processes.

Result:

Attended training/seminar-workshop to management/staff planning processes.

Date: _____

Target Date: _____

Next Step:

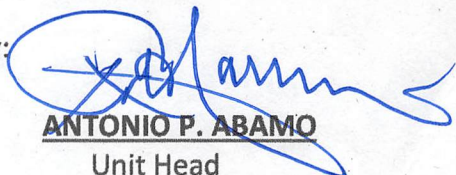
Shared new knowledge on strategic Planning Process to the Department, College, University and Stakeholders, (researchers, entrepreneur, students and etc.)

Outcome:

Final Step/Recommendation:

Acquired and shared new knowledge on Strategic Planning Process to the Department, College, Universities and Stakeholders (researchers, entrepreneur, students and etc.)

Prepared by:


ANTONIO P. ABAMO
Unit Head

Conforme:


ARGINA M. POMIDA

cc: ODA-HRD

ADMINISTRATIVE
INSTRUCTIONS

1. PURPOSE
2. SCOPE

1.1. The purpose of this document is to provide guidance on the use of the system.

1.2. This document applies to all users of the system, regardless of their role or position.

2.1. The scope of this document is limited to the use of the system for administrative purposes.

2.2. This document does not cover the use of the system for other purposes, such as financial reporting.

3.1. The user must be logged in to the system before using it.

3.2. The user must enter the correct password to access the system.

4.1. The user must enter the correct data in the system.

4.2. The user must save the data after entering it.

4.3. The user must print the data if required.

5.1. The user must follow the instructions in this document.

5.2. The user must report any problems to the system administrator.

6.1. The user must ensure that the data is accurate and complete.

6.2. The user must ensure that the data is up-to-date.

7.1. The user must follow the instructions in this document.

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8.1. The user must follow the instructions in this document.

8.2. The user must report any problems to the system administrator.

9.1. The user must follow the instructions in this document.