

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

Name of Faculty Member: NILDA T. AMESTOSO

July - December 2019

Program Involvement (1)	Percentage Weight of Involve-ment		Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2 X 3)
1. Instruction				
a. Head/Dean (50%)		4.92	50%	2.46
b. Students (50%)		5	50%	2.50
Total for Instruction	70%			4.96
2. Research				
a. Client/Dir. For Research (50%)				
b. Dept. Head/Center Director (50%)				
Total for Research	10%			4.89
3. Extension				
a. Client/Dir for Extension (50%)				
b. Dept. Head/Center Director (50%)				
Total for Extension	10%			5.00
4. Administration	10%			4.92
5. Production				
TOTAL	100%			4.95

EQUIVALENT NUMERICAL RATING:

4.95

0

4.95

Outstanding

ADJECTIVAL RATING:

Prepared by:

NILDA T. AMESTOSO

Name of Faculty

Reviewed by:

ANALITA A. SALABAO

Head, DBM

Recommending Approval:

ANALITA A. SALABAO

Dean/Director


Approved:

BEATRIZ S. BELONIAS

Vice President

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, NILDA T. AMESTOSO, Instructor 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 2019 - December 2019


NILDA T. AMESTOSO
 Ratee

Approved:


ANALITA A. SALABAO
 Head, DBM



MFOs/PAPs	Success Indicators	Tasked Assigned	Target	Percentage of Actual Accomplishment	Actual Accomplishment	Rating				Remarks
						Q1	E2	T3	A4	
Advanced Education Services	1. Graduate Degree Program Management Services									
	PI1: Number of graduate degree specializations offered and monitored									
	PI2: Total FTE monitored		3.00	208%	6.25	5	5	5	5.00	
	PI3: Percentage increase in number of graduate students enrolled									
	PI4: Percentage increase in the number of students who graduated within prescribed period									
Higher Education Services	Full Time Equivalent (FTE)		8	170%	13.60	5	5	5	5.00	
	Vacation/Sick Leave	Teaching								
	Number of Graduates:									
	Baccalaureate									
	Number of IMs Dev/Rev & Utilized									
	Revised IM's within the last 3 years	Compiler	2	100%	2	5	5	5	5.00	
	Number of Student Research and Field Practice Advising									
	Approved case study manuscript	Adviser	3	133%	4	5	5	5	5.00	
	Approved thesis outline/special problem	Adviser	3	133%	4	5	5	5	5.00	
	Approved thesis manuscript	Adviser								
	Student Advising and Consult Services:		2	100%	2	5	4	5	4.67	
	Number of student org advised	Adviser	2	150%	3	5	5	5	5.00	
	Student-related activities assisted	Adviser	2	100%	2	5	5	4	4.67	

Control No. 041

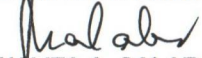
[illegible]

[illegible]

Services										
	Number of department mtgs attended		6	117%	7	5	5	5	5.00	
	Number of execom meetings attended									
	Number of UAC mtgs attended		2	100%	2	5	5	5	5.00	
	Membership in university committees (IGP-BOM)		2	100%	2	5	5	4	4.67	
	Membership in College committees	Member	3	100%	3	5	5	5	5.00	
	Membership in the department committees	Member								
	Prompt submission of required documents									
	Annual Report									
	Procurement Plan									
	Staff Development Plan									
	Number of Faculty Mentored									
	Number of department activities supervised		2	100%	2	5	4	5	4.67	
	Number of faculty members for study leave									
	Number of grade shees submitted									
Total Over-all Rating									98.33	

Average Rating (Total overall rating divided by 4)	4.92	
Additional Points:		
Approved Additional points (with copy of approval)		
FINAL RATING	4.92	
ADJECTIVIAL RATING		

Evaluated & Rated by:

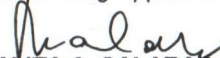

ANALITA A. SALABAO

Dept/Unit Head

Date: _____

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

Recommending Approval:


ANALITA A. SALABAO

Dean


Date: _____

Comments & Recommendations

for Development Purpose:

*Very effective in her research and extension Involment;
involvement; Needs to publish result.*

Approved by:


BEATRIZ S. BELONIAS

Vice President

Date: _____

PERFORMANCE MONITORING & COACHING JOURNAL

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

Name of Office: Dept. of Business and Management

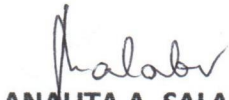
Head of Office: Analita A. Salabao

Number of Personnel: NILDA T. AMESTOSO

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring		Sharing information and advice on possible journals where articles for publication may be submitted		Following up the progress of extension project of DBM	Very productive discussion
Coaching	How to negotiate for extension project funds				Effective and successful

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

Conducted by:


ANALITA A. SALABAO
Immediate Supervisor

Noted by:


ANALITA A. SALABAO
Dean, CME

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: NILDA T. AMESTOSO
Performance Rating: July – December 2019

Aim: To write 1 teaching guide for the Master of Management Program

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

Date: July 2019

Target Date: December 2019

First Step:

To gather new textbooks to use as references for the teaching guide that will be written.

Result:

Bound teaching guide

Date:

Target Date:

Next Step:

Apply ISBN for the completed teaching guide.

Outcome:

Classroom teaching is facilitated


Final Step/Recommendation:

To continue attending retooling activities to upgrade competency to perform instruction, research and extension functions, to write teaching guide for every course taught.

Prepared by:


ANALITA A. SALABAO
Unit Head

Conforme:


NILDA T. AMESTOSO
Ratee

cc: ODA-HRD