



Exhibit K

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: **VILLALUZ Z. ACEDO**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
Instruction			
Head/Dean (50%)		5.0 x 50% = 2.50	
Students (50%)		5.0 x 50% = 2.50	
Total for Instruction	25%	5.00	1.25
Research			
Client/Dir. for Research (50%)		4.67 x 50% = 2.34	
Dept. Head/Center Director (50%)		4.67 x 50% = 2.34	
Total for Research	50%	4.68	2.34
Extension			
Client/Dir. for Extension (50%)		5.0 x 50% = 2.50	
Dept Head/Center Director (50%)		5.0 x 50% = 2.50	
Total for Extension	20%	5.00	1.00
Production	5%	4.67 x 0.05	0.23
TOTAL			4.82

EQUIVALENT NUMERICAL RATING: 4.82

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 4.82

ADJECTIVAL RATING: Outstanding

Prepared by:

MARIA ELSA M. UMPAD
Administrative Officer II

Reviewed by:

ERLINDA A. VASQUEZ
Director

Approved:

OTHELLO B. CAPUNO
VP for Res. and Ext.

“Exhibit B”

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, VILLALUZ Z. ACEDO, 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 2019 to Dec. 2019

VILLALUZ Z. ACEDO
Ratee

Approved:

Erlinda A. Vasquez
Head of Unit

MFO & PAPs	Success Indicators	Tasks Assigned	Targets	Actual Accomplishment	Rating				Remarks
					Q ¹	E ²	T ³	A ⁴	
Advanced & Higher Education Services	FTE	<ul style="list-style-type: none"> Hort 273 (Lec & Lab, Hort 300 (thesis- MS) Hort 200 (thesis-BS) 	1.0	2.38	5	5	4	4.67	
	Number of Student Research Advising	<ul style="list-style-type: none"> Advise/guide students on various concerns 	1MS	2MS					
	Approved Manuscript /outline submitted	Assist/check Student's outline	1	1					
	Student advising/Consultation Services Hours spent on consultation	Advise/guide students on various concerns	2 hrs/wk	5hr/wk					
Research Services	•Research workload units conducted	Implement approved proposals	10	15					
	•Number of research fora attended/participated	Promote knowledge exchange, expand linkages/networks	1	5	5	5	4	4.67	
	•Number of research papers presented	Promotion of knowledge	1	7					
	•Number of Linkages	Establish linkages for research, extension and development		2					
Extension Services	Number of trainings conducted	To conduct training on developed technologies	1	2	5	5	5	5	
	Technical expert service provided as resource	To serve as resource person/facilitator in	1	3					

	person/facilitator/document or/ judge/etc	trainings/workshops/ meetings	1	2					
	No. of Linkages	Establish linkages for outreach programs	100	500					
	No. of planting materials disseminated (R&E)	Disseminate 1. tissue cultured Materials diff. root crops							
	Expert Services Provided	Served as facilitator, etc	2	2					
Production Services (Resource Generation)	Number of tissue culture-derived planting materials produced	Produce planting materials for research/extension and for students' use	500	1000	5	5	9	4.67	
Others	Awards		-	1. Service Award (as BOD of FPSAP (formerly FCSSP) 2. Best Paper Award (Research Category) VICARP-RRDEN Reg'l RDE					
Total Over-all Rating									

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

Comments & Recommendations for Development Purpose:

TO present paper in scientific fora

To submit research paper for publications

Evaluated and Rated by:

Erinda A. Vasquez
ERLINDA A. VASQUEZ

Director

Date: _____

Recommending Approval:

Jose L. Bacusmo
JOSE L. BACUSMO

Director for Research

Date: _____

Approved by:

Othello B. Caruno
OTHELLO B. CARUNO

VP for Research & Extension

Date: _____

- 1 – qual
- 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

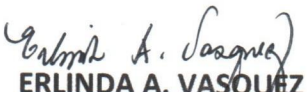
Head of Office: Dr. Erlinda A. Vasquez

Name of Personnel: Villaluz Z. Acedo

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 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: VILLALUZ Z. ACEDO

Performance Rating: **Outstanding**

Aim: Making of Fundable Research Proposal

Proposed Interventions to Improve Performance:

Date: July 2019 Target Date: December 30, 2019

First Step:

- Secures priority research areas from funding agencies
- Writing of research proposals, publish article in Journal
- Conduct and monitoring of on-going projects

Result:

- Written project research proposals ready for submission to funding agencies
- Written research article ready for submission to Journal
- Project activities implemented

Date: Jan 2020 Target Date: June 2020

Next Step:

- Follow up the progress of the submitted research proposal(s)
- Editing and rewriting of the submitted article
- Writing of terminal reports

Outcome: Research proposal funded,
Published article in a reputable journal
Research results in presented in related scientific conferences
Terminal reports prepared

Final Step/Recommendation:

Monitoring and evaluation of the conducted research project, and published article,
present paper in scientific conferences and preparation of terminal reports.

Prepared by:

Erlinda A. Vasquez
ERLINDA A. VASQUEZ
Director

Conforme:

[Signature]
Name of Ratee/ Faculty / Staff