

# Exhibit K

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

Name of Faculty Member: Kevin Nick S. Bandibas

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		4.98 x50%=	2.49
b. Students (50%)		4.83 x50% =	2.415
Total for Instruction	100%		4.905
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)			
Total for Research			
3. Extension			
a. Client/Dir. for Extension (50%)			
b. Dept. Head/Center Director (50%)			
Total for Extension			
4. Administration			
5. Production			
TOTAL	100%		4.905

EQUIVALENT NUMERICAL RATING: 4.905

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 4.905

ADJECTIVAL RATING: 0

Prepared by:

Kevin Nick S. Bandibas  
Name of Faculty

Reviewed by:

Jacob Glenn F. Jansalin  
JACOB GLENN F. JANSALIN  
Department Head

Recommending Approval:

Candelario L. Calibo  
CANDELARIO L. CALIBO  
Dean/Director


Approved:


Beatriz S. Belonias  
BEATRIZ S. BELONIAS  
Vice President for Academic Affairs


"Exhibit B"

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, KEVIN NICK S. BANDIBAS, a faculty member of the DEPARTMENT OF PURE AND APPLIED CHEMISTRY commit to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period JANUARY TO JUNE 2020.

  
**KEVIN NICK S. BANDIBAS**  
 Instructor I  
 Date:

Approved:   
**JACOB GLENN F. JANSALIN**  
 Department Head  
 Date:

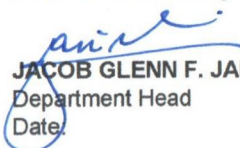
  
**CANDELARIO L. CALIBO**  
 College Dean  
 Date:

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target	Actual Accomplishment	Rating				REMARKS (Indicator 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 Services										
UMFO 2. HIGHER EDUCATION SERVICES										
OVPI UMFO 3. Higher Education Management Services										
	PI 5: Total FTE, coordinated, implemented and monitored *	A9. Actual Faculty's FTE	Handles and teaches courses assigned	18	20.55	5	5	5	5.00	Chem 128.2 (1), Chem 127.2 (1), PhSc 105 (1), Chem 3 (1)
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	4	4	5	5	5	5.00	Chem 128.2 (1), Chem 127.2 (1), PhSc 105 (1), Chem 3 (1)
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	4	4	5	5	5	5.00	Chem 3 (2), PhSc 105 (2)
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	20	42	5	5	5	5.00	Chem 128.2 (6), Chem 127.2 (9), PhSc 105 (8), Chem 3 (19)
		A15. Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	4	4	5	5	4	4.67	Chem 127.2 (2), Chem 128.2 (2)
	PI 8: Number of students advised: *	A16. Number of students advised:	Acts as academic adviser to students	40	40	5	5	5	5.00	1st year BSChem students


		<b>A17.</b> Number of students advised on thesis/ field practice/special problem:								
		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript	6	6	5	5	5	5.00	MABuna, JACMatunog, RMBahandi, JAlegria, LMJaducan, JBAldovino
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript	8	8	5	5	5	5.00	JBalaresia, JLGalon, RCTagoon, RHFlores, GManagbanag, PJCorbo, AJLlosa, JSta.Iglesia
		<b>A18.</b> Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	50	50	5	5	5	5.00	BSchem, BSEd, BSES, BSBio and BSBiotech students
	<b>PI 9:</b> Number of student organizations advised/ assisted *	<b>A19.</b> Number of Student organizations advised	Advises student organizations recognized by USOO	1	1	5	5	5	5.00	VSU ChemSoc
		<b>A20.</b> Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities	1	1	5	5	5	5.00	VSU ChemSoc
<b>UMFO 3 . RESEARCH SERVICES</b>										
<b>UMFO 4. EXTENSION SERVICES</b>										
<b>UMFO 5. SUPPORT TO OPERATIONS</b>										
	<b>OVPI MFO 4. Program and Institutional Accreditation Services</b>									
	<b>PI 8.</b> Compliance to all requirements thru the established/adequate implementation, maintenance and improvement of the QMS of the core processes of the College/department under ISO 9001:2015*	<b>A 44.</b> Compliance to all requirements of theQMS core processes of the university under ISO 9001:2015*	Ensures that all the QMS core processes of the university are complied with in the performance of his/her functions as faculty member	zero non-conformity	zero non-conformity	5	5	5	5.00	
		<b>A 45.</b> Compliance to all requirements of the program and institutional accreditations:	Prepares required documents and complies all requirements as prescribed in the accreditation tools	100% compliant	100% compliant	5	5	5	5.00	

		On program accreditations								
		On institutional accreditations								
<b>UMFO 6. General Admin. &amp; Support Services</b>										
	<b>PI 2.</b> Zero percent complaint from clients served	<b>A 46.</b> Customerly friendly frontline services	Provides customer friendly frontline services to clients	Zero % complaint	Zero % complaint	5	5	5	5.00	
	<b>Total Over-all Rating</b>								69.67	
	<b>Average Rating</b>								4.98	
	<b>Adjectival Rating</b>								Outstanding	


Evaluated & Rated by:

  
**JACOB GLENN F. JANSALIN**  
 Department Head  
 Date:

Recommending Approval

  
**CANDELARIO L. CALIBO**  
 Dean, CAS  
 Date:

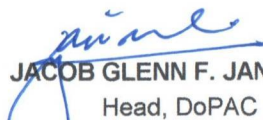
Approved by:

  
**BEATRIZ S. BELONIAS**  
 Vice President for Instruction  
 Date:

Average Rating (Total Over-all rating divided by		4.98
Additional Points:		
Punctuality		
Approved Additional points (with copy of approval)		
FINAL RATING		4.98
ADJECTIVAL RATING		0


Comments & Recommendations for Development Purpose:  
 Finish MS Chem program and  
 attend conference/seminar for  
 CDD.

Evaluated & Rated by:

  
**JACOB GLENN F. JANSALIN**  
 Head, DoPAC

Date: \_\_\_\_\_

Recommending Approval:

  
**CANDELARIO L. CALIBO**  
 Dean, CAS

Date: \_\_\_\_\_

Approved by:

  
**BEATRIZ S. BELONIAS**  
 VP for Academic Affairs

Date: \_\_\_\_\_

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

## PERFORMANCE MONITORING & COACHING JOURNAL

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

Name of Employee: BANDIBAS, KEVIN NICK S.

Head of Office: JACOB GLENN F. JANSALIN

Number of Personnel: 1

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring	Finalists program				
Coaching					

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

Conducted by:

JACOB GLENN F. JANSALIN

Immediate Supervisor

Noted by:

CANDELARIO L. CALIBO

Next Higher Supervisor

## EMPLOYEE DEVELOPMENT PLAN

Name of Employee: KEVIN NICK S. BANDIBAS

Performance Rating: \_\_\_\_\_

Aim: Maintain outstanding student rating

Proposed Interventions to Improve Performance:

Date: July 2020 Target Date: Dec 2020

First Step:

Prepare LMS for next semester's loads.

Result:

Learning Guides are ready for use.

Date: \_\_\_\_\_

Target Date: \_\_\_\_\_

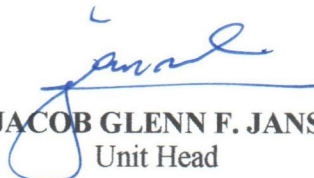
Next Step:

Outcome: \_\_\_\_\_


Final Step/Recommendation:

\_\_\_\_\_

Prepared by:

  
**JACOB GLENN F. JANSALIN**  
Unit Head

Conforme:

  
**KEVIN NICK S. BANDIBAS**  
Name of Ratee Faculty