

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: ANALITA A. SALABAO

July-December 2018

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)		Equivalent Numerical Rating (2 X 3)
1. Instruction				
a. Head/Dean (50%)		5.0 x50%	2.50	
b. Students (50%)		5.0x50%	<u>2.50</u>	
Total for Instruction	70%		5.00	3.50
2. Research	15%		4.83	0.73
a. Client/Dir. For Research (50%)				
b. Dept. Head/Center Director (50%)				
Total for Research				
3. Extension	5%		4.88	0.24
a. Client/Dir for Extension (50%)				
b. Dept. Head/Center Director (50%)				
Total for Extension				
4. Administration	10%		5.00	0.50
5. Production				
TOTAL	100%			4.97

EQUIVALENT NUMERICAL RATING:

4.97

Add: Additional Points, if any:

0

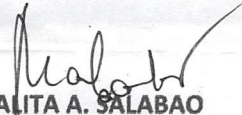
TOTAL NUMERICAL RATING:

4.97

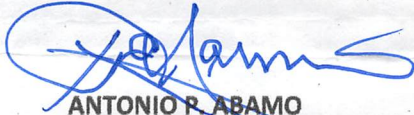
ADJECTIVAL RATING:

Outstanding

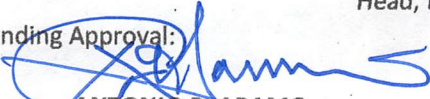
Prepared by:


ANALITA A. SALABAO
Name of Faculty

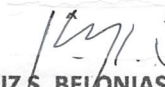
Reviewed by:


ANTONIO P. ABAMO
Head, DBM

Recommending Approval:


ANTONIO P. ABAMO
Dean/Director

Approved:


BEATRIZ S. BELONIAS
Vice President

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, **ANALITA A. SALABAO**, Associate 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 - December 2018

ANALITA A. SALABAO
Ratee

Approved: 
ANTONIO P. ABAMO
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	Teaching	1.00	1625%	16.25	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)	Teaching	10.00	135%	13.45	5	5	5	5.00	
	Vacation/Sick Leave									
	Number of Graduates:									
	Baccalaureate									
	Number of IMs Dev/Rev & Utilized	Compiler								
	Revised IM's within the last 3 years		1	100%	1	5	5	5	5.00	
	Number of Student Research and Field Practice Advising									
	Approved case study manuscript	Adviser	1	100%	1	5	5	5	5.00	
	Approved thesis outline									
	Approved thesis manuscript									
	Student Advising and Consult Services:									
	Number of student org advised	Adviser								

	Number of Outputs Presented in Regional/National/International Fora /Conferences:									
	In International									
	In National									
	In Regional									
	In Local		1	100%	1	5	5	5	5.00	
	Percentage of Research Projects Conducted and Completed on Schedule									
	Number of scientific fora coordinated/facilitated									
	Number of linkages forged:									
	International		1	100%	1	4	5	5	4.67	
	National									
	Regional									
Extn Services	Number of person-days trained	Trainor	50	100%	50	4	5	5	4.67	
	Number of trainings conducted	RP	2	100%	2	5	5	5	5.00	
	Number of beneficiaries served:									
	Groups/ Institutions	RP	3	100%	3	4	5	5	4.67	
	Individuals	RP	50	100%	50	4	5	5	4.67	
	Awards recv (inter, natl, local):									
	Individual									
	Unit (Center, College, Department)									
	Technical/ Expert services									
	Consultancy	Consultant								
	Commodity teams		1	200%	2	5	5	5	5.00	
	RDE reviewer/ panelist									
	Resource person	person	2	100%	2	4	5	5	4.67	
Seminars/symposium/ conference attended	International				1	5	5	5	5.00	
	National		1	200%	2	5	5	5	5.00	
	Local/Regional	Participant	1	200%	2	5	5	5	5.00	
Admin Support Services										
	Membership in University committees	Member	1	200%	2	5	5	5	5.00	
	Membership in College committees	Member								
	Membership in the Department committees	Member	5	140%	7	5	5	5	5.00	

Item	Quantity	Unit	Price	Total
1. 1000	1	1000	1000	1000
2. 1000	1	1000	1000	1000
3. 1000	1	1000	1000	1000
4. 1000	1	1000	1000	1000
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9. 1000	1	1000	1000	1000
10. 1000	1	1000	1000	1000
11. 1000	1	1000	1000	1000
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14. 1000	1	1000	1000	1000
15. 1000	1	1000	1000	1000
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67. 1000	1	1000	1000	1000
68. 1000	1	1000	1000	1000
69. 1000	1	1000	1000	1000
70. 1000	1	1000	1000	

Department Head	Number of department meetings presided										
	Number of execom meetings attended										
	Number of UAC mtgs attended										
	Membership in university committees										
	Prompt submission of required documents										
	Annual Report										
	Procurement Plan										
	Staff Development Plan										
	Number of Faculty Mentored										
	Number of department activities supervised										
	Number of faculty members for study leave										
Total Over-all Rating										133.33	

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

Comments & Recommendations
for Development Purpose:
*Very experience-rich teacher! Must package
teaching materials/guides for the undergrad and
graduate.*

Evaluated & Rated by:

ANTONIO P. ABAMO

Dept/Unit Head

Date: _____

Recommending Approval:

ANTONIO P. ABAMO

Dean

Date: _____

Approved by:

BEATRIZ S. BELONIAS

Vice President

Date: _____

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

PERFORMANCE MONITORING & COACHING JOURNAL

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

Name of Office: Dept. of Business and Management

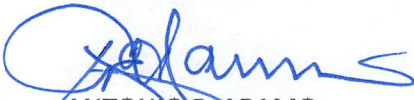
Head of Office: Antonio P. Abamo

Number of Personnel: ANALITA A. SALABAO

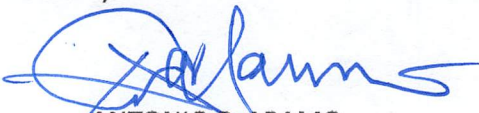
Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring	BSAB Curricular revision!!	Discuss the specific points of revision during the meeting		Use the IP to communicate directly and check the progress	Very effective
Coaching	Administrative procedures of the department and addressing solution		OICship assignment. She is the first choice before others during my absence.	Request her to countersign some documents before I sign	Seems to working very well

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

Conducted by:


ANTONIO P. ABAMO
Immediate Supervisor

Noted by:


ANTONIO P. ABAMO
Dean, CME

10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
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~~Memorandum has resulted in good results in cases~~

SECRET

OASACAC ATLANTA technicians to technical

INTERVIEW		INTERVIEW		Activity
Interviewer	Interviewee	Interviewer	Interviewee	Monitoring
Very effective	Use the 19 to communicate directly and check the progress		Good as the specific points of revision, including the modeling	Monitoring
Seems to be working very well	Request help to encourage some documents before I sign	Dislike assignment. She is the first choice before officers turn my request	Administrative procedures of the department and addressing solution	Monitoring

100-443887-1000

2025-03-04

1991-1992

OMEGA-OMEGA
TWO TWO

OLAGA S. CHOTINA
individual's statement

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: ANALITA A. SALABAO
Performance Rating: July – December 2018

Aim: To acquire knowledge and skills on technology/product commercialization and enterprise development

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

Date: July 2018

Target Date: December 2018

First Step:

Attend trainings/workshops on technology/product commercialization and enterprise development

Result:

Attended trainings/workshops on technology/product commercialization and enterprise development with topics on product concepts, new product development, public acceptance and farmer adoption (stage gating), regulatory frameworks for safety, intellectual property production and commercial approvals; and technology transfer/exchange mechanism.

Date: _____

Target Date: _____

Next Step:

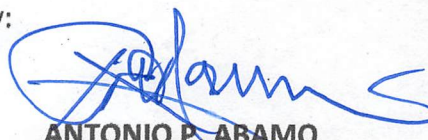
Share new knowledge on product commercialization and enterprise development to the public (investors, researchers, entrepreneurs, and SMEs by serving as Resource Person in trainings, seminars etc.)

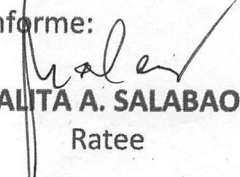
Outcome:

Final Step/Recommendation:

Acquired and shared new knowledge on product commercialization and enterprise development to the public (investors, researchers, entrepreneurs, and SMEs).

Prepared by:


ANTONIO P. ABAMO
Unit Head

Conforme: 
ANALITA A. SALABAO
Ratee

CONFIDENTIAL

CONFIDENTIAL

1. To determine whether the information is reliable and accurate.

2. To determine whether the information is relevant to the investigation.

3. To determine whether the information is current.

4. To determine whether the information is complete.

5. To determine whether the information is consistent with other information.

6. To determine whether the information is of sufficient quality to be used in the investigation.

7. To determine whether the information is of sufficient quantity to be used in the investigation.

8. To determine whether the information is of sufficient value to be used in the investigation.

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