

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS

Name of Faculty Member: Allen Glennie P. Lambert

Program Involvement	Percentage Weight of Involvement	Numerical Rating (Rating x %)	Equivalent Numerical Rating (2 x 3)
(1)	(2)	(3)	(2 x 3)
1. Instruction			
a. Head/Dean (50%)		2.38	
b. Students (50%)		2.50	
TOTAL INSTRUCTION	70%	4.88	3.42
2. Research			
3. Extension			
4. Support Operations			
5. Gen. Admin. & Support Services	30%	4.78	1.43
TOTAL			4.85

EQUIVALENT NUMERAL RATINGS:

4.85

Add: Additional Points, if ny:

TOTAL NUMERICAL RATING:

4.85

ADJECTIVAL RATING:

Outstanding

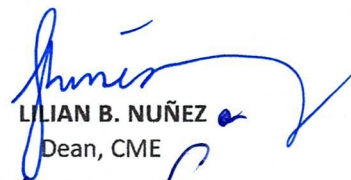
Prepared by:


ALLEN GLENNIE P. LAMBERT
Name of Faculty


Reviewed by:


ZYRA MAY H. CENTINO
Department Head

Recommending Approval:


LILIAN B. NUÑEZ
Dean, CME

Approved:


ROTACIO S. GRAVOSO
Vice President for Academic Affairs



INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, ALLEN GLENNIE P. LAMBERT, of the Department of Economics Office commits to deliver and agree to be rated on the attainment of the following accomplishment in accordance with the indicated measures for the period January to June, 2024.

ALLEN GLENNIE P. LAMBERT

Ratee
July 10, 2024

Approved: ZYRA MAY H. CENTINO

Department Head
July 11, 2024

MFO & PAPs	Success Indicators	Tasks Assigned	Target (Jan.-Dec 2024)	Actual Accomplishment (Jan.- June 2024)	Rating				Remarks
					Q ¹	E ²	T ³	A ⁴	
Advances Education Services Graduate Student Management Services									
PI4: Total FTE, coordinated, implemented and monitored *	A1. FTE	Handles subjects/course s assigned: ECON 214	0.67	0.33	4	4	4	4	Econ214
PI8: Number of students advised: *	A4. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	2	2	4	4	4	4	MS Ag Econ : Louron, Rodel Anguring MAgDev: Decemboy B. Tiu
PI 9: Number of instructional materials developed *	A5. Number of on-line ready courseware developed and submitted for review	Converts the existing instructional materials into flexible learning systems	1	1	5	5	5	5	Econ214
	On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	1	5	5	5	5	Econ214
4.17	Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	5	3	4	4	4	4	Econ214

	Assessment tools	Prepares assessment tools such as long exam, quizzes, problems set, etc.	2	2	5	5	5	5	Econ214
	A7. Number of virtual classrooms created and operational	Creates virtual classroom using either Moddle or Google Classroom	1	1	5	5	5	5	Econ214
Higher Education Services									
Higher Education Management Services									
PI5: Total FTE, coordinated, implemented and monitored *	FTE	Handles and teaches courses assigned	4.5	6.75	5	5	5	5	Bcon142, I.I.I. (ABM12), and Econ200.4
	Number of grade sheets submitted within prescribed period	Prepares grade sheet and submits on or before deadline	2	3	5	5	5	5	Bcon142, I.I.I. (ABM12), and Econ200.4
	Number of INC forms with grade submitted within prescribed period	Facilitates students in their completion of the subject and submits completion forms with grade within prescribed period							
	Number of trainings attended related to instruction	Attend mandated trainings	1	2	5	5	5	5	International Training Program (ITP) Workshop III, Professorial Lecture Series of Grad. School,
	Number of long examinations administered and checked	Administers and checks long examination for subjects taught	4	2	4	4	4	4	
	Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	4	10	5	5	5	5	
	Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	2	3	5	5	5	5	
PI 8: Number of students advised: *	Number of Student advised	Acts as academic adviser to students	1	5	5	5	5	5	MFOBasco, VTAndriano, GPLEncienzoll, AMDPMaro, & JBDumaguig
	Number of students advised on thesis/ field practice/ special problem:			2	5	5	5	5	MDUCormanesh & SMPFabroa

	As SRC Member	Advise and corrects research outline and the TRP manuscript	1	3	5	5	5	5	CJLTorreon, TQParing, & GLCabañas
	Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	1	5	5	5	5	5	MDUCorman, SMPFabroa, CJLTorreon, TQParing, & GLCabañas
PI 9: Number of student organizations advised/assisted *	Number of Student organizations assisted on student related activities	Assists student organizations in implementing student related activities							
PI 10: Number of instructional materials developed *	Number of on-line course ware developed and submitted:								
	On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	1	1	5	5	5	5	Bcon142
	Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	3	3	5	5	5	5	Bcon142
	Assessment tools	Prepares assessment tools such as long exam, quizzes, problems set, etc.	1	2	5	5	5	5	Rubrics for oral defenses for III and Bcon142
	Number of on-line course ware reviewed by TRP & edited by MMDC editor	Submits the course ware duly reviewed by TRP for editing by MMDC editor	1	1	5	4	5	4.67	Bcon142
	Number of virtual classrooms created and operational		2	1	4	4	4	4	Bcon 142 moodle
General Administration Services									
General Administration and Support Services (OP)	Zero Complaint administrative services from clients	Provide advice to, and directs or assists clients (via email, call or actual visit) in addressing their various service demands/needs							
	Maintained workplace in compliance to ISO-5s	Maintain personal workspace to ISO 5s	100%	100%	5	5	5	5	Until April 2024, after that new Executive Secretary
General Administration and Support Services (GDO)	Zero Complaint administrative services from clients	Provide advice to, and directs or assists clients (via email, call or actual visit) in addressing their various service demands/needs							
	Maintained workplace in compliance to ISO-5s	Maintain personal workspace to ISO 5s	100%	100%	5	5	5	5	
Management and Executive Services (OP)									
Effective and Efficient Management and Paperwork Services	Number of Memoranda/Special Orders/Certifications issued	Number of Memoranda/ Special Orders/ Certifications drafted and/or pre-reviewed/ screened	1,000	453	4	4	4	4	Until April 2024, after that new Executive Secretary
	No. of documents reviewed, processed & released within	Screen documents for Pres./OIC action	14,500	8,698	4	4	4	4	Until April 2024, after that new Executive Secretary

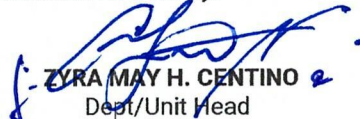
	the day it is acted by the President or OIC								
	No. of reports and correspondence prepared and released	Gather data, drafts and/or reviews reports and correspondence	350	201	4	4	4	4	Until April 2024, after that new Executive Secretary
	Number of offices under OP and special projects coordinated		10	10	5	5	5	5	Until April 2024, after that new Executive Secretary
Effective and Efficient Public Relations Services	No. of MOU/MOAs forged for establishment of linkages	Screen, package MOAs for President's approval and submits for BOR confirmation	165	151	4	4	4	4	Until April 2024, after that new Executive Secretary
Effective and Efficient President's Calendar Management	No. of events organized/coordinated/ photo documented	Coordinate and arrange venue, accommodation, meals, transportation, etc.	25	12	4	4	4	4	Until April 2024, after that new Executive Secretary
	100% of meetings and travels convened/presided/ facilitated/photo-documented	Plan and schedule meetings, appointments and travel of Univ. Pres.	100%	100%	5	5	5	5	Until April 2024, after that new Executive Secretary
	100% of committee assignments steered and complied	Facilitate/comply committee assignments	100%	100%	5	5	5	5	Until April 2024, after that new Executive Secretary
Management and Executive Services (GDO)									
Effective and Efficient Management and Paperwork Services	Timely submission of university related grant application for institutional development		100%	100%	5	5	5	5	
Effective and Efficient Public Relations Services	Percentage of assisted and facilitated faculty and staff related to grants		100%	100%	5	5	5	5	
	Number of disseminating and call for research		10	4	4	4	4	4	
Total Over-all Rating								163.67	

Average Rating (Total Over-all rating divided by 4)	4.68	
Additional Points:		
Approved Additional points (with copy of approval)		
FINAL RATING	4.68	
ADJECTIVAL RATING	0	

Comments & Recommendations for Development Purpose:

More involvement in research and extension activity.

Evaluated & Rated by:


ZYRA MAY H. CENTINO
 Dept./Unit Head

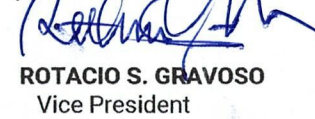
Date: July 19, 2024

Recommending Approval:


LILIAN B. NUÑEZ
 Dean/Director

Date: July 14, 2024

Approved by:


ROTACIO S. GRAVOSO
 Vice President

Date: July 12, 2024

PERFORMANCE MONITORING & COACHING JOURNAL

January-June 2024

Name of Office : Department of Economics
 Head of Office : Ms. Zyra May H. Centino
 Number of Personnel : 9 Regular Faculty, 2 Admin Staff, 4 Affiliate Faculty, 1 GTA

Activity	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring					
Faculty Meeting		Minutes of the meeting			Monthly meeting (regular & special)
Office & Class Attendance				Logbook, DTR's biometrics, personal check-up	DOE faculty & staff
Discussion of job-related accomplishments, problems and plans	Class observation: The department head conducted class observation of all the faculty member once in every semester	Participation of the faculty members was monitored in the different activities sponsored by the department.		Attendance to activities Committee meetings	All faculty members were informed of the class observation
Attendance to university/college virtual/google meet seminars and meetings			University memos/c college memo/no tice of meeting	Attendance certificate	Jan-June 2024
Compliance of University Memos			University Memos	Compliance Report	
Leaves (SL, VL, CDO, etc.)				Application for leave form	
Grades				Submission of midterm & final gradesheets	Jan. & June 2024
Coaching & Mentoring					
Discuss ways to improve classroom management, teaching methods, IMs and syllabus		Teaching performance evaluation results especially the			All faculty members were given a copy of their TPES regarding the

preparation and evaluation reports of staff		negative feedbacks from students were discussed with the concerned faulty			students evaluation (Jan- June 2024)
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Note: Please indicate the date in the appropriate box when the monitoring was conducted.

Conducted by:


ZYRA MAY H. CENTINO
Head, DOE

Noted by:


LILIAN B. NUÑEZ
Dean, CME

TRACKING TOOL FOR MONITORING TARGETS

Major Final Output/Performance Indicator	TASK	ASSIGNED TO	DURATION	TASK STATUS						REMARKS
				JAN	FEB	MAR	APR	MAY	JUNE	
MFO 1. Advanced & Higher Education Services	Teaching	ALL FACULTY	JAN-JUNE 2024							
PI 1. Instruction	Instructional Materials Developed/Revised & Utilized	ALL FACULTY	JAN-JUNE 2024			Revises Course Outline, Course Syllabi, TOS, Powerpoint presentations				BCON 143, NCON 145, AGSC 12, SOST 111, ECON 153, BCON141, ECON 115A, ECON 134A, ECON 101A, MGMT 21, NCON143, ECON198, BCON147, NCON 147, NCON 146, AGECE 115, ECON 131, ECON103, ECON148, NCON141, BCON 145, AGECE 144, ECON 129E, , BCON 146, AGECE 199-C, ECON 133, AGECE 151, AGECE 197, AGECE 231, AGECE 213, AGECE 221, AGECE 241, APEC 252, ECON 214, AGECE 235, AGECE 299, AGECE 211
	Spent Hours For Students Consultations (face to face)	ALL FACULTY	JAN-JUNE 2024							As Academic Advisers, GAC Chairman and Members & other Committees involving student consultations

	ZYRA MAY H. CENTINO	JAN-JUNE 2024	Gives Assignments, Quizzes, Exams, Etc.														Head, Academic Advisers
	All Faculty	JAN-JUNE 2024		Gives quizzes long exams as agreed in the class													Midterm and Final Exams were given as scheduled by the university
	All Faculty	JAN-JUNE 2024	Submits Grade Sheets														BCON 143, NCON 145, AGSC 12, SOST 111, ECON 153, BCON141, ECON 115A, ECON 134A, ECON 101A, MGMT 21, NCON143, ECON198, BCON147, NCON 147, NCON 146, AGECEC 115, ECON 131, ECON103, ECON148,NCON141, BCON 145, AGECEC 144, ECON 129E,, BCON 146, AGECEC 199-C, ECON 133,AGECEC 151, AGECEC 197, AGECEC 231, AGECEC 213, AGECEC 221, AGECEC 241, APEC 252, ECON 214, AGECEC 235, AGECEC 299, AGECEC 211
	All Faculty	JAN-2024-JUNE 2024	Prepares power point lecture materials														BCON 143, NCON 145, AGSC 12, SOST 111, ECON 153, BCON141, ECON 115A, ECON 134A, ECON 101A, MGMT 21, NCON143, ECON198, BCON147, NCON 147,

										NCON 146, AGECE 115, ECON 131, ECON103, ECON148,NCON141, BCON 145, AGECE 144, ECON 129E, , BCON 146, AGECE 199-C, ECON 133,AGECE 151, AGECE 197, AGECE 231, AGECE 213, AGECE 221, AGECE 241, APEC 252, ECON 214, AGECE 235, AGECE 299, AGECE 211
		Moises Neil V. Serino	Jan. 2023 - Dec. 2024	De-carbonization of Development Paths: Comparative Analysis of Household Carbon Emissions in the Philippines and Indonesia					Ongoing	
			Jan. 2023- Dec. 2024	Impact Assessment of Coastal Resource Management in Southern Camotes Sea and Selected Municipalities of Leyte					Ongoing	
			Jan. 2023- Mar 2024	Impact Assessment of the Phil LiDAR Program					Ongoing	
			Jan. 2022- June 2024	Establish the Regional Agribusiness Hub for the Pre-Commercialization of Technologies through the Regional Agri-Aqua Innovation System Enhancement (RAISE) Program in Region 8.					Ongoing	
			Jan. 2022- June 2024	RAISE Region 8					Ongoing	
			Jan. 2023 - Dec. 2024	Inclusive Value Chain					Ongoing	
		Karl John A. Galvez	Jan. 2024- June 2024	Restoring Livelihoods and Enhancing Resilience of Farmers & Fisher-folks Affected by Typhoon Oddette					Completed	
		Ian Dave B. Custodio	JAN. 2024- DEC. 2024	Strengthening Local Governance and SUC'S Extension Services Through BIDANI Strategy					Ongoing	
			JAN. 2024- DEC. 2024	Coalescing Organizations for Locally-Led Actions to Boost Development (COLLABDEV) for Inopacan Development					Ongoing	
		LSPreciados	Jan. 2024- June 2024	Restoring Livelihoods and Enhancing Resilience of Farmers & Fisher-folks Affected by Typhoon Oddette					Completed	
			JAN. 2024- DEC. 2024	Agribusiness-led Development for Small Holder Vegetable Farming Systems in Southern Philippines					On going	
		Jedan A. Cavero	JAN. 2024- JUNE 2024	Regional Agri-Aqua Technology Business Incubator of ViCARP					Completed	
			JAN. 2024-	Restoring Livelihoods and Enhancing Resilience of Farmers & Fisher-folks Affected					Completed	

			JUNE 2024	by Typhoon Oddette					
		Israel C. Embayarte	JAN. 2024-JUNE 2024	Restoring Livelihoods and Enhancing Resilience of Farmers & Fisher-folks Affected by Typhoon Oddette					Completed
		Babylyn C. Lambert	JULY 2023-JUNE 2024	De-carbonization of Development Paths: Comparative Analysis of Household Carbon Emissions in the Philippines and Indonesia					On going
		Zyra May H. Centino	JAN-JUNE 2024	Restoring Livelihoods and Enhancing Resilience of Farmers & Fisher-folks Affected by Typhoon Oddette					Completed
	Makes appointments	ZYRA MAY H. CENTINO	JAN-JUNE 2023	all research projects					As Department Head
	Submits research progress reports	MNVSERINO	JAN-DEC. 2024						as project leader
		IAN DAVE B. CUSTODIO	JAN-Dec. 2024						As project/ study leader
		KJAGALVEZ	JAN-JUNE 2024						as study leader
		LSPRECIADOS	JAN-JUNE 2024						As study leader
		Jedan A. Cavero	JAN-JUNE 2024						As study leader
		Michelle Aubrey D. Cabase	JAN-JUNE 2024						As study leader
		Zyra May H. Centino	JAN-JUNE 2024						As study leader
		Israel C. Embayarte	JAN-JUNE 2024						As study leader
		Babylyn C. Lambert	JAN-JUNE 2024						As study leader
	ATTENDS training, SEMINAR and workshops	ALL FACULTY	JAN-JUNE 2024						As resource persons, participant, and Poster presenter

MFO 4. Administration Services	Signs appointments, requests, certificates, and etc.	ZYRA MAY H. CENTINO	JAN-JUNE 2024	As Department Head	as Department Head	As Department Head	As Department Head	As Department Head	As Department Head	
		LEMUEL S. PRECIADOS, ERNESTO F. BULAYOG, ZYRA MAY H. CENTINO	JAN-JUNE 2024	As members of the DOE Personnel Committee	As members of the DOE Personnel Committee	As members of the DOE Personnel Committee	As members of the DOE Personnel Committee	As members of the DOE Personnel Committee	As members of the DOE Personnel Committee	
	Attends meetings.	All Faculty	JAN-JUNE 2024	Department Meetings	Department Meetings	Department Meetings	Department Meetings	Department Meetings	Department Meetings	Departments, College, University Meetings
	Prepares minutes of meetings.	JACAVERO	JAN-JUNE 2024							As Department Secretary
	Reviews communications, letters, requests and appointments	ZMHCENTINO	JAN-JUNE 2024	Daily	Daily	Daily	Daily	Daily	Daily	Except When On Official Business/Seminars/Workshops
	Releases students forms, certifications, permits and other communications.	COSUGANOB	JAN-JUNE 2024	Daily	Daily	Daily	Daily	Daily	Daily	Continuing process
	Delivers, processes and facilitates documents	COSUGANOB/ ANELITO C. PERNITO	JAN-JUNE 2024	Daily	Daily	Daily	Daily	Daily	Daily	Continuing Process, payroll for SA, job request etc.
	Prepares letters, transmittal, acknowledge	COSUGANOB	JAN-JUNE 2024	Daily	Daily	Daily	Daily	Daily	Daily	Request Letters, Financial Reports,

	ment letters and other communications.									Vouchers, Purchase Requests/PPMP
	Records and releases documents.	COSUGANOB/ ANELITO C. PERNITO	JAN-JUNE 2024	Daily	Daily	Daily	Daily	Daily	Daily	Incoming and outgoing communications
	Files documents.	COSUGANOB	JAN-JUNE 2024	Daily	Daily	Daily	Daily	Daily	Daily	Incoming Communications Students Files, docs from other offices.
	Photocopies documents and other communications.	COSUGANOB/ ANELITO C. PERNITO	JAN-JUNE 2024	Daily	Daily	Daily	Daily	Daily	Daily	Memos, Letters and Appointments
	Clean offices and surroundings	ANELITO C. PERNITO	JAN-JUNE 2024	Daily	Daily	Daily	Daily	Daily	Daily	

Prepared by:


 ZYRHA MAY H. CENTINO
 Unit Head

PERFORMANCE MONITORING FORM


Name of Employee: **Allen Glennie P. Lambert**

Task No.	Task Description	Expected Output	Date Assigned	Expected Date to Accomplish	Actual Date of Completion	Quality of Output*	Overall Assessment of Output**	Remarks/ Recommendation
1	Teaches assigned subjects and performs other teaching related functions such as; prepares and revises teaching materials, prepares and gives examinations, checks test papers and return to students one week after, submit grades within the prescribed period, make herself available for students during consultation hours, revises course syllabus	Very satisfactory	Jan. 2024	June 2024	June 2024	Very impressive	Outstanding	Done
2	Prepares instructional learning materials for face to face classes	Very Satisfactory	Jan. 2024	June 2024	June 2024	Impressive	Very Satisfactory	Done
3	Attends meetings (face to face/online/virtual webinars/google meet) and performs functions as chairman/member of different committee of the of the department	Outstanding	Jan. 2024	June 2024	June 2024	Very Impressive	Outstanding	Done
3	Attends meetings (face to face/online/virtual webinars/google meet) and performs functions as chairman/member of different committee of the department	Very Satisfactory	Jan. 2024	June 2024	June 2024	Impressive	Very Satisfactory	Done
4	Performs other functions	Very Satisfactory	Jan. 2024	June 2024	June 2024	Impressive	Very Satisfactory	Done

*Either very impressive, impressive, needs improvement, poor, very poor

**Outstanding, very satisfactory, unsatisfactory, poor

Prepared by:


ZYRA MAY H. CENTINO
 Unit Head

EMPLOYEE DEVELOPMENT PLAN

Name of Employee : Allen Glennie P. Lambert
Performance Rating : Outstanding

Aim: To improve teaching capability of faculty member.

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

Date: January 2024

Target Date: March 2024

First Step:

Required Dr. Allen Glennie P. Lambert to prepare and update course syllabi, course content and instructional materials relevant to the current trends and needs of the graduate and undergraduate courses assigned for the 2ndnd semester, A.Y. 2023-2024.

Result:

Updated graduate and undergraduate course syllabi and other teaching materials.

Date: April 2024

Target Date: June 2024

Next Step:

Improved further the Instructional Materials developed.

Outcome:

Final Step/Recommendation:

Dr. Lambert has prepared and updated instructional materials developed.

Prepared by:


ZYRA MAY H. CENTINO
Unit Head

Conforme:


ALLEN GLENNIE P. LAMBERT
Ratee



TEACHING PERFORMANCE EVALUATION BY STUDENTS SUMMARY OF RATINGS

1ST Semester AY 2023 - 2024

Name of Faculty : LAMBERT, ALLEN GLENNIE P.

Department: VSU -Integrated High School

College: TEACHER EDUCATION

Course No. & Descriptive Title		Lec./ Lab.	RATING		% Evaluation Rating
			Numerical	Adjectival	
Press 002	Practical Research II	Lec	5.00	Outstanding	100.0 %
APEC 252	Advanced Macroeconomics	Lec	5.00	Outstanding	100.0 %
Bcon 146	Fundamentals of Marketing	Lec	5.00	Outstanding	100.0 %
ECON 214	National Income and Employment	Lec	5.00	Outstanding	100.0 %
Average Rating			5.00	Outstanding	100.0 %

Source: Results of Teaching Performance Evaluation by Students filed at ODIE

Legend:

1.00 – 1.49 Poor (P)

1.50 – 2.49 Fair (F)

2.50 – 3.49 Satisfactory (S)

3.50 – 4.49 Very Satisfactory (VS)

4.50 – 5.00 Outstanding (O)

Prepared by:

VANESSA W. NAZAL

TPES In-Charge

Date: May 09, 2024

Attested by:

MA. RACHEL KIM L. AURE

Director, Instruction and Evaluation

Date: May 09, 2024

Received by:

ALLEN GLENNIE P. LAMBERT

Name and Signature of Faculty

Date: 5/22/24

Distribution of copies: TEO, College, Department, Faculty (all in original signature)

