SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

(September - December)

Name of the Faculty Member: DANIEL A. CATIBO

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
21. Instruction			
i. Head/Dean (50%)		5.0x50% = 2.5	
j. Students (50%)		4.43x50% = 2.215	
Total for Instruction	55%	4.715	2.59
22. Research			
i. Client/Dir. for Research			
j. Dept. Head/Center Director (50%)			
Total for Research	20%	5	1.0
23. Extension		4	
i. Client/Dir. for Extension (50%)			
j. Dept. Head/Center Director (50%)			
Total for Extension	20%	5	1.0
24. Administration	5%	5	0.25
25. Production	4	4	
TOTAL			4.52

FOUIVALENT NUMERICAL RATING			
	ENT NI	IMERICAL	PATING.

4.84 0.0

Add: Additional Points, if any: TOTAL NUMERICAL RATING:

4.84

ADJECTIVAL RATING:

OUTSTANDING

Prepared by:

Reviewed by:

ANIEL A. CATIBO

Name of Faculty

LIJUERAJ J. CUADR

Department Head

Recommending Approval;

VICTOR B. ASIC

Dean: CAFS

Approved:

BEATRIZ & BELONIAS

Vice President for Academic Affairs

INDIVIDUAL PERFORMANCE COMMITMENT & RÉVIEW FORM (IPCR)

I, DANIEL ACEDILLA CATIBO, a faculty member of the DEPARTMENT OF AGRICULTURAL EDUCATION AND EXTENSION accomplished the following targets from SEPTEMBER-DECEMBER 2023.

Date: June 21, 2024

Approved:

Department Head Date: June 21, 2024

College Dean
Date: June 24, 2024

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Program/ Activities /	Tasks Assigned		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		R	ating		REMARKS (Indicators in
			Projects		Target	Actuậl Accompli≰hment	Quality	Eficiency	Timeliness	Average	percentage should be supported with numerical values in numerators and denominators)
UMFO	1. ADVANCED EDUCATION	N SERVICES									
OVPIN	IFO 2. Graduate Student N	lanagement Services									
	PI 4: Total FTE coordinated, implemented & monitored*			Handles subjects/courses assigned	3	8	5	5	55	5.00	AgEx243 = 3x5/12 = 1.25 AgEd241 = 3x8/12 = 2 AgEx247 = 3x11/12 = 2.75 AgEx245 = 3x8/12 = 2 Total = 8
	PI 8: Number of graduate students advised *	A2. Number of students advised		Acts as academic adviser to graduate students	-	-					
		A3 . Number of students advised on thesis/special problem/dissertation		,							

Advises and corrects research outline and As GAC Chairman thesis/SP/dissertation manuscript Advises and corrects research outline and thesis/SP/dissertation manuscript Lancer Agravante AS GAC Member 5 5 A4. Number of students Entertains students seeking 10 entertained for consultation 16 5 5 5.00 consultation with faculty purposes PI 9: Number of A5. Number of on-line ready Converts the existing instructional materials instructional materials into coursewares developed and 2 developed * submitted for review flexible learning systems Prepares Instructional module/laboratory 2 On-line ready courseware quide/workbook or a combination thereof Prepares Power Point presentation, video elips, Supplemental learning movie clips, reading 3 resources assignments depending on course taught Prepares assessment tools such as long exam, quizzes, AGED243, 5.00 AGED241, AGEX247, AGED245, AgEx131, AgEx153, AgEx199-C 3 Assessment tools 5 problems sets, etc. A 6: Number of on-line course Submits the course ware duly reviewed by TRP for ware reviewed by TRF3 & edited by MMDC editor editing by MMDC editor Creates virtual classroom A 7: Number of virtual classroom created and using either Moddle or 5 5 1 :5 5.00 AGED243, AGED241, AGEX247, AGED245 operational Google Classroom

				4			41		1.		
	PI 10 . Additional outputs:	A 8. Other outputs implementing the new normal due to covid 19		Designs experiential learning activities and other outputs to implement new normal							
UMFO	2. HIGHER EDUCATION SE	RVICES									
OVPIL	JMFO 3. Higher Education	Management Services	,								
	PI 5: Total FTE, coordinated, implemented and monitored *	A9 Actual Faculty's FTE		Handles and teaches courses assigned	3	6.2	5	5	:5	5.00	AgEx131 = 2x13/20 = 1.3 AgEx131 = 1x13/20 = 0.65 AgEx153 = 2x14/20 = 1.40 AgEx153 = 1x14/20 = 0.70 AgEx159C = 3x13/20 = 1.95 AgEx200n.2 = 2x2/20 = 0.20 Total = 6.2
		A 10 . Number of grade sheets submitted within prescribed period	Preparation	Prepares gradesheet and submits on or before deadline	3						
		A 11 . 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	_						
	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	A12. Number of trainings attended related to instruction	Trainings attended	Attend mandated trainings					·		
		A13. Number of long examinations administered and checked	exam prep	Administers and checks long examination for subjects taught	4	4	5	5	4	4.67	AGED243, AGED241,AGEX247,AGED245
		A14. Number of quizzes administered and checked		Prepares and checks quizzes for lec and lab	5	7	5	5	:5	5.00	Learning Task: AGED243, AGED241, AGEX247, AGED245
		A15. Number of lab reports and term papers checked and graded		Checks lab reports and term papers submitted as required	_						

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Acts as academic adviserto A16. Number of students advised: PI 8: Number of students advised: * students 5 5.00 Cheska Marie Inot Quinatana A17. Number of students 2 advised on thesis/ field practice/special problem: As Field Practice Advising/corre Advises, and corrects research outline and Coordinator/ Thesis Adviser thesis/SP manuscript 2 5.00 Chellie Asuncion, Johanna Brigildo 2 5 5 As OJT/Thesis Committee | Advising/corre | Advises and corrects ction research outline and Member thesis/SP manuscript Arnel Casido, Gisselle Dela Cruz, Cherry 4 6 5 5 5.00 Galamiton, Rheo Gocela, Madeline Sumabat, May Queen Tan A18. Number of students Entertains students consulting on subject taught, er tertained for consultation 6 31 5 5 5.00 BSA Students- AGEX MAJOR STUDENTS 5 thesis and grades purposes

PI 9. Number of student	A19. Number of Student	Advises student							
organizations advised/ assisted *	organizations advised	organizations recognized by USOO	1	31	5	5	:5	5.00	BSA Students- AGEX MAJOR STUDENTS
	A20. 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-AGEXSO
PI 10: Number of instructional materials developed *	A 21 : Number of on-line course ware developed and submitted :	Prepares and submits for review by the Technical Review Panel							
	On-line ready courseware	Prepares Instructional module/laboratory guide/workbook or a combination thereof	-						
	Supplemental learning resources	Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught	2	2	5	5	5	5.00	AģEx131, AgEx153
	Assessment tools	Prepares assessment tools such as long exam, quizzes, problems sets, etc.	2	7	5	5	5	5.00	AgEx131,AgEx153,AgEx199-C
	A 23 : Number of on-line course ware reviewed by TRP & edited by MMDC editor	Submits the course ware duly reviewed by TRP for editing by MMEC editor	and the second s						
	A 24 : Number of virtual classroom created and operational	Creates virtual classroom using either Moddle or Google Classroom	_						
PI 11. Additional outputs	A 25. Number of Additional outputs accomplished:								
	Program accreditation/evaluation	Prepares documents and /or program profile and other materials required during program/institutional accreditation and/or evaluation	-	-					
	PI 10: Number of instructional materials developed *	organizations advised/ assisted * A20 Number of Student organizations assisted on student related activities PI 10: Number of instructional materials developed * A21: Number of on-line course ware developed and submitted: On-line ready courseware Assessment tools Assessment tools Assessment tools A23: Number of on-line course ware reviewed by TRP & edited by MMDC editor A24: Number of virtual classroom created and operational PI 11. Additional outputs A25. Number of Additional outputs accomplished: Program	organizations advised/ assisted * A20. Number of Student organizations assisted on student related activities PI 10: Number of instructional materials developed * A21: Number of on-line course ware developed and submitted: Prepares and submits for review by the Technical Review Panel On-line ready courseware Prepares Instructional module/laboratory guide/workbook or a combination thereof Bupplemental learning resources A23: Number of on-line course ware tools Assessment tools Assessment tools A23: Number of on-line course ware eviewed by TRP & edited by MMDC editor A24: Number of orline course ware reviewed by TRP & edited by MMDC editor A24: Number of orline course ware reviewed and operational classroom created and operational outputs accomplished: Program accreditation/evaluation Prepares documents and for program profile and other materials required during program/institutional intered accivities A25: Number of Additional outputs accomplished: Program accreditation/evaluation	organizations advised/ assisted * A20. Number of Student organizations assisted on student related activities PI 10: Number of instructional materials developed * A21: Number of orline course ware developed and submitted: Prepares Instructional materials developed * A21: Number of orline course ware developed and submitted: A21: Number of orline course ware developed and submitted: A22: Number of orline course ware A23: Number of orline ready courseware A34: Number of orline course ware developed and submitted: A24: Number of orline course ware reviewed by TRP & edited by MMDC editor A24: Number of virtual classroom created and operational accorditation/perational outputs accomplished: Program accreditation/evaluation Prepares documerts and/or program profile and other materials required during program/profile and other mater	organizations advised/ assisted * A20. Number of Student organizations assisted on student related activities Pl 10: Number of instructional materials developed * On-line ready courseware On-line ready courseware Supplemental learning resources Assessment tools Assessment tools Assessment tools Assessment tools A21: Number of on-line course ware developed and submitted: Prepares and submits for review by the Technical Review Panel Prepares Instructional module/laboratory guide/workbook or a combination thereof Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught Prepares assessment tools such as long exam, quizzes, problems sets, etc. A 23: Number of on-line course ware reviewed by TRP & adited by MMDC editor A 24: Number of virtual classroom using either Meddie or Google Classroom Creates virtual classroom using either Meddie or Google Classroom Prepares accurated and operational Pl 11. Additional outputs A 26: Number of Additional outputs accomplished: Prepares documents and for programm profile and other materials required during programminational	organizations advised/ assisted * A20. Number of Student organizations assisted on student related activities PP10: Number of Instructional materials developed * A21: Number of on-line course ware developed and submitted: On-line ready courseware Bupplemental learning resources Assessment tools Assessment tools Assessment tools A21: Number of on-line course ware developed and submitted: Prepares Instructional module/laboratory guide/workbook or a combination thereof Prepares Power Point presentation, video clips, movie clips, reading assignments depending on course taught Assessment tools Assessment tools A23: Number of on-line course ware dilly reviewed by TIRP & edited by MMDC editor A24: Number of virtual classroom created and operational A25: Number of Additional outputs A26: Number of Additional outputs organizations assisted by USP Prepares documents and for program profite and other materials required during pregnaministrational accreditation/evaluation archive accreditation organizations in preparate and for program profite and other materials required during pregnaministrational	organizations advised/ assisted * A20. Number of Student organizations in student related activities PP10: Number of student related activities A21: Number of on-line course ware developed and submitted: On-line ready courseware Bupplemental learning resources Assessment tools Assessment tools A23: Number of on-line course ware developed and sassion accreditation of the student related activities A24: Number of on-line course ware developed and submitted: Drepares Instructional module/laboratory guide/workbook or a combination thereof Prepares Instructional module/laboratory guide/workbook or a combination thereof Assessment tools Assessment tools Assessment tools Assessment tools A21: Number of on-line course ware duly reviewed by TRP & edited by MMDC editor A24: Number of virtual classroom created and operational A25: Number of Additional outputs A26: Number of Additional outputs A27: Prepares documents and for program prifite and other materials required duing pregrammismisticinest	organizations advised/ assisted *	organizations advised/ organizations advised organizations recognized by USOO 1 31 31 5 5 5 5 5.00 assisted " A20. Number of Student organizations assisted on student related activities activities activities activities activities are developed and submitted: P110: Number of instructional materials developed and submitted: Orr-line ready courseware Orr-line ready courseware Prepares and submits for review by the Technical Review Panel activities activities are combination thereof Prepares Instructional module/laboratory guide/workbook or a combination thereof Prepares Power Point presentation thereof Assessment tools Assessment tools Assessment tools Prepares assessment tools active the course ware duly reviewed gram, quizzes, problems sets, etc. 2 7 5 5 5 5.00 P111. Additional outputs A21: Number of on-line course ware reviewed by TRP & adited by MMDC editor A24: Number of virtual classroom created and operational outputs accomplished: Program and other materials and outputs accomplished: Program accomplished: Prepares adocumer's and for program and other materials required duling program and other materials required during pregaminaturions and other materials required during pregaminaturions.

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	Agency/firm/Industry linkages		Coordinates with potential firms and maintains linkages with firms willing to accept OJT students from VSU								
	A 26. Other outputs implementing the new normal due to covid 19		Designs experiential learning activities and other outputs to implement new normal	_							
UMFO 3 , RESEARCH SERVICES									,		
PI 1. Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	A27. Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *		Conducts research for possible utilization by industry or other beneficiaries								
PI 2. Number of research outputs completed within the year *	A 28. Number of research outputs completed within the year *	d photographic property and the second	Conducts and completes research oroject within the year								
PI 3. Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%) *	A 29. Percentage of research outputs published in internationally-refereed or CHED recognized journal within the year		Writes publishable materials out of research outputs and submits for publication								
	in refereed int'l journals	g de la companya de l			-		\top				
	In refereed nat'l/regional journals	and the second s			940						
PI 4. Number of research outputs presented in regional/national/ int'l fora/conferences	A 30. Number of research outputs presented in regional/national/ int'l fora/conferences *	,	Prepares, submits and presents research paper in scienfic for a/conferences								
	In int'l fora/conferences	1 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2		-	-	`	\neg				y places and a second a second and a second
	in nat!/regional		,								
PI 5. Percent of research proposals approved *	A 31. Percentage of of research proposals prepared, submitted and approved		Prepares research proposals, submits and follows up its approval for immediate implementation	95%	100%		5	5	5	5.00	Strengthening Farmers Associations to Increase Vegetable Production in Silago, Southern, Leyte
PI 6. Additional outputs*	awards (research conducted										

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	A 33. Number of journal articles/scientific paper received and reviewed as peer-reviewer		Acts as peer reviewer of journal articles/scientific papers, reviews the paper received and returns duly reviewed paper							
	A 34. Number of UMs submitted to ITSO, VSU	UM preparation	Prepares and submits application for JM of technology generated out of research output							
	A 35. Other outputs implementing the new normal due to covid 19		Designs research related activities and other outputs to implement new normal							
UMFO 4. EXTENSION SERVIC	ES		, , , , , , , , , , , , , , , , , , , ,							
PI 1. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities	A 36. Number of active partnerships with LGUs, inclustries, NGOs, NGAs, SMEs, and other stakeholders		Identifies and links with probable partners for extension activities and maintains this active partnership	1	1	5	5	:5	5.00	Municipal of Hilongos, Silago
PI 2. Number of trainees weighted by the length of training	A 37. Number of trainees weighted by the length of training		Conducts trainings among beneficiaries of technologies for transfer							
PI 3. Number of extension programs organized and supported consistent with the SUC's mandated and priority programs	A 38. Number of extension programs/projects implemented		Implementes duly approved extension projects	1	1	5	5	.5	5.00	"Strengthening Farmers Associations to Increase Vegetable Production in Silago, Southern, Leyte
PI 4. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	A 39. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance		Provides quality and relevant training courses and advisory services	95%	98%	5	5	5	5.00	
PI 5. Number of technical/expert services	A 40 . Number of technical/expert services as/in:		Provides the technical and expert services requested by beneficiaries		,					9
Research Mentoring	Research Mentor									

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	Peer reviewers/Panelists	Peer reviewers/Panelists									
	Resource Persons	Resource Persons									
	Convenor/Organizer	Convenor/Organizer									
	Consultancy	Consultant									
	Evaluator	Evaluator									
	PI 8. Percent of extension proposals approved *	A 41. Percent of extension proposals approved *		Prepares extension project proposals, submits and follow up its approval for immediate implementation	95%	98%	5	5	:5	5.00	
	PI 11. Additional outputs *	A 42. No. of extension-related awards (extn. conducted by faculty or student & faculty) *									
	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	A 43 Other outputs implementing the new normal due to covid 19		Designs extension related activities and other outputs to implement new normal							, , , , , , , , , , , , , , , , , , , ,
UMF	O 5. SUPPORT TO O	PERATIONS	,								
		d Institutional Accreditation S	ervices		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	7					
	PI 8 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*	A 44. Compliance to all requirements of the QMS 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	85%	85%	5	5	5	5.00	
		A 45. Compliance to all requirements of the program and institutional accreditations:	Minutes Preparation	Prepares required documents and complies all requirements as prescribed in the accreditation tools					N.		8 8
		On program accreditations	Pilot Plant Manager								

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	On institutional accreditations	SSF Rootcrop facility incharge								
UMFO 6. General Admin.	& Support Services (G	ASS)								
PI 2. Zero percent complaint from clients served	A 46. Customerly friendly frontline services		Provides customer friendly frontline services to clients	0% complaint	0% complaint	5	5	5	5.00	
PI 3: Addi∯ional Outputs	A 47. Number of /new initiatives introduced resulting to best practice replicated/benchmarked by other depts/agencies *		Initiates/introduces improvements in performfing functions resulting to best practice							
	A 48 Other outputs implementing the new normal due to covid 19	,	Designs administration/management related activities and other outputs to implement new normal							
Total Over-all Rating					114.33					mendations for Development Purpose:
Average Rating			,		4.23		Keey	p it	up	? '.
Adjectival Rating	, , , , , , , , , , , , , , , , , , , ,			VERY	SATISFACTORY					

Evaluated & Rated by:

Head, DAEEX Date: June 21, 2024

Recommending Approval:

Dean, CAFS
Date: June 24, 2024

Approved by:

Vice President for Academic Affairs

Date: June 26, 2029

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: <u>Daniel A. Catibo</u> Performance Rating: <u>Outstanding</u>

Aim: To enhance research performance of Mr. Catibo.

Proposed Interventions to Improve Performance: Attend relevant local or international

training.

Date: July 2023 Target Date: Within January-June 2024

First Step: Search the internet for announcements on scientific conferences.

Result: Apply to the scientific conferences.

Date: December 2023 Target Date: Within March-June 2024

Next Step: Mr. Catibo to apply for participation to a local or international training/conference

Outcome: Increased publication and research projects of the department.

Final Step/Recommendation:

The department strongly recommends him to attend international training/conference.

Prepared by:

LIJUERAJ J. CUADRA DAEEx Head

Conforme:

DANIEL A. CATIBO

Name of Ratee Faculty/Staff