

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

Name of Faculty Member: **Vasquez, Erlinda A.**

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
Instruction			
Head/Dean (50%)		5.00 x 50% = 2.50	
Students (50%)		5.00 x 50% = 2.50	
TOTAL for Instruction	25%	5.0 X 0.25 =	1.25
Research	50%	5.0 X 0.50 =	2.50
Extension	20%	5.0 x 0.20 =	1.00
Production	2%	5.00 x 0.02 =	0.10
Administration	3%	5.00 x 0.03 =	0.15
TOTAL			5.0

EQUIVALENT NUMERICAL RATING: 5.0

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 5.0

ADJECTIVAL RATING: Outstanding

Prepared by:

PRECILA C. BELMONTE
Temp. Administrative Officer

Reviewed by:

MARLON M. TAMBIS/EDGARDO E. TULIN
Assistant Director/Director

Recommending Approval:

ROSA OPHELIA D. VELARDE
Director for Research

Approved:

for **MARIA JULIET C. CENIZA** o/c 1/24/23
VP for Research Extension & Innovation

“Exhibit B”

INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, ERLINDA A. VASQUEZ, 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 1, 2022 -December 31, 2022.


ERLINDA A. VASQUEZ
Ratee

Approved:  
MARLON M. TAMBIS/ EDGARDO E. TULIN
Asst. Director/ Director

MFO & PAPs	Success Indicators	Tasks Assigned	Target	Actual Accomplishment	Rating				Remarks
					Q ¹	E ²	T ³	A ⁴	
MFO 1. Advanced & Higher Education Services	FTE	Handles 1 Entom graduate course per semester	1 Lec and 1 Lab	2 Graduate Courses: Ento 213 - Lecture & Lab Ento 111 207 - Lecture & Lab	5	5	5	5	Finished the conduct of Lectures and Lab as scheduled and submitted grade before deadline 2 Undergraduate and 3 MS students able to graduate
	• Courses taught								
	• Number of Student Research Advisee	Advises/guides students on thesis concerns	1 Undergraduate and 1 Graduate students	1 Undergraduate 1 Graduate (MS)					
	• Number of students served as Chairman of GAC, and SRA Chairman and Member	Corrects Thesis Outlines and Manuscripts as: Adviser Member	1 Graduate 1 Undergraduate 1 Graduate 1 Undergraduate	1 2 1 1					
MFO 2. Research Services	• Research projects conducted/implemented	Implements/conducts research projects	3 Projects	4	5	5	5	5	Presented research outputs of 2 DA-BAR funded projects during the agency inhouse review and
	• Prepare terminal reports of completed projects	Submit terminal reports to funding agencies	1	1					

	<ul style="list-style-type: none"> • Prepare Handbook for the project 	Finalization of the ready-to-print copy for the handbook	2 revisions made						prepared presentations for the VSU funded researches
MFO 3. Extension Services	<ul style="list-style-type: none"> • Number of DA-personnel and LGU technicians trained • Number of LGU extension workers/ farmers trained • Number of requests served technical expert • Involvement in National TWG on Cassava and Rootcrops • Technologies generated and disseminated 	<p>Trains clients in Cassava Production and Integrated Pest Mgt and other rootcrops</p> <p>Serves as Resource Person</p> <p>Panelist and Resource Person</p> <p>Attends TWG meeting</p> <p>Disseminates IPM technologies to clients</p>	<p>2</p> <p>10</p> <p>2</p> <p>1</p> <p>2</p>	<p>4</p> <p>15</p> <p>3</p> <p>2 BPI-NSIC 2 DA/DA-BAR Corn Cassava</p> <p>3</p>	5	5	5	5	<p>Walk-in and Online clients</p> <p>Act as Evaluator of En-Banc Review of Corn and Cassava proposals</p> <p>Act Evaluator and panelist during DA-BAR Annual Review of on-going and completed projects</p>
MFO 4. Production Services (Resource Generation)	<ul style="list-style-type: none"> • 100% of Self-liquidating project • Amount of income generated from technologies 	<p>As Project Leader of :</p> <p>1. Production of Quality Planting Materials of Root Crops</p> <p>2. Sweetpotato Weevil Pheromone</p> <p>1. Production of Quality Planting Materials of Root Crops: Sweetpotato & Cassava</p> <p>2. SPW Weevil Pheromone</p>	<p>5 K</p> <p>8 sachets</p> <p>1.5K</p> <p>900</p>	<p>33,000 for sweetpotato for Maasin Farmer Organization 3,820 pre-treated planting materials (stakes) of cassava for MICC 5 sachets (bought by MFO), 8 for field experiment</p> <p>PhP 16.5 K (deposited at ViFARD)</p> <p>1.5K (bought by MFO) = PhP 1.5 K (deposited at ViFARD)</p>	5	5	5	5	<p>-Approval of the Application for Certified Nursery for sweetpotato by BPI-NSQCS, Central Office as output of the Proj</p> <p>-Cassava planting materials were distributed to selected Regions</p> <p>-Sales of SP pheromones deposited to university Proj. Acct</p>
MFO 5. Administrative Functions	<ul style="list-style-type: none"> • Number of meetings presided as Head of Pest Management Section 	Junior Research Staff & Laborer Meeting	1/qtr	2	5	5	5	5	

Others: Assigned duties by the University	• In-Charge of the Pest Management	Inventory of supplies and materials Inventory of Lab Equipment and Supplies	1/yr	1 in 6 months					
	Number of meetings a regular member of BAC	Attendance and participation in the pre-bidding and bidding conferences and post-qualification meeting Attendance and discussion	10	20 Prebidding 22 Bidding 10 Pre-procurement	5	5	5	5	
	Number of meeting as Chairman of Awards Committee for the Univ. anniversary	Conduct Meeting and evaluate documents of nominees	2	4 meetings					
	Number of meetings as member of SIAC	Attend meeting	1	3					
Total Over-I Rating					5	5	5	5	

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 organize and prepare MREs
for the turn-over to the Director
of PhilRootcrops

Evaluated & Rated by:

MARLON M. TAMBIS/EDGARDO E. TULIN
Asst. Director/ Director, PhilRootcrops

Date: _____

Recommending Approval:

ROSA OPHELIA D. VELARDE
Director for Research

Date: Jan. 24, 2023

Approved by:

for MARIA JULIET C. CENIZA o/c
VP for RDI 1/24/23
SOS

Date: Jan. 24, 2023

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

PERFORMANCE MONITORING & COACHING JOURNAL

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

Name of Office: PhilRootcrops

Head of Office: Dr. Edgardo E. Tulin & Prof. Marlon M. Tambis

Name of Personnel: ERLINDA A. VASQUEZ *Erlinda A. Vasquez*

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring	One-on-one discussion on project/program progress/university's concerns	Monthly PRDC meeting Jan. 11, 2022 March 7, 2022 May 19, 2022 July 5, 2022 Sept. 26, 2022	Issuance of memoranda		Attendance to PRDC monthly Meetings by the members of Research and Development Council
Coaching	Research proposal for submission to funding agencies	One-on-one discussion on project progress Group coaching during PRDC Meetings			Proposal prepared and submitted to funding agencies New proposal for evaluation

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

Conducted by:

[Signature]
MARLON M. TAMBIS / EDGARDO E. TULIN
Assistant Director/Director

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: **ERLINDA A. VASQUEZ**

Performance Rating: **Outstanding**

Aim: To become an effective researcher, professor and administrator.

Proposed Interventions to Improve Performance:

Date: July 1, 2022 Target Date December 31, 2022

- Implements on-going research projects
- Prepares papers for publication
- Prepares terminal reports
- Performs instruction and student advising to Plant Protection and Entomology students (graduate and undergraduate)
- Conducts meetings with research assistants/ aides and laborers and as Chair of one of the university committees assigned
- Attends meetings as member of the university committee assigned

Result:

-
- Research projects implemented and subjected to annual review by OVPRE
 - Papers for publication in progress
 - Terminal reports and AFRs
 - Served as professor and student advisers to graduate and undergraduate thesis students
 - Conducted meetings with staff and laborers and as Chair as one of the university committees
-

Date: Jan 1, 2023 Target Date February 28, 2023

Next Step:

- Meeting with staff and laborers for RDE activities and setting up of targets for the year
 - Publication of handbook
 - Prepares terminal reports and AFRs of research projects
 - Prepares MRs and settle obligations in preparation for retirement.
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Outcome:

- Proposal approved for implementation
- Presented outputs in different scientific gatherings (national and international)
- Paper for submission to scientific journals
- Terminal reports and AFRs

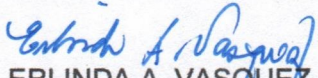
Final Step/Recommendation:

- To maintain performance and or exceed the current performance; to submit more proposals and continue doing the assigned functions in research, extension, production and administration
- MR and settle other obligations such as terminal reports and AFRs of projects in preparation for retirement.

Prepared by:

 
MARLON M. TAMBIS/EDGARDO E. TULIN
Assistant Director/ Director

Conforme:


ERLINDA A. VASQUEZ
Name of Ratee /Faculty/Staff