

OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

I, ROSARIO P. ABELA, Head of the VSU LABORATORY HIGH SCHOOL, commits 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, 2017.

Rosario P. Abela
 ROSARIO P. ABELA
 Head of Unit
 Date: 8/15/17

MFO Description	Success/Performance Indicator (PI)	Units/Persons Responsible	Target	Actual Accomplishment	Rating				Remark
					Quality	Efficiency	Timeliness	Average	

UMFO 2. Higher Education Services

OVPI MFO 1. Curriculum Program Management Services

PI 1: Total FTE monitored	TOTAL FTE	250.75	1425.95	5	5	5	5	5.00	1 VSL, 9 TL
PI 5: Percentage in the number of undergraduate students who graduated within prescribed period	All VSULHS faculty	100%	100%	5	5	5	5	5.00	116 grade 10 students who will complete JHS on time

OVPI MFO 2. Student Management Services

PI 2: Number of students awarded with scholarship/fellowship/grants /assistantships	VSULHS Guidance, USSO & Other Schools / DepEd	116	116	5	5	5	5	5.00	DepEd voucher for senior high school
PI 5: Number of undergraduate students awarded with honors/distinction	VSULHS Honors & Awards committee	35 (30% of graduating class)	73 (63% of graduating class)	5	5	5	5	5.00	35 honor students
Student Advising and Consultation Services:									

Number of organizations advised		VSULHS Faculty					SBO, CAT, English Club, Dance club, sports club, Math & Science Club, FFP, FAHP, Filipino club, Organization by grade level and by class section of Grade 7, 8, 9, & 10 classes and Tiller (HS publication)				
Number of student-related activities assisted		VSULHS Faculty					SBO Valentine's Day, Jr High Promotion, Parents Consultation, CAT Turnover Presentation, JS Prom, Sci-fair local, POSTE, & national, Archery training, Coaching students in EV/RAA				

OVPI MFO 1. Administrative and Facilitative Services

PI 1: Number of colleges, departments & support units supervised, monitored & coordinated	Principal	3	3	5	5	5	5.00	Corn. Arts, MathSci, & TLE sections
PI 2: Number of management meetings conducted	Principal							Meetings scheduled on February for the CAT turn-over, 4th quarter exam and 1st HS Promotion; March for the Promotion; on twice in May for the scheduling and other matters; June for the overall meeting before class start and orientation to the new teachers
PI 3: Number of documents signed and approved	Department							
PI 2: Number of university committees/ boards/council chaired & coordinated	OVPI, College, Department	10	15	5	5	5	5.00	Class Cards, Honors Certificates, Certificate of Good Moral, Form 137, etc...
PI 5: Number of frontline academic services monitored and ensured to be customer friendly & efficient and citizens charter posted conspicuously	OVPI, College, Department, Units	1	3	5	5	5	5.00	VSU graduation, VSU student handbook, investigation committee, etc...
PI 6: Percentage of new faculty recruited/hired using procedures aligned with ISO standards	OVPI, ODAHRD, PRPEO, APB, College, Department	90%	100%	5	5	5	5.00	Administrative Staff (Office), Nursery & Farm maintenance personnel for laboratory and research purposes of students

OVPI MFO 2. Frontline Services

PI 1. Efficient and customer-friendly frontline service	Zero percent complaint from clients served	100% no complaint	100% no complaint	5.0	5.0	5.0	5.00	
Best practices/new initiatives								
TOTAL Overall Rating							95.00	
AVERAGE				0.00	0.00	0.00	5.00	

Received by:

Calibrated by:

Recommending Approval:

Received by:

Planning Office

Chairman

REMBERTO A. PATINDOL, Ph.D.

BEATRIZ S. BELDOLIAS, Ph.D.

VP for Instruction

EDGARDO E. TULIN, Ph.D.

President