

OH/CS
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"Exhibit A"

OFFICE PERFORMANCE COMMITMENT & REVIEW FORM (OPCR)

I, **Othello B. Capuno**, of the **Office of the Vice President for Research and Extension** 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 to December, 2019**.

Approved:

Othello B. Capuno
OTHELLO B. CAPUNO
VP for Research and Extension

Edgardo E. Tulin
EDGARDO E. TULIN
University President
Date: _____

Personnel Composition	Position Title/ Designation	Number
Permanent	University Professor/ Director (JLBacusmo)	1
	Associate Professor III (MNVSerio)	1
	Broadcast Production Supervisor (AOCarreno)	1
	Instructor I (PSCaintic)	1
	SRS (VGPalermo)	1
	Admin Aide VI (FRLDiaz)	1
	Admin Aide III (Jerry Posas, ANayre, NPiad, APosas)	4
Temporary	Instructor I (MLCTambis)	1
Regular	SRA (MVQSubere)	1
Casual	Admin Aide III (MSta. Iglesia, ST Nayre)	1
Contractual	SRA (EYBaños)	1
	SRA Aide (MFEChavez)	1
JO	SRA (AMBSabando, Jen Posas, EBTapayan, TBaguio, CBCruz, LMalpas, GAsauro, MYgaña, KBCaingcoy, PAguilar)	10
	Science Aide (EGCaña)	1
	Utility (NLingatong)	1
	Laborer	7
	Sub-TOTAL	35

Rating Equivalents:
5 – Outstanding
4 – Very Satisfactory
3 – Satisfactory
2 – Fair
1- Poor

MFOs/PAPs	Success Indicators	Targets	Actual Accomplishment (as of September)	Unit/Persons Responsible	Rating				Remarks
					Q ¹	E ²	T ³	A ⁴	
UMFO 3: RESEARCH SERVICES									
	PI 1: Number of Outputs Published in CHED-accredited journals/internationally indexed journal/books or book chapter	25	30	Director/with RPO support staff and with assistance from research centers & colleges	5	5	5	5	
	PI 2: Number of Outputs Presented in Scientific <i>fora</i> (Regional/ National/ International/Conferences/ Conventions)	36	47	Research Director/ with RPO support staff and with assistance from research centers & colleges	5	5	5	5	

	International Fora/ Conferences	12	14		5	5	5	5	
	In National Fora/ Conferences	6	15		5	5	5	5	
	In Regional Fora/ Conferences								
	In Local Fora/Conferences	21	25		5	5	5	5	
	PI 3: Number of Research Projects Conducted and Completed on Schedule	15	30	Research Director/with RPO support staff with assistance from research centers & colleges	5	5	5	5	
	PI 4: Number of research proposals submitted for external funding	0	1	OVPRE, Research Centers, Colleges, ViCARP, faculty researchers	5	5	5	5	
	PI 5: Number of Research Proposals reviewed for internal funding	17	50	Research Director/ RPO support staff and research centers & colleges	5	5	5	5	
	PI 6: Number of Research Proposals approved for internal funding	12	22	Research Director/ RPO and research	5	5	4.5	4.83	

				centers & colleges					
	PI 7: Amount of research money generated from external funding	5M	50M	Research Director/ with RPO support staff and research centers & colleges, ViCARP	5	5	5	5	
	PI 8: Amount of research money generated from institutional funding	10M	27.50M	Research Director/ with RPO support staff and research centers & colleges	5	5	4.5	4.83	In coordination with FMO and Budget Office
	PI 9. Number of research collaboration/partnerships with LGUs, agencies, industry, private individuals, and local entrepreneurs established/ maintained	12	25	Research Director/ with RPO support staff and research centers & colleges, ViCARP	5	5	4.5	4.83	
UMFO 4. Extension Services	PI 1.No. of trainings / seminar-workshops	47	60	OVPRE, Centers, College, Department, VSU	5.0	4.9	5.0	4.97	

	conducted/coordinated			TVET, ViCARP					
	PI 2.No. of persons trained	1,300	1,400	OVPRE, Centers, College, Department, VSU TVET	4.8	4.9	5.0	4.9	
	PI 3.No. of other extension delivery services conducted/coordinated	4	6	OVPRE, Centers, College, Department, VSU TVET	4.8	5.0	5.0	4.93	
	PI 4. No. of technical advisory service beneficiaries	2,200	2,508	OVPRE, VSU TVET, Centers, Departments, ViCARP	4.9	5.0	4.8	4.9	
	PI 5. No. of IEC materials/R&E corporate publications produced on time	8	12	OVPRE, VSU TVET, Centers, Departments, ViCARP	4.5	4.9	5.0	4.8	
	PI 6. No. of publications circulated on time	5	9	OVPRE	4.8	5.0	4.9	4.9	
UMFO 4. ADMIN. SERVICES	PI 1: Transportation requests served	65	120	Admin Aide IV	5	5	5	5	

	PI 2: Vehicle maintenance	100%	100 %	Admin Aide IV	5	4.9	5	4.97	
	PI 3: On call service when requested	100%	100 %	Admin Aide	5	4.9	5	4.97	
UMFO 5: RESEARCH SERVICES									
A. Research Faculty Development Services	PI 1: Number of faculty pursuing advanced research degree programs (MS, PhD) facilitated, monitored and assisted	3	10	Director/ RPO/ research centers & colleges	5	5	5	5	
B. Research Faculty Evaluation Services	PI 1: Number of in house reviews/ seminars/ trainings/ conventions/ workshops coordinated/ conducted/ attended	4	6	Director/with RPO support staff / Center Directors with support staff and technical experts from other units, ViCARP	5	5	5	5	
	PI 2: Number of research projects monitored/ facilitated for review (during the Annual In-	120	140	Director/with RPO support staff/ research centers & colleges , ViCARP	5	5	5	5	

	house Review)								
	PI 3: Number of R&D programs/ projects monitored	65	180	RPO/Director with support staff , VICARP	5	5	5	5	
C. Research Administration Services	PI 1: Number of documents/papers recorded and delivered	1,590	3,100	OVPRE, VICARP	5	4.9	5	4.97	
	PI 2: Number of vouchers, PRs, payrolls, trip tickets, job orders, appointments followed up	840	1,615	OVPRE, VICARP	5	5	5	5	
	PI 3: Number of copies reproduced	2,500	3,805	OVPRE	5	5	5	5	
	PI 4: Number of notices of meetings distributed to research centers/ colleges/ departments	1,095	2,080	OVPRE	5	4.9	5	4.97	
	PI 5: Percentage of facilitative services against time Office operations and facilitation/transaction of related matters and documents	100%	100%	OVPRE	5	5	4.9	4.97	

	PI 6: No. of documents prepared and facilitated (PR, RS, Job Contact, Travel Orders, Trip Tickets, PO, Application for Leave, Payrolls, etc., for VP approval	271	507	OVPRE	5	5	4.9	4.97	
	PI 7: No. of Incoming documents/ papers for VP approval	250	292	OVPRE	4.9	4.9	4.9	4.9	
	PI 7: No. of Incoming documents/ papers for VP approval	1,340	1,812	OVPRE	5	4.9	4.9	4.93	
	PI 8: No. of visitors entertained	250	295	OVPRE, VICARP	5	5	5	5	
	PI 9: No. of meetings scheduled and facilitated	320	375	OVPRE	5	5	5	5	
	PI 10: Number class evaluation facilitated	20	24	OVPRE	5	5	5	5	
PI 12 : ADDITIONAL OUTPUTS	A1 : Number of research output publication produced/ related technical publication/ Research Manual	4	8	OVPRE	4.9	4.9	4.9	4.9	Research Manual, RDE Highlights

[illegible]

Received by:



DILBERTO O. FERRAREN,
Planning Office

Date: _____

Calibrated by:



REMBERTO A. PATINDOL
PMT

Date: _____

Recommending Approval:



OTHELLO B. CAPUNO
Vice President

Date: _____

Approved by:



EDGARDO E. TULIN
President

Date: _____

*Rating Code: 1 – Quality

2 – Efficiency

3 – Timeliness

4 – Average