



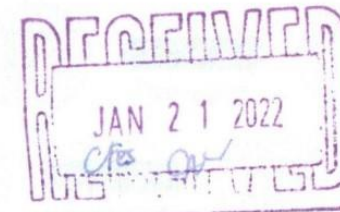
INSTITUTE OF
TROPICAL ECOLOGY
AND ENVIRONMENTAL
MANAGEMENT

COLLEGE OF FORESTRY
AND ENVIRONMENTAL SCIENCE
VISAYAS STATE UNIVERSITY
VISCA, BAYBAY CITY, LEYTE

Office Performance Commitment and Review (OPCR) 2021

JULY – DECEMBER

ACCOMPLISHMENTS





VISAYAS
STATE UNIVERSITY

Institute of Tropical Ecology and Environmental Management (ITEEM)
College of Forestry and Environmental Science (CFES)
VISAYAS STATE UNIVERSITY

299
11 MAR 2022
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OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

I, **DR. ELIZA D. ESPINOSA**, Director of the Institute of Tropical Ecology and Environmental Management (ITEEM), 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–December 2021**.

ELIZA D. ESPINOSA
Director, ITEEM

DATE

DENNIS P. PEQUE
Dean, CFES

DATE

1/21/2022



INFORMATION ON PERSONNEL FULL-TIME TEACHING EQUIVALENT (FTE):

Personnel	Number (1)	Min. FTE (2)	Total FTE (1x2)	RDE Commitments***		
				Research	Publication	Extension
Department Head	1	4	12.0	1	0	1
Faculty w/ Univ. Designated Position	3	4	60.0	3	1	3
Regular Faculty (VSL)*	5	12	0.0	5	1	5
Regular Faculty (TLS)**	0	0	72.0	0	0	0
Part time Faculty	4	18	0.0	0	0	0
Admin Staff Members	6					
Research/Project Staff Members	22					
TOTAL			144.0	9.0	2	9

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

NOTE: *On vacation-sick-leave status. Ratio of Instruction and RDE commitments should be determined based on FTE of 18 units
**On Teacher's Leave status. Minimum FTE required is 18 units
***Professors and Associate Professors are required to commit RDE outputs (Please see Performance Indicators under Research (UMFO 3) and extension (UMFO 4))

MFO No.	Success/Performance Indicator (PI)	Units/Persons Responsible	Department Target	Actual Accomplishments		Rating				Remarks (Details of the targetted output indicators with**)	% weight
				% Accomplishment	Details of Accomplishments	Q	E	T	A		
MFO 1: ADVANCED EDUCATION SERVICES (20%)											
OVPI MFO 1. Graduate Degree Program Management Services											
	PI 1. Percentage of graduate school faculty engaged in research work applied in any of the following:										4%
	a. Pursuing advanced research degree program (PhD)*	EDE								Concerned faculty will proceed his PhD next year based on the approved Faculty Development Plan (Jimmy O. Pogosa)	
	b. Actively pursuing in the last three (3) years (investigative research, basic and applied scientific research, policy research social science research)	EDE, MMB, JOP, KJGL	100.00%	100%	EDE: CHED Research Program: - Seagrasses and Seaweeds of Camotes and Cuatro Islands; Assessment of Marine Protected Areas in Camotes and Cuatro Islands; Biodiversity of Marine Flora and Fauna in Artificial Reefs of Baybay City and Selected Municipalities of the 5th District of Leyte; Species Composition, Abundance and Succession of Seaweeds and Seagrasses in Artificial and Natural Reefs MMB: Development of a Rainforestation Research Capability to Scale-Up Forest Restoration Initiatives in Climate Change Vulnerable Marginal Uplands in Inopacan, Leyte; Effect of Nutrient Management on the Survival and Growth Performance of Mycorrhizal-Infected Diptercarp Seedlings Planted in Marginal Upland of Inopacan, Leyte; Assessment and monitoring of RF demo farm adopter's sites	5	5	5	5		

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					JOP: Species Combination-Site Condition Matching of Early Successional Species KJGL: Ecological Assessment and Conservation of <i>Aquilaria malaccensis</i> Through Sustainable Agarwood Production in Leyte and Biliran Islands, Philippines (EcoSAP)						
	c. Producing technologies for commercialization or livelihood improvement	EDE MMB	50.00%	100%	Propagation of native forest seedlings; Production of Tilapia fingerlings	5	5	5	5		
	d. Whose research resulted in an extension program	EDE MMB	100.00%	100%	Rainforestation Technology; Artificial Reef as alternative to Coral Reef	5	5	5	5		
OVPI MFO 2. Graduate Student Management Services											
	PI 1: Percentage of graduate students enrolled in research degree programs*	EDE	100.00%	100%	Giuraldo Fernandez, Jonathan Hijada, Pelino Lilibeth enrolled in research study on 1st sem 2021-2022	4	4	4	4		2%
	PI 2: Percentage of accredited graduate programs*	EDE	100.00%	100%	MSTropical Ecology is AACUP (Level 2) and RQAT (CHED National Technical Committee) waiting for COPC	4	4	4	4		2%
	PI 3: Number of graduate degree specializations offered and monitored*	EDE	1	1	MS Tropical Ecology	4	4	4	4		2%
	PI 4: Total FTE coordinated, implemented & monitored*	MMB, EDE, JOP, KJGL	1.75	4.89+7.82 =9.71	2nd sem 2020-2021 (4.89) MMB: TREC 206, TREC 208, TREC 299; EDE: BIOL 205/TREC 205, KJGL: BIOL 205/TREC 205 JOP: TREC 208	5	5	5	5	2nd sem 2020-2021 (Mar 2021-Jul 2021): EDE - 1.53 MMB - 1.00 JOP - 0.83 KJGL - 1.53	2%

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				% Accomplishment	Details of Accomplishments	Q	E	T	A		
					1st sem 2021-2022 (7.82) EDE:TREC 209,TREC 205 MMB:TREC 209, TREC 299 JOP:TREC 209 KJGL:TREC 205					1st sem 2021-2022 (Aug.-Dec. 2021): EDE – 0.69+1.25=1.94 MMB –0.69+0.25=0.94 JOP-0.69 KJGL – 1.25	
	Number of INC and deferred grades submitted within prescribed period	MMB	-		MMB: TREC 299					TREC 299 (Katangkatang)	
	PI 5: Percentage increase in number of graduate students enrolled*	EDE	3%	43%	Old students: Tulin, Fernandez, Hijada, Katangkatang, Albarico, Isaac, Latoreno, Gundemaro, Florentino, Claveti, Villaceran, Velasco, Mayo, Collander New students: 2nd Sem 2020-2021 (Hayahay) 1st Sem 2021-2022 (Jose, Madera, Oquias, Esasinas, Sultan)	4	4	4	4	Second sem, SY 2020-2021 (1 new student enrolled in July 2021 (7%)) First sem, SY 2021-2022 (5 new students) officially enrolled in Aug. 2021 (36%)	2%
	PI 6: Percentage increase in number of students who graduated within prescribed period *	EDE	13%	40%	CHMercado, SJOcoy	4	4	4	4	Mercado graduated on July (1st sem, SY 2020-2021) and Ocoy graduated on September (2nd Sem, SY 2020-2021)	2%
	PI 7: Number of graduate students awarded with honors/distinction*										2%
	PI 8: Number of graduate students advised*										2%

MFO No.	Success/Performance Indicator (PI)	Units/Persons Responsible	Department Target	Actual Accomplishments		Rating				Remarks (Details of the targetted output indicators with**)	% weight
				% Accomplishment	Details of Accomplishments	Q	E	T	A		
	Number of graduate students advised as academic adviser	EDE, MMB, JOP	2	15	EDE: Sultan, Hijada, Jose MMB: Fernandez, Albarico, Latoreno, Mayo, Florentino, Loreto, Madera, Escasinas, Tulin JOP: Hayahay, Oquias, Gundemaro	5	5	5	5	Some of the academic advisers are affiliate faculty.	
	Number of students advised on thesis as GAC Chairman	EDE, MMB	1	6	EDE: Hijada, Latoreno MMB: Albarico, Isaac, Fernandez, Tulin	5	5	5	5		
	Number of students advised on thesis as GAC Member	MMB, JOP	2	7	MMB: Tuisen, Hijada; Bernaldez JOP: Fernandez, Tulin, Katangkatang, Albarico	5	5	5	5		
	Number of students entertained for consultation purposes	EDE, MMB, JOP	2	21	EDE: Sultan, Hijada, Jose, Latoreno MMB: Fernandez, Albarico, Tulin, Mayo, Florentino, Latoreno, Madera, Escasinas, Isaac, Hijada JOP: Hayahay, Oquias, Gundemaro, Fernandez, Katangkatang, Albarico, Tulin	5	5	5	5		
	PI 9: Number of instructional materials developed*										
	On-line ready courseware	EDE, MMB, JOP, KJGL	2	5	EDE: TREC 205; TREC 209 MMB: TREC 208, 209 Lec, TREC 299, TREC 206 JOP: TREC 209, TREC 208 Lab KGL: TREC 205	5	5	5	5		
	Flexible instructional materials	EDE, MMB, JOP, KJGL	2	5	EDE: TREC 205; TREC 209; MMB: TREC 208, 209 Lec, TREC 299, TREC 206 JOP: TREC 209, TREC 208 Lab KGL: TREC 205	5	5	5	5		
	Supplemental Learning Resources	EDE, MMB, JOP, KJGL	4	80	EDE (33): 8 ppt; 1 video clip; 3 recordings, 20 published articles, 1 paper critique MMB (30): 7 ppt; 20 references, 3 recordings	5	5	5	5		

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				% Accomplishment	Details of Accomplishments	Q	E	T	A		
					JOP (6): 2 ppt, 1 RISE evaluation tool, 1 GIS Learning Materials, 2 recordings KGL (11): 4 ppt, 2 video clip; 5 recording						
	Assessment tools	EDE, MMB, JOP, KJGL	2	15	EDE (5): term exam, analysis report, pre-recorded oral presentation, paper critique, pre-recorded PowerPoint presentation MMB (3): oral exam, poster, oral presentation JOP (2): analysis report, map lay-outing KJGL (5): term exam, analysis report, oral presentation, pre-recorded PowerPoint presentation, paper critique	5	5	5	5		
	PI 10: Number of virtual classrooms created and operationalized	EDE, MMB, JOP, KJGL	2	5	VSU E-Learning: TREC 209, TREC 208, TREC 205, TREC 299 Google classroom: TREC 206	5	5	5	5		
MFO 2: HIGHER EDUCATION SERVICES (50%)											
	PI 1. Percentage of first-time licensure exam takers that pass the licensure exams*									No board exam for BSES/BSEM program	7.5%
	PI 2. Percentage of graduates (2 years prior) that are employed*	EDE	10%	100%	SY 2018-2019 - 11 graduates (BSEM) SY 2019-2020 - 2 graduates (BSEM)	4	4	4	4	BSES is still on their senior level (1 st Sem)	2.5%
	PI 3. Percentage of undergraduate student population enrolled in CHED-identified and RDC-identified priority programs*	EDE	80%	100%	1st Semester (2020-2021) - 99 Students 2nd Semester (2020-2021) - 89 Students 1st Semester (2021-2022) - 120 Students	4	4	4	4		2.5%

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				% Accomplishment	Details of Accomplishments	Q	E	T	A		
	PI 4. Percentage of undergraduate programs with accreditations*	EDE	100%	100%	BSEM (changed to BSES due to no CHED approved CMO) is accredited by AACUP (level 2), while BSES is a new program with COPC approved this October 29, 2021	4	4	4	4		2.5%
	PI 5: Total FTE, coordinated, implemented and monitored*										20%
	<i>Actual Faculty's FTE</i>	EDE, MMB, JOP, KJGL, ABO, and Part-time Instructors, GTA and Affiliate	5	280	Refer to actual faculty workload	5	5	5	5	EDE (4.2): Envi 114n - 22 (2.2) Envi 115n - 20 (2) MMB (22.2): Envi 116n (Lec) - 23 (3.45) AgEx 153 Lec&Lab)- 17 (4.25) Envi113n (Lec & Lab) - 38 (9.5) Envi121n (Lec & Lab) - 20 (5) JOP (18.05): Envi 110 (Lab) - 30 (4.5) Envi 116n (Lec) - 27 (2.7) Envi 119n (Lec & Lab) -20 (5) Envi 111n-39 (5.85) KJGL (70.8): Envi 11 - 222 (33.3) Envi 11e - 29 (4.35) Envi110 - 32 (4.8) Envi 111e Lec - 61 (15.25) Envi114n (Lab) -22 (3.3) Envi 116n - 23 (3.45) ABO (6.35): Envi 198 - 23	

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				% Accomplishment	Details of Accomplishments	Q	E	T	A		
										Envi116n (Lab) - 27 Part-Time Instructors, GTA and Affiliate: FJA: Envi11 - 199 (29.85); Envi115n (Lab) - 20 (3) LCC: Envi 11 - 217 (32.55) SB: Envi 11 - 185 (27.75) KLI: Envi 11 - 186 (27.9) JC: Envi 11 - 189 (28.35) KF: Envi 11 - 40 (6) GCF: Envi117 - 20 (3)	
	Number of grade sheets submitted within prescribed period	EDE, JOP, KJGL, ABO	5	75	EDE (5): Envi 200-3 grade sheets, Envi 114n, Envi115n MMB (2): Envi 116n Lec JOP (5): Envi 200, Envi 111n, Envi 116n (Lec), Envi 119, Envi 110 (Lab) KJGL (12): Envi 11 - 6 sections, Envi 200, Envi110, Envi 11e, Envi 111e, Envi 114n (Lab), Envi 116n (Lab) ABO (9): Envi 111e, Envi 11e, Envi 198, Envi 116n (Lab) Envi 11 - 3 sections, Envi 200 Part-timer Instructors & GTA: 39 Affiliate Faculty: 3	5	5	5	5	EDE - 5 MMB - 2 JOP - 5 KJGL - 12 ABO - 9 (Part-timer Instructors & GTA) FJA - 7 LCC - 8 SB - 8 KLI - 7 JC - 7 KF - 2 Affiliate Faculty (serving as BSEM Thesis Adviser) GFernandez, Jr. - 1 ESeriño -1 DMLumanao-1	

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				% Accomplishment	Details of Accomplishments	Q	E	T	A		
										(Grade sheets for 1 st Sem AY 2021-22 were to be submitted on or before Jan. 28, 2022, hence not counted for this accomplishment)	
	Number of INC and deferred grade submitted within prescribed period	JOP, ABO	3	46	EDE: Envi 124- 3 students JOP: Envi 110- 10 students ABO: Envi 110-14 students (Part-time Instructors: Fernandez -2; Auguis- 6 GTA: Florentino – 2) KJGL: Envi 11- 6 students Envi110-3 students	5	5	5	5		
	Number of trainings attended related to instruction	EDE, MMB, JOP, KJGL, ABO	1	3	Mandatory Orientation and Re-Orientatation of Academic Advisers, Department Enrolment Focal Persons, and College Hotline Agents- July 21-22, 2021; Orientation on the Use of Google Sites and Shared Drive for RQAT Documentation on August 5, 2021; VSU EE Virtual Classroom Management (Onboarding on the Flexible Learning Modality) on Aug. 19, 20,23, 2021;	5	5	5	5		
	Number of long examinations/term exam administered and checked	EDE, MMB, JOP, KJGL, ABO	15	7,371	EDE: 2nd sem 2020-2021 Envi 114n (40) – 1 long exam for 20 students, 1 final exam for 20 students 1st sem 2021-2022 Envi 115n (60)- 2 long exams for 20 students, Midterm exam for 20 students MMB: 2nd sem 2020-2021 Envi 116n (54) - 1 long exam, 1 Final exam for 27 students; 1st sem 2021-2022 Envi 121n – 1 long exam, 1 Midterm Exam for 40 students; Envi 113n – 1	5	5	5	5		

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				% Accomplishment	Details of Accomplishments	Q	E	T	A		
					long exam and 1 Midterm exam for 94 students; AgEx 153 – 1 long exam and 1 midterm exam for 34 students JOP: 2 nd sem 2020-2021 Envi 110 – 1 long exam and 1 final exam for 64 students; Envi 116n - 1 long exam and 1 final exam for 54 students 1 st sem 2021-2022 Envi 111n - 2 long exams for 78, 2 term exams for 78 students, Envi 119n – 1 midterm exam for 20 students KJGL: 2 nd sem 2020-2021 Envi 11 - 2 long exam for 222 students ,1 final exam for 222 students; Envi 110- 1 long exam for 32 students, 1 final for 32 students; Envi 114n (Lab) – 1 long exam for 22 students; Envi 116n (Lab) – 1 long exam for 23 students 1 st sem 2021-2022 Envi111e – 2 long exams and 2 term exams for 116 students; Envi 11e - 2 long exam and 2 term exams for 244 students ABO: 2 nd sem 2020-2021 Envi 116n - futures triangle for 27 students, scenario development for 27 students, back casting for 27 students, presentation of 27 students Envi 198- 2 outputs for 23 students (Part-time Instructors: 2 nd sem 2020-2021 (Part-time Instructors: Oraño: 140; Fernandez:144; Bayron: 184; Amestoso: 167 GTA: Florentino: 28) 1 st sem 2021-2022						

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				% Accomplishment	Details of Accomplishments	Q	E	T	A		
					Amestoso (1035); Bernaldez (925); Ceniza (1085); Cruza (945); Isaac (930); GTA: Florentino: (200)						
	<i>Number of assessment (quizzes/e-tivity, write-up), learning task, motivation questions administered and checked</i>	EDE, MMB, JOP, KJGL, ABO	50	14,265	EDE: Envi 114n (22): 1 Learning Task; Envi 115n (160): 7 LTs & 1 Reaction Paper for 20 students MMB: Envi 116n (162) - 2 LT, 4 MQ for 27 students JOP: Envi 111n (546): 6 LTs, 4 Assessments & 4 quizzes for 39 students KJGL: Envi 11 (1,056) - 3 LT, 16 MQ for 222 students; Envi 110 (99) - 3 LT for 33 students; Envi 11e (174) - 6 LTs for 29 students; Envi 111e (244) - 4 LTs for 61 students ABO: Envi 111e (162) - 2 LT, 4 MQ for 27 students; Envi 11e (1,296) - 3 LT, 16 MQ for 27 students; Envi 11 (4,704) - 3 LT, 16 MQ for 98 students; Envi 198 (160) - 4 E-tivity, 2 Write-up for 20 students (Part-time Instructors: Oraño: 1,542; Fernandez: 1,746; Bayron: 1,740; Amestoso: 212; GTA: Florentino: 240)	5	5	5	5		
	<i>Number of lab reports and requirements checked and graded</i>	EDE, JOP, KJGL, ABO FJA (Part-time)	5	770	JOP: Envi 110 - 1 e-portfolio for 28 students; Envi 119n - 1 Lab Report for 20 students KJGL: Envi 114n (66) - 3 lab exercise for 22 students; Envi 116n (138) - 2 laboratory exercises & 4 reflection papers for 23 students; Envi 111e (122): 2 Lab reports for 61 students ABO: Envi 111e (54) - 1 lab exercise & 1 oral presentation for 27 students; Envi 116n (162) - 2 laboratory exercises & 4 reflection papers for 27 students	5	5	5	5		

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				% Accomplishment	Details of Accomplishments	Q	E	T	A		
					FJA: Envi115n (180) – 8 Lab Exercises & 1 Scientific presentation for 20 students						
	PI 8: Number of students advised: *										1%
	Number of students advised as Academic Adviser to students	EDE, MMB, JOP, KJGL, ABO	50	164	EDE: 26; MMB: 42; JOP: 55; KJGL: 35; ABO: 6	5	5	5	5	2nd Sem, SY 2020-2021 & 1st Sem SY 2021-2022	
	Number of students advised on thesis as Thesis Adviser	EDE, MMB, JOP, KJGL, ABO	5	20	EDE: SLMakiling, ABacus, VCabusas, JGualvez, ALumaad, LSalve, MMB: JAsombrado, DBillona, CCamarines, DCanabe, ADonaire, KJGL: KMaat, MMerafuentes, DNaldo, AYordan, ABO: JRLoayon, JPSanchez, JOP: OLee, AValida, KVeloso,	5	5	5	5	Affiliate faculty thesis advisers: HRM: MPepito; GCF: AGavan, KSantianes, JFlores; BPonce: MCinto, JMoralda, ESerino, JBaltazar; DMLumanao, CBendanillo	
	Number of students advised on thesis as SRC Chairman	EDE, MMB, JOP, KJGL, ABO	10	14	EDE: KMMaat, Naldo, Yordan, Santianez, Moralda MMB: KMVeloso, Gavan, Valida, Flores, Lee JOP: JRMLoayon, Billona, SLMakiling, CMBendanillo, KJGL- Camarines, Donaie	5	5	5	5	The SRC chairman of other BSEM students are affiliate faculty.	
	Number of students advised on thesis as SRC Member	EDE, MMB, JOP, KJGL, ABO	10	16	EDE: CBendanillo, MMB: Cinto, JOP: JBaltazar, JAMFlores, KMMaat, Moralda, Santianez, Camarines, Donaie KJGL: Asombrado, Valida ABO: KMVeloso, SLMakiling	5	5	5	5	The SRC member of other BSEM students are affiliate faculty.	
	No. of approved manuscript submitted within prescribed period	EDE, MMB, JOP, KJGL, ABO	-							The university did not allow graduating students to conduct their thesis due to pandemic.	1%

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	<i>On consultation</i>	EDE, MMB, JOP, KJGL, ABO	10	849	EDE: 58; MMB: 109; JOP: 131; KJGL: 397; ABO: 154	5	5	5	5		0.5%
	PI 9: Number of student organizations advised/assisted*										
	<i>Student organizations advised</i>	KJGL	1	1	Helpers of Outreaching Mother Earth's Stability (HOMES)	4	4	4	4		1.25%
	<i>Student organizations assisted on student related activities</i>	KJGL	1	1	On-line Phil. Association for Environmental Science Students (PAES)	4	5	5	4.67	HOMES did not have any activities due to the pandemic	1.25%
	PI 10: Number of instructional materials developed*										10%
	<i>On-line ready courseware</i>	EDE, MMB, JOP, KJGL, ABO	1	14	Envi 11, Envi 11e, Envi 111e, Envi 111n, Envi 110, Envi 116n, Envi 114n, Envi 115n, Envi 198, Envi 117n, Envi 121n, Envi 119n, Envi 113n, AgEx 153	4	5	5	4.67		
	<i>Flexible instructional materials</i>	EDE, MMB, JOP, KJGL, ABO	2	3	Envi 11, Envi 111e, Envi 111n,	5	5	5	5	Updated every academic year	
	<i>Supplemental Learning Resources</i>	EDE, MMB, JOP, KJGL, ABO Part-time: FJA	5	129	EDE (35): Envi 114n - 1 ppt, 14 recorded lecture & 1 Video clip (embedded in the lecture); Envi115n - 2 ppt, 14 recorded lectures, 1 pre-recorded lecture, 1 video film; Envi 111e - 1 ppt MMB (31): Envi 121n - 5 ppt & 4 recorded lectures; Envi 113n - 7 ppt & 6 recorded lectures; AgEX 153 - 5 ppt & 4 recorded lectures JOP (11): Envi 111n - 4 ppt, 2 recordings; Envi 119n - 2 ppt, 3 recordings	5	5	5	5		

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					KJGL (27): Envi 116n - 1 ppt; Envi 11 - 3 ppt; Envi 110 - 3 ppt; Envi 114n - 2 recordings; Envi 11e - 6 ppt; Envi 111e - 6 ppts & 6 recordings ABO (14): Envi 116n - 4 ppt, Envi 198 - 2 ppt; Envi 111e - 2 ppt; Envi 11e - 3 ppt; Envi 11 - 3 ppt FJA (11): Envi115n (Lab) -- 9 recorded lectures, 2 pre-recorded lectures						
	Assessment tools	EDE, MMB, JOP, KJGL, ABO	2	50	EDE (8): Envi 114n: Long Exam, LT, term exam, MQ; Envi 115n (Lec): LT, Oral Report, LE, Term Exam, Reaction Paper MMB (7): Envi 116n; Envi 121n; Envi 113n - Long and Term Exams; AgEx 153 - Long and Term Exams JOP (5): Envi 111n - Long and term exam, quiz; Envi 119n - Long & Term Exams KJGL (15): Envi 116n - term exam, oral presentation, reflection paper; Envi 11 - Long exam, term exam, MQ, LT; Envi 110-LT, Long Exam and term exam, presentation; Envi 11e - Long and Term Exams; Envi 111e - Long & Term Exams and Oral presentation ABO (15): Envi 116n - term exam, oral presentation, reflection paper; Envi 111e - oral exam, video presentation; Envi 11e - Long exam, term exam, MQ, LT; Envi 11 - Long exam, term exam, MQ, LT; Envi 198 - e-tivity; write-up	5	5	5	5		
	PI 11: Number of virtual classrooms created and operationalized	EDE, MMB, JOP, KJGL, ABO	1	12	Envi 11, Envi 11e, Envi 111e, Envi 111n, Envi 110, Envi 116n, Envi 114n, Envi 115n, Envi 198, Envi 113n, Envi 119n, Envi 121n AgEx 153 (Google Classroom)	5	5	5	5		

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				% Accomplishment	Details of Accomplishments	Q	E	T	A		
	PI 12: Additional Outputs										
	Number of on-line course were reviewed by TRP & edited by MMDC editor	EDE, MMB, JOP, KJGL, ABO	1	12	Envi 11, Envi 11e, Envi 111e, Envi 111n, Envi 110, Envi 116, Envi 114n, Envi 115n, Envi 198, Envi 119n, Envi 121n, Envi 113n	5	5	5	5		
MFO 3: RESEARCH SERVICES (10%)											
	PI 1. Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries*	EDE, MMB, JOP, KJGL, ABO, HRM	1	2	EDE/HRM: CRM "Artificial reef" (LGU); MMB: Rainforestation and Nursery (KALAH-CIDSS and EDC)	5	5	5	5		2%
	PI 2. Number of research outputs completed within the year*	EDE, MMB, JOP, KJGL, ABO	1	research continuing	EDE: CHED Research Program: Seagrasses and Seaweeds of Camotes and Cuatro Islands; Assessment of Marine Protected Areas in Camotes and Cuatro Islands; Biodiversity of Marine Flora and Fauna in Artificial Reefs of Baybay City and Selected Municipalities of the 5th District of Leyte; Species Composition, Abundance and Succession of Seaweeds and Seagrasses in Artificial and Natural Reefs MMB: Development of a Rainforestation Research Capability to Scale-Up Forest Restoration Initiatives in Climate Change Vulnerable Marginal Uplands in Inopacan, Leyte; Effect of Nutrient Management on the Survival and Growth Performance of Mycorrhizal-Infected Dipterocarp Seedlings Planted in Marginal Upland of Inopacan. Leyte;	4	5	5	4.67		2%

MFO No.	Success/Performance Indicator (PI)	Units/Persons Responsible	Department Target	Actual Accomplishments		Rating				Remarks (Details of the targetted output indicators with**)	% weight
				% Accomplishment	Details of Accomplishments	Q	E	T	A		
					Assessment and monitoring of RF demo farm adopter's sites JOP: Species Combination-Site Condition Matching of Early Successional Species KJGL: Ecological Assessment and Conservation of <i>Aquilaria malaccensis</i> Through Sustainable Agarwood Production in Leyte and Biliran Islands, Philippines (EcoSAP) ABO: Effect of Leaf litter Addition on Soil Organic Carbon and Growth Performance of Early Successional Species Planted on the Marginal Uplands of Sitio Batuan, Brgy. Linao, Inopacan, Leyte						
	PI 3. Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%)*										
	<i>In refereed int'l journals</i>										1.50%
	<i>In refereed national/regional journals</i>	MMB, KJGL, JOP	1	4	TK, BF, MK, ID, HS, EET, SN, <u>MMB</u> , <u>LK</u> : <i>In Vitro</i> Selective Antibacterial and Antiproliferative Effects of Ethanolic Extracts from Cambodian and Philippine Plants Used in Folk Medicine for Diarrhea Treatment <u>KNF, MMB</u> : Growth Performance of <i>Trema orientalis</i> L. (Blume) Ulm. Seedlings in Response to Mineral Nutrient Omission	5	5	5	5	Published in Frontiers in Pharmacology on November 26, 2021 DOI: 10.3389/fphar.2021.746808 International Journal on Environment and Rural Development (A notice of acceptance was received in July 16, 2021 however	0.50%

MFO No.	Success/Performance Indicator (PI)	Units/Persons Responsible	Department Target	Actual Accomplishments		Rating				Remarks (Details of the targetted output indicators with**)	% weight
				% Accomplishment	Details of Accomplishments	Q	E	T	A		
					<p><u>LCC, JOP, SBL, MMB</u>: Conservation and Ecological Threats of Agarwood (<i>Aquilaria</i> sp.) on Leyte Island, Philippines</p> <p><u>KJGL, MJCC, JOP, DPP, LPL</u>: Assessment of Insect Damage and Growth Performance of Dipterocarps Planted at Rainforestation Demonstration Farm at VSU, Baybay City, Leyte</p> <p><u>EPBT, HAP, GCF</u>: Instilling Environmental Consciousness through an Environmental Jamboree: The Experiences of Senior High School Students and Youth Leaders</p>					<p>publication of the article will be in the first quarter of 2022)</p> <p>International Journal on Environment and Rural Development (A notice of acceptance was received in July 16,2021 however publication of the article will be in the first quarter of 2022)</p> <p>International Journal on Environment and Rural Development (A notice of acceptance was received in July 09,2021 however publication of the article will be in the first quarter of 2022).</p> <p>Science and Humanities Journal: Volume 14; 83-95 (2020) DOI: https://doi.org/10.47773/shj.1998.141.6</p>	
	PI 4. Number of research outputs presented in regional/national/int'l. fora/conferences*										
	<i>In int'l fora/conferences</i>	MMB, KJGL	1	5	Philippine Native Plants Conservation Society Inc. 6th International Symposium: Saving the Plants that Save Us: Conservation of Native Flora Amidst Calamities (ONLINE)	5	5	5	5	<u>KNF, RBA, JOP, MMB</u> : Morphological and Physiological Performance of Early Successional Tree	1.50%

MFO No.	Success/Performance Indicator (PI)	Units/Persons Responsible	Department Target	Actual Accomplishments		Rating				Remarks (Details of the targetted output indicators with**)	% weight
				% Accomplishment	Details of Accomplishments	Q	E	T	A		
										<p>Species Seedlings in Response to Mineral Nutrient Omission</p> <p>Mineral Nutrient Omission</p> <p>JDE, <u>KJGL</u>, MJCC, MCAM, <u>KDG</u>, <u>LPL</u>: Insects Associated with Aquilaria spp. in the wild- their importance in sustainable agarwood production</p> <p>JOP, <u>SJMC</u>, <u>ABO</u>, <u>OB</u>, RMFO, <u>KNF</u>, <u>FMA</u>, <u>VAE</u>, EPM, GCF, <u>MMB</u>: A Glimpse of Hope: Distribution and Conservation Threats Assessment of Endangered Philippine Aquilaria in One of the Last remaining Lowland Dipterocarp Rainforest in Leyte Island</p> <p>GCF, <u>MMB</u>, EPM: Race Against Time: Saving the Endangered Aquilaria Tree Species from Extinction in One of Leyte's Remaining Dipterocarp Rainforest</p> <p><u>SJMC</u>, <u>MMB</u>: Socio-ecological Analysis of Forest Landscape Restoration and Conservation: The</p>	

MFO No.	Success/Performance Indicator (PI)	Units/Persons Responsible	Department Target	Actual Accomplishments		Rating				Remarks (Details of the targetted output indicators with**)	% weight
				% Accomplishment	Details of Accomplishments	Q	E	T	A		
										Case of Cienda- San Vicente Farmers Association	
	In national/regional fora/conferences	EDE, MMB, JOP, KJGL, ABO	1	6	National Conference on Agriculture, Fisheries and Forestry (Northeastern Mindanao State University) (ONLINE)	5	5	5	5	<u>MMB, JOP, ABO, GCF, EBS:</u> Development of a Climate- Smart Agroecological Production System and Forest Restoration Initiatives of KALAHI-CIDSS Program in Cabucgayan Biliran <u>KJGL, JOP, ABO, LPL, KDG, MMB:</u> Capability Building of the marginalized Farmers Vulnerable to Climate Change and On- Farm Induced Disasters: The Case of Yolanda Rehabilitation and Reconstruction Program of the Visayas State University <u>JOP, MMB, VBA, BS, MDC, RM:</u> Productivity and Sustainability of Coconut Production and Husk Utilization in the Philippines: Productivity and Socio-Economic Characteristics of Coconut Farmers <u>GCF, MMB:</u> Multiparty Rainforestation Adaptation as a	0.50%

MFO No.	Success/Performance Indicator (PI)	Units/Persons Responsible	Department Target	Actual Accomplishments		Rating				Remarks (Details of the targetted output indicators with**)	% weight
				% Accomplishment	Details of Accomplishments	Q	E	T	A		
										Pathway for Forest Landscape Restoration and Conservation: The Pilar, Camotes, Cebu Experience <u>ABO, JOP, FMA, KJGL, LPL, PPM, MJCC, SJMC, LKQC, HTC, VAE, JDN, MMB</u> : Mainstreaming Rainforestation Technology in the Philippines <u>SJMC, VAE, DJN, AOC, KJGL, ABO, JOP, KDG, OBB, RMFO, LPL, FMA, MMB</u> : School on the Air Radio Program Modality on Rainforestation Farming Training in Response to Face-To-Face Restrictions Due to the COVID-19 Pandemic	
	PI 5. Percent of research proposals approved*	EDE, MMB, JOP, KJGL, ABO	50%	100%	EDE: Capacity Building Activities of Personnel and the Stakeholders Engaged in Environmental Protection and Disaster Management (Study 3); VSU funded (AR's), Research Project Proposal funded by industry (PASAR) MMB: Ecological Assessment and Conservation of <i>Aquilaria malaccensis</i> Through Sustainable Agarwood Production in Leyte and Biliran Islands, Philippines (ECoSAP); VSU funded Research, ELTI funded Research	5	5	5	5		0.5%

MFO No.	Success/Performance Indicator (PI)	Units/Persons Responsible	Department Target	Actual Accomplishments		Rating				Remarks (Details of the targetted output indicators with**)	% weight
				% Accomplishment	Details of Accomplishments	Q	E	T	A		
	PI 6. Additional outputs*	-	-	2	Best Research Paper Award (Forestry Track) on the research presented during the National Conference on Agriculture, Fisheries, and Forestry 2021 at Northeastern Mindanao State University from November 4-5, 2021 (ONLINE) Second Place: SJMC, VAE, DJN, AOC, KJGL, ABO, JOP, KDG, OBB, RMFO, LPL, FMA, MMB Third Place: ABO, JOP, FMA, KJGL, LPL, PPM, MJCC, SJMC, LKQC, HTC, VAE, JDN, MMB	5	5	5	5	School on the Air Radio Program Modality on Rainforestation Farming Training in Response to Face-To-Face Restrictions Due to the COVID-19 Pandemic Mainstreaming Rainforestation Technology in the Philippines	1.50%
	Number of journal articles/ scientific paper received and reviewed as peer-reviewer	MMB	1	1	MMB: Biodiversitas, Journal of Biological Diversity: The Habitat Distribution of Native Trees in Cebu Island Key Biodiversity Areas: Indicator for Species- Site Suitability in Local Reforestation Programs	5	5	5	5		
	Active research collaborative partnership with Palompon Institute of Technology (PIT)	EDE, HRM	-	1	CHED DARE, TO Project (on-going)	5	5	5	5		
MFO 4: EXTENSION SERVICES (10%)											
	PI 1. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities *	EDE, MMB, JOP, KJGL, ABO	5	30	Terrestrial Ecosystems Division: EDC, LGU (Barugo, Alangalang, Sta Fe, San Miguel, San Isidro, Calubian, Villaba, Tabango, Leyte, Abuyog, Biliran, Cabucgayan, Caibiran, Culaba, Naval, Kawayan, Almeria, Javier, Mahaplag), KALAHI-CIDDS DSWD, RISE, and Life-Giving Forest Foundation, Carigara Water District Aquatic Ecosystems Division: PASAR, DA-BFAR, DENR, LGU 5th	5	5	5	5		2.0%

MFO No.	Success/Performance Indicator (PI)	Units/Persons Responsible	Department Target	Actual Accomplishments		Rating				Remarks (Details of the targetted output indicators with**)	% weight
				% Accomplishment	Details of Accomplishments	Q	E	T	A		
					District of Leyte VSU Internationalization Program: LGU (Abuyog, Baybay)						
	PI 2. Number of trainees weighted by the length of training*	EDE, MMB, JOP, KJGL, ABO	25	30	Webinar: Integrating Rainforestation Farming to Promote Sustainable Agarwood Production in the Philippines on July 26-28, 2021. Sponsored by Environmental Leadership and Training Initiative and Visayas State University	5	5	5	5	The training was attended by Aquilaria entrepreneurs and land owners from Ormoc City, Tacloban City, and Jaro, Leyte	2%
	PI 3. Number of extension programs organized and supported consistent with the SUC's mandated and priority programs*	EDE, MMB, JOP, KJGL, ABO	2	10	Rainforestation Adopters Farm Cross visits in Barangay Kambonggan and Marcos on August 07, 2021 by the participants of the Integrating Rainforestation Farming to Promote Sustainable Agarwood Production in the Philippines; Closing Program of School on the Air (SOA) on Rainforestation Farming DYBK-FM (Rainforestation Farming: <i>Maluntarung Pamaagi sa Pagpalambo sa Kita, Abunda'ng Pagkaon ug Maminosan ang Epekto sa Pagkausab sa Klima</i>) in the municipalities of Mahaplag, Abuyog and Javier, Leyte Coastal Resource Management; Monitoring of Marine Flora and Fauna in the Vicinity of PASAR, Isabel, Leyte; Community consultation on Ecological and Conservation on Sustainable Agarwood Production (ECo-SAP);	5	5	5	5	Extension projects are designed for 1 year implementation and monitoring The closing program was postponed several times due to spike in COVID 19 infection in the municipalities of Mahaplag, Abuyog and Javier which lead to the cancellation and postponement of the activity in obedience of the policies set by the local and national IATF.	2%

MFO No.	Success/Performance Indicator (PI)	Units/Persons Responsible	Department Target	Actual Accomplishments		Rating				Remarks (Details of the targetted output indicators with**)	% weight
				% Accomplishment	Details of Accomplishments	Q	E	T	A		
	PI 4. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance*	EDE, MMB, JOP, KJGL, ABO	80%	100%	Integrating Rainforestation Farming to Promote Sustainable Agarwood Production in the Philippines on July 26-28, 2021. Sponsored by Environmental Leadership and Training Initiative and Visayas State University	5	5	4	4.67		1%
	PI 5. Number of technical/ expert services*										1%
	<i>Research Mentoring</i>	MMB, EDE	2	16	Terrestrial Ecosystems Division: Faculty: JOPogosa, ABOrias, KJGLongatang Research Assistants/ Aides: KGundemaro, VEscasinas, PLongatang, FAlmeroda, RMOquias, KFlorencio, OBaldos; Aquatic Ecosystems Division: Research Assistants/Aide: KAlkuino, EEstallo, OCapin, JFAmestoso, JC Cabugwasoh, ISosmena	5	5	5	5		
	<i>Peer reviewers/ Panelists</i>	MMB	1	1	Biodiversitas, Journal of Biological Diversity:	5	5	5	5	Peer reviewer	
	<i>Resource Persons</i>	MMB, JOP, KJGL, SJMC, ABO	5	6	KJGL: Philippine Biodiversity and Ecosystem Services SJMC: Understanding the Origin, Biogeography, and the Science of Agarwood ABO: Rainforestation Farming JOP: Geospatial Tools in Farm Establishment and Monitoring, Nursery Establishment MMB: Climate- Smart Agroecological Farm Management SJMC: Free ELTI Webinar: Agroforestry and On- Farm Restoration Practices	5	5	5	5	Integrating Rainforestation Farming to Promote Sustainable Agarwood Production in the Philippines on July 26-28, 2021. Sponsored by Environmental Leadership and Training Initiative and Visayas State University	

MFO No.	Success/Performance Indicator (PI)	Units/Persons Responsible	Department Target	Actual Accomplishments		Rating				Remarks (Details of the targetted output indicators with**)	% weight
				% Accomplishment	Details of Accomplishments	Q	E	T	A		
					Panel Discussion – Writing the Forest Online Workshop (Nov. 26, 2021)						
	Convenor/Organizer	SJMC, MMB, JOP, KJGL, ABO	1	3	Closing Program of School-in-the-Air; Integrating Rainforestation Farming to Promote Sustainable Agarwood Production in the Philippines, Agroforestry and On- Farm Restoration Practices	5	5	5	5	The activities were sponsored by Environmental Leadership and Training Initiative in collaboration with the Institute of Tropical Ecology and Environmental Management	
	PI 8. Percent of extension proposals approved*	EDE, MMB, JOP, KJGL, ABO, HRM	50%	100%	EDE: Integrated Coastal Resource Management NRM CRM 015; Upgrading of Tilapia and Freshwater Prawn Hatchery Facilities and Capacity Building to Enhance Tilapia Production and Distribution at the Visayas State University	5	4	5	4.67	MMB: Development of a Rainforestation Research and Training Site to Scale-up Forest Restoration initiatives in Climate Change Vulnerable Marginal Uplands in Inopacan, Leyte (3 studies) NRM P1719-3; Mainstreaming Rainforestation to Technology and Monitoring of RF Adapter's Farm NR TSP 016; Natural Resources Management-based Extension Project (VSU Nature park) Phase II: Development Physical Land-Use and Resource Map and Empowerment of Local Stakeholders through Capability Building (Nature Park);	

MFO No.	Success/Performance Indicator (PI)	Units/Persons Responsible	Department Target	Actual Accomplishments		Rating				Remarks (Details of the targetted output indicators with**)	% weight
				% Accomplishment	Details of Accomplishments	Q	E	T	A		
										Development of Province Wide Learning Site on Sustainable Agriculture and Natural Resources Management and Assessment of Community People's Perception Towards the Rainforestation KALAHI-CIDSS Program in Cabucgayan, Biliran	
											1.5%
	PI 11. Additional outputs*										
	Other outputs implementing the new normal due to covid 19	EDE, MMB, JOP, KJGL, ABO	1	2	Development of materials for on-line training on Rainforestation; Conduct of webinar	4	4	4	4		
	Attendance to webinar meeting	EDE	-	3	Attendance to webinar DENR-CIPLS-PAMB meeting as academe PAMB representative (Oct. 5 & Dec. 3, 2021 and TWG-PAMB Meeting as Chairperson (Dec. 1, 2021)	5	5	5	5	1 Regular & 1 Special PAMB Meeting; 1 CIPLS-TWG-PAMB meeting	
MFO 5: SUPPORT TO OPERATIONS											
OVPI MFO 1. Faculty Development Services											
	PI 1. Number of faculty pursuing advanced research degree programs (PhD, MSc) facilitated, monitored and assisted*	EDE	1	1	Ms. A. Orias is on official study leave enrolled in MS in Environmental Science at UP Tacloban Campus	5	5	4	4	Concerned faculty has start her study leave on 1st sem, SY 2021-2022	0.625 %

MFO No.	Success/Performance Indicator (PI)	Units/Persons Responsible	Department Target	Actual Accomplishments		Rating				Remarks (Details of the targetted output indicators with**)	% weight
				% Accomplishment	Details of Accomplishments	Q	E	T	A		
	Attendance to trainings/seminars	All ITEEM Faculty	-	12	<p>EDE (2): CSC 2021 Service Excellence Summit for Leaders (SESL) on Sept. 9 – 10, 2021; Webinar on Ecotourism in Protected Areas Towards Green Recovery on Sept. 17 & 24 and Oct. 1, 2021.</p> <p>HRM (1): Back-to-Back Training Workshop on Research Proposal Writing and Scientific Paper Writing on Nov. 22-Dec. 6, 2021.</p> <p>MMB (2): Challenging the Change: Mitigating the Impact of Climate Change on Food Security and Livelihoods in the Philippines. Sponsored by World Food Program on November 12, 2021.</p> <p>"Advancing Automated Forest Restoration (AFR)" A Networking Mini-Workshop to Support Research Students and Early Career Scientists on September 04, 2021. (ONLINE). Supported by Chiang Mai University, Thailand</p> <p>JOP (2): Drone Flight Planning for Forest Photogrammetry (3D Models) on November 22, 2021.</p> <p>"Advancing Automated Forest Restoration (AFR)" A Networking Mini-Workshop to Support Research Students and Early Career Scientists on September 04, 2021. (ONLINE). Supported by Chiang Mai University, Thailand</p> <p>KJGL (5): Drone Flight Planning for Forest Photogrammetry (3D Models) on November 22, 2021.</p> <p>3rd International Conference on Integrated Natural Resources and Environment Management (INREM) on November 17, 2021.</p>	5	5	5	5		

MFO No.	Success/Performance Indicator (PI)	Units/Persons Responsible	Department Target	Actual Accomplishments		Rating				Remarks (Details of the targetted output indicators with**)	% weight
				% Accomplishment	Details of Accomplishments	Q	E	T	A		
					Policy Forum "Enhancing and Sustaining Stakeholders' Participation in Watershed Management" on October 13, 2021. Webinar on Marine Biodiversity in Verde Island Passage (VIP)- September 19, 2021 "Advancing Automated Forest Restoration (AFR)" A Networking Mini-Workshop to Support Research Students and Early Career Scientists on September 04, 2021. (ONLINE). Supported by Chiang Mai University, Thailand						
OVPI MFO 2. Faculty Recruitment/Hiring Services											
	PI 2. Number of faculty recruited/hired based on needed competencies and aligned with ISO standards*	EDE	1	5	Part-time instructors for the 1 st Sem. AY 2021- 2022	5	5	5	5	Conducted two (2) rounds teaching demo & screening of part-time applicants. The following were hired as part-time instructors: FJAmestoso, JCruza, LCCeniza, SBernaldez, KLIsaac,	0.125 %
OVPI MFO 3. Faculty Evaluation Services											
	PI 3. Number of seminars/ trainings/conventions/ workshops coordinated for entire university*	EDE	1	-						No F2F seminar/ convention allowed due to pandemic.	0.25%
	PI 4. Number of seminars/ trainings/conventions/ workshops coordinated outside of the university*	EDE, MMB, JOP, KJGL, ABO	1	-						No F2F seminar/ convention allowed due to pandemic.	0.25%

MFO No.	Success/Performance Indicator (PI)	Units/Persons Responsible	Department Target	Actual Accomplishments		Rating				Remarks (Details of the targetted output indicators with**)	% weight
				% Accomplishment	Details of Accomplishments	Q	E	T	A		
	PI 5. Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subjects evaluated*	EDE, MMB, JOP, KJGL, ABO	50%	100%		4	4	4	4	Result is based on the student's evaluation report for the 2 nd semester AY 2020 – 2021 received just this Jan. 18, 2022.	0.75%
	PI 6. Number of in-house seminars/ trainings/ workshops/reviews conducted*	EDE, MMB, JOP, HRM	-	8	<p>HRM (3): Upgrading Tilapia and Freshwater Hatchery Facilities and capacity Building to Enhance Tilapia Production and Distribution at the Visayas State University; Artificial Reef and CHED DARE TO Projects</p> <p>EDE (1): Integrated Coastal Resource Management</p> <p>MMB (3): Mainstreaming Rainforestation Technology in the Philippines and Long-Term Monitoring of RF Adopters Farm; Natural Resource Management-Based Extension Program (VSU Nature Park) Phase II: Empowerment of Local Stakeholders Through Capacity Building, Relocation Survey of VSU's Agricultural reservation and Development of Physical Land-use and Resource Map; Training on Climate Change and Disaster Risk Reduction and Management (YRRP)</p> <p>JOP (1): Development of Province Wide Learning Sites on Sustainable Agriculture and Natural Resources Management and Assessment of Community People's Perception Towards the Rainforestation KALAHI-CIDSS Program in Cabucgayan, Biliran</p>	5	5	5	5	Extension and Research Projects were presented in the annual RDE in- house review on August 31- September 03, 2021.	0.25%
	PI 7. Additional outputs*		-	-							0.25%

MFO No.	Success/Performance Indicator (PI)	Units/Persons Responsible	Department Target	Actual Accomplishments		Rating				Remarks (Details of the targetted output indicators with**)	% weight
				% Accomplishment	Details of Accomplishments	Q	E	T	A		
OVPI MFO 4. Program and Institutional Accreditation Services											
	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*	Director & all faculty & staff	zero non-conformity	zero non-conformity							2.50%
MFO 6: GENERAL ADMINISTRATION & SUPPORT SERVICES (GASS)											
	PI 1. Submission of Institute PPMP for the following year within deadline as prescribed by BAC*	EDE, EBG, CMB	submitted on time	submitted on time							1%
	PI 2. Zero percent complaint from clients served	Director & all faculty & staff	Zero % complaint	Zero % complaint							2%
	PI 3. Number of coaching sessions among faculty & staff**	EDE	3	8		5	5	5	5		
	PI 4. Number of planning sessions, tracking and monitoring of targets, etc. conducted to ensure attainment of department targets**	Director & all faculty & staff	3	8		5	5	5	5		

MFO No.	Success/Performance Indicator (PI)	Units/Persons Responsible	Department Target	Actual Accomplishments		Rating				Remarks (Details of the targetted output indicators with**)	% weight
				% Accomplishment	Details of Accomplishments	Q	E	T	A		
	PI 5. Number of monthly/special faculty & staff meetings conducted/attended**	Director & all faculty & staff	4	8		4	4	4	4		
	PI 6. Additional Outputs										2%
	<i>Attendance to various virtual and face-to-face meetings</i>	Director & all faculty & staff	5	45	EDE: A total of 44 meetings attended as Unit Head KJGL: Re- Orientation of Employees' Duties and Responsibilities and Good Customer Service (ONLINE) on September 23, 2021.	5	5	5	5	Please refer EDE IPCR July – December 2021 Accomplishments re Title of meetings.	
	<i>APB Representative</i>	EDE	-	1	Teaching Demo and Screening of Applicants (Regular and Part-time Instructors) of DBS on July 19, 2021.	4	5	5	4.67		
	<i>NAPB Representative</i>	EDE	-	1	Interview and Screening of Applicants for Admin Aide position on Aug. 11, 2021.	4	5	5	4.67		
	<i>Number of activities conducted/organized as committee members/ chairpersons in support to the attainment of the university's mission</i>	EDE, MMB, JOP, ABO, KJGL	-	3	Training on Integrating Rainforestation Farming to Promote Sustainable Agarwood Production in the Philippines; Cross site visits on Rainforestation Adopters Farm; Prepared and submitted the Waste Management Profile of the University	5	5	5	5	The training and cross site visits were designed on the conservation and sustainable utilization of Aquilaria which is in line on the University's mission on sustainable communities and environment.	
	<i>Designs administration/ management related activities and other outputs to implement new normal</i>	Director & all faculty & staff	-	1	All faculty & staff are required to report on skeletal workforces following OP Memo Circular # 101, s., 2021 and the IATF health protocol	5	5	5	5		

MFO No.	Success/Performance Indicator (PI)	Units/Persons Responsible	Department Target	Actual Accomplishments		Rating				Remarks (Details of the targetted output indicators with**)	% weight
				% Accomplishment	Details of Accomplishments	Q	E	T	A		
	Remote RQAT Evaluation	Director & all faculty & staff	-	1	Presented MS TREC Program for COPC application with CHED-R08 Technical Review Committee on Biology (Aug. 20, 2021)	5	5	5	5		
	Request for schedule of regular calibration of laboratory/field equipment	EDE	-	1	Submitted a request for schedule of regular calibration of laboratory/field equipment used for instruction/research and extension activities of the institute, addressed to the VP for Admin. and Finance, thru the Instrumentation Unit	5	5	5	5		
	Responding to the onslaught of the super typhoon Odette	Director & all faculty & staff	-	3	The following were facilitated and conducted: 1. Clearing operation at the ITEEM grounds on Dec. 20 – 23; 2. Relief distribution operation to Southern Leyte on Dec. 29 – 30; 3. Evaluation and assessment on the damages caused by the typhoon on the affected ITEEM faculty and staff; submitted a request (and was approved) for lumber from trees toppled down to aid the affected personnel, at least to defray some cost needed for the repairs.	5	5	5	5		
Total Over-all Rating						370 - 76					100%
Average Rating						4.81					
Adjectival Rating						Outstanding					

Received by:



DILBERTO O. FERRAREN

Planning Office

DATE 3 Feb 22

Calibrated by:



DANIEL LESLIE S. TAN

Chairman, PMT

DATE 1/27/22

Recommending Approval:



BEATRIZ S. BELONIAS

Vice Pres. for Instruction

DATE 1/26/22

Approved:



EDGARDO E. TULIN

President

DATE 1/27/22

*To indicate in the remarks column the details of the targetted outputs for easy review and calibration.

**No percentage weight for ranking purposes since these are activities only expected to be performed at the department level

Legend - Persons Responsible:

EDE (Eliza D. Espinosa); **MMB** (Marlito M. Bande); **JOP** (Jimmy O. Pogosa); **KJGL** (Kleer Jeann G. Longatang); **ABO** (Angelita B. Orias)
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