

08/11/2020
07/21/19



Renewable Energy Research Center
Visca, Baybay City, Leyte 6521-A, Philippines
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Email Address:
Website: www.vsu.edu.ph

OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

NOV 06 2019

I, ROBERTO C. GUARTE, Director of Renewable Energy Research Center, commits to deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period of January 1 - June 30, 2019.

Roberto C. Guarte
ROBERTO C. GUARTE
Director
Date: _____

Approved:
Othello B. Capuno
OTHELLO B. CAPUNO
VP Research and Extension
Date: _____

Personnel	Number	Status
Director	1	Permanent/Designated
Administrative Staff	1	Permanent
Skilled Worker	1	Job Order
Science Research Assistant	1	Job Order
Total	4	

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

MFO No.	MFO Description	Success/Performance Indicator (PI)	Units/Persons Responsible	Target	Actual Accomplishments		Rating				Remark
					Accomplishment as of December 2019	Details of Accomplishments	Quality	Efficiency	Timeliness	Average	
UMFO 1.	ADVANCED EDUCATION SERVICES										
UMFO 2.	HIGHER EDUCATION SERVICES										
UMFO 3.	RESEARCH SERVICES										
	PI 3. Number of research projects conducted and/or completed on schedule		RCG/JMG/SBM	4	4	4 on-going research studies conducted	5	5	5	5.00	Conducted Three (3) studies: Bioenergy, Evaporative Cooling, and Ram Pump plus one (1) Impact Evaluation Study on Solar Homelighting System (SHS) in four (4) Island Barangays in Leyte and So. Leyte

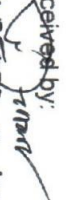
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MFO No.	MFO Description	Success/Performance Indicator (PI)	Units/Persons Responsible	Target	Actual Accomplishments		Rating				Remark
					Accom- plishment as of December 2019	Details of Accomplishments	Quality	Efficiency	Timeliness	Average	
		Number of IEC materials distributed	RERC Staff	50	300	Distributed at least 300 brochures to RERC visitors and during VSU anniversary	5	5	5	5.00	
		Number of posters presented during 2019 VSU anniversary exhibit	RCG/RERC Staff (group)	0	1	One (1) poster on displayed during the 2019 VSU anniv.	5	4	5	4.67	Poster Title: "Household Electrification Program for the Island and Hinterland Barangays in Leyte and So. Leyte"
	Total points						19.67				
UMFO 5. SUPPORT TO OPERATIONS (STO)											
	PI 5. Additional outputs										
	Number of new RE demo unit for educational purposes		RCG,RCR	0	1	Aquaponics System demo unit	5	5	5	5.00	On-going development of a functional aquaponics system for educational purposes
	Number of RE demo unit for educational purposes maintained		RCG,RCR,SBM	0	9	Nine (9) RE demo units at the RE Park	5	5	5	5.00	Solar Tunnel Dyer (1), Solar Greenhouse Dyer (2), Hydraulic Ram Pump (3), Solar Evaporative Cooling System (4), Aquaponics system (5), Solar Streetlight (6), Solar Home Lighting System (7), Hydroxy Gas Generator (8), Syngas Generator (9)
	Total points						10.00				
UMFO 6. GENERAL ADMINISTRATION & SUPPORT SERVICES											
	PI 1. Efficient and customer-friendly frontline service		RERC Staff	Zero complaint from clients	Zero complaint from clients	Served with courtesy and abruptness	5	5	5	5.00	Served with courtesy and abruptness
	PI 2. Number of frontline services monitored and ensured to be customer friendly and efficient		RCG	1	1	Supervised one (1) frontline service personnel	5	5	5	5.00	
	PI 3. Percentage implementation of SPMS		RERC Staff and Mgmt.	100%	100%	Implemented SPMS	5	5	5	5.00	
	PI 2. Additional Outputs										
	Number of RERC personnel supervised		RCG	1	3	Supervised 8 RERC personnel including JOS	5	5	5	5.00	1 Admn. Aide, 1 skilled worker, 1 SRA
	Number of documents reviewed/evaluated, signed, and approved		RCG/SBM	20	400	Attended and served more or less 400 documents	5	5	5	5.00	Attended and served administrative and financial documents of the Center

MFO No.	MFO Description	Success/Performance Indicator (PI)	Units/Persons Responsible	Target	Actual Accomplishments		Rating				Remark
					Accomplishment as of December 2019	Details of Accomplishments	Quality	Efficiency	Timeliness	Average	
	Number of committee meetings attended/facilitated		RCG/SBM	10	10	Attended committee meetings as presiding officer and as member	5	5	5	5.00	
	Number of faculty evaluation facilitated		SBM	1	1	Facilitated 2nd sem. faculty evaluation	5	5	5	5.00	Admin. Staff as TPES Evaluation Facilitator assigned at VLHS
	Number of documents photocopied/scanned		RERC Staff	50	300	Photocopied/ scanned at least 300 documents	5	5	5	5.00	
	Number of academic lecture/laboratory rooms maintained		RCG/SBM/RCR (group)	1	2	One (1) lecture and one (1) laboratory room	5	5	5	5.00	
	Area of lawn maintained (sq.m, approx.)		RCG/SBM/RCR (group)	975	975	Supervise maintenance RERC lawn	5	5	5	5.00	
	Number of office and laboratory & office equipment purchased		RCG/SBM/RCR (group)	20	68	Purchased various laboratory and office tools and equipment	5	5	5	5.00	40 pcs Office tools and equipment, 28 laboratory tools and glasswares
	Best practices/new initiatives:										
	Number of completed room renovation projects supervised		RCG/RCR (group)	1	1	RERC Storage Room	5	5	5	5.00	New storage room for office and laboratory supplies and materials
	Number of on-going renovation projects supervised		RCG/RCR (group)	1	1	RERC western fence	5	5	5	5.00	New concrete fence in lieu of the old rusty barbwire fence
Total Number of Entries							Total points				
Total Over-all Rating							119.67				
Average Rating							4.99				
Adjectival Rating							Outstanding				


*on per capita basis


**RCG - Dr. Roberto C. Guarte (Director and College Dean, CET) rated at OVPI, JMG - J.M.Guarte rated at DepStat, SBM - S.B.Milfoza rated at CET, RCR - R.C.Rebucas (JO), JAN - J.A.Niverba (JO)

Received by:

DULBERTO O. PERRAREN
 Planning Officer
 Date: _____

Calibrated by:

REMBERTO A. PATINDOL, Ph.D.
 Chairman, PMT
 Date: _____

Recommending Approval:

OTHELLO B. CAUNO, Ph.D.
 Vice President
 Date: _____

Approved:

FEDGARDO E. TULIN, Ph.D.
 President
 Date: _____