



VISAYAS
STATE UNIVERSITY

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

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009-296
08 FEB 2023

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 2022**.

ELIZA D. ESPINOSA
Director, ITEEM

DATE

1/6/23

DENNIS P. PEQUE
Dean, CFES

DATE



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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	-	50%		4	4	4	4	JOPogosa is scheduled for PhD program on Oct 2023.	
	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: Ecological Assessment and Conservation of <i>Aquilaria malaccensis</i> Through Sustainable Agarwood Production in Leyte and Biliran Islands, Philippines (EcoSAP) JOP: Ecological Assessment and Conservation of <i>Aquilaria malaccensis</i> Through Sustainable Agarwood Production in Leyte and Biliran Islands, Philippines (EcoSAP) KJGL: Ecological Assessment and Conservation of <i>Aquilaria malaccensis</i> Through Sustainable Agarwood Production in Leyte and Biliran Islands, Philippines (EcoSAP)	5	5	5	5	On-going researches	

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				% Accomplishment	Details of Accomplishments	Q	E	T	A		
	c. Producing technologies for commercialization or livelihood improvement	EDE, MMB	50.00%	100%	Propagation of native forest seedlings; Production of Tilapia fingerlings	4	4	4	4		
	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%	MSTREC (2nd Sem SY 2021-2022 and 1st Sem SY 2022-2023): F. Jose R. Clavite, Jr. P.J. Suarez P. Maguchu (Zimbabwe) K. Gundemaro M. Loreto K. Florentino L. Pelino P. Mayo R. Latoreno E. Katangkatang B. Collander	5	5	5	5		2%
	PI 2: Percentage of accredited graduate programs*	EDE	100.00%	100%	MSTREC is AACUP (Level 2) and RQAT (CHED National Technical Committee with COPC)	5	5	5	5	Waiting for Level III AACUP result for MSTREC	2%
	PI 3: Number of graduate degree specializations offered and monitored*	EDE	1	1	MSTREC	5	5	5	5		2%
	PI 4: Total FTE coordinated, implemented & monitored*	MMB, EDE, JOP, KJGL	-	23	2nd Sem 2021-2022 (5.57) MMB (Trec 208, 299); EDE (Trec/Biol 205); JOP (Trec 208); KJGL (Trec/Biol 205); HVO (Trec/Biol 205); VBA (Trec 207); GCF (Trec 206); HRM (Trec 208)	5	5	5	5	2nd Sem 2021-2022 EDE - 0.69 MMB - 0.69 JOP - 0.28 KJGL - 0.69 HVO - 0.69 VBA - 1.25 GCF - 1 HRM - 0.28	2%

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				% Accomplishment	Details of Accomplishments	Q	E	T	A		
					1st Sem 2022-2023 (17.43) MMB (Trec 209, 299); EDE (Trec 205, 209); JOP (Trec 209); KJGL (Trec 205); HVO (Trec 205)					1st Sem 2022-2023 EDE – 5.67 MMB – 1.92 JOP – 1.50 KJGL – 4.17 HVO – 4.17	
	Number of INC and deferred grades submitted within prescribed period	MMB	-	1	TREC 299	4	4	4	4		
	PI 5: Percentage increase in number of graduate students enrolled*	EDE	1.5%	64.9%	Old students: Katangkatang, Albarico, Isaac, Latoreno, Gundemaro, Florentino, Mayo New students: (46.15%) 2nd Sem 2021-2022: (Jose, Madera, Oquias, Escasinas, Maguchu, Collander) 1st Sem 2022-2023: (18.75%) (RYgot, MNierve, FAmestoso)	4	4	4	4	2nd Sem, SY 2021-2022 (6 new student enrolled in July 2022) 1st Sem, SY 2022-2023 (3 new students) officially enrolled in Aug. 2022	2%
	PI 6: Number of students who graduated within prescribed period *	EDE	1	1	GCFernandez	5	5	5	5		2%
	PI 7: Number of graduate students awarded with honors/distinction*		-	-							2%
	PI 8: Number of graduate students advised*										2%
	Number of graduate students advised as academic adviser	EDE, MMB, JOP, KJGL	-	16	MMB (Florentino, Latoreno, Tulin, Maguchu, Pelino & Mayo) EDE (Jose, Sultan, Amestoso, & Nierves) JOP (Clavite & Gundemaro) GCF (Loreto) HRM (Collander) RSC (Katangkatang) KJGL (Ygot)	5	5	5	5	Some of the academic advisers are affiliate faculty.	

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 students advised on thesis as GAC Chairman	EDE, MMB	-	13	EDE (Latoreno, Jose) MMB (Albarico, Isaac, Fernandez, Tulin, Florentino, Pelino & Gundemaro) GCF (Loreto & Clavite) HRM (Collander) RSC (Katangkatang)	5	5	5	5	Affiliate Faculty (GCF, HRM, RSC)	
	Number of students advised on thesis as GAC Member	MMB, JOP	1	10	MMB (Loreto, Latoreno & Clavite) JOP (Tulin, Katangkatang, Gundemaro) KJGL (Pelino, Gundemaro) AEP (Katangkatang) ABP (Pelino)	5	5	5	5	Affiliate faculty (AEP, ABP)	
	Number of students entertained for consultation purposes	EDE, MMB, JOP	-	57	MMB (16); EDE (10); JOP (9); KJGL (8); GCF (7); HRM (3); RSC (1); ABP (1); AEP (2)	5	5	5	5	All Academic and GAC Chair and members.	
	PI 9: Number of instructional materials developed*										
	On-line ready courseware	EDE, MMB, JOP, KJGL	-	11	EDE: TREC/Biol 205, 209; MMB: TREC 208, 209, 299; JOP: TREC 208, 209; KJGL: TREC/Biol 205; VBA: TREC 207; GCF: TREC 206; HRM: 208	5	5	5	5		
	Flexible instructional materials	EDE, MMB, JOP, KJGL	-	11	EDE: TREC/Biol 205, 209; MMB: TREC 208, 209, 299; JOP: TREC 208, 209; VBA: TREC 207; KJGL: TREC/Biol 205; GCF: TREC 206; HRM: 208	5	5	5	5		
	Supplemental Learning Resources	EDE, MMB, JOP, KJGL	2	26	MMB (3 PPT); EDE (5 PPT); JOP (3 PPT). KJGL (2 PPT; 1 Video Clip; 2 Recordings) 5); GCF (5 Reference Materials); HRM (5 PPT)	5	5	5	5		
	Assessment tools	EDE, MMB, JOP, KJGL	-	20	MMB (1 ppt, 1 oral exam, 1 sustainability analysis report); EDE (1 recorded ppt; 1 Paper Critique; 2 Published articles, 1 written exam); JOP (1 ppt, 1 oral exam, 1 sustainability analysis report); KJGL (1 Analysis report, 1 Ora presentation/exam & 1 Paper Critique, written exam); GCF (1 Oral presentation); HRM (1 Oral report, 1 Exam, 1 Vensim Report)	4	4	4	4	OPCR target is only 1 and already claimed on January to June 2022 accomplishment	

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 10: Number of virtual classrooms created and operationalized	EDE, MMB, JOP, KJGL, GCF, VBA, HRM	-	11	MMB (Trec 208, 209, 299); EDE (TREC/Biol 205, 209); JOP (Trec 208, 209); KJGL (Trec/Biol 205); VBA (Trec 207 GCF (Trec 206); HRM Trec 208)	5	5	5	5	OPCR target is only 2 and already claimed on January to June 2022 accomplishment	
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	5%	100%	BSEM Graduates (2)	5	5	5	5	M. Pacaldo and C. Cala	2.5%
	PI 3. Percentage of undergraduate student population enrolled in CHED-identified and RDC-identified priority programs*	EDE	40%	100%	BSEM and BSES Program	5	5	5	5		2.5%
	PI 4. Percentage of undergraduate programs with accreditations*	EDE	50 %	100%	BSEM to BSES AACCUP accreditation waiting for Level III result. BSES already granted with COPC.	5	5	5	5		2.5%
	PI 5: Total FTE, coordinated, implemented and monitored*										20%
	Actual Faculty's FTE	EDE, MMB, JOP, KJGL, ABO & (Part-time, GTA and Affiliate)	10	425.1	2 nd Semester 2021-2022 (199.85) Core Faculty: MMB (5.5); EDE (5); JOP (9). KJGL (23.5) Part-time Instructors: (156.85) FJA (35.9); LCC (35.9); KLI (37.05); JAC (33.45); KNF (5.55); PCM (9) 1 st Semester 2022-2023 (225.85) Core Faculty: MMB (22.35); EDE (7); JOP (11.35); KJGL (18.2)	5	5	5	5	Core Faculty: EDE (Envi 124, 115n); MMB (Envi 198, 116n, Envi 113n, Envi 121n); JOP (Envi 118n, 199, Envi111n,Envi 119n); KJGL (Envi 110, 114n, Envi 11e, Envi 111e) Part-time Instructors: FJA (Envi 11: 11.4; 110: 24.5) LCC (Envi 11: 13.65; 110: 22.5); KLI (Envi 11: 14.55; 110: 22.5); JAC (Envi	

MFO No.	Success/Performance Indicator (PI)	Units/Persons Responsible	Department Target	% Accomplishment	Actual Accomplishments					Rating	Remarks (Details of the targeted output indicators with**)	% weight
	Number of grade sheets submitted within prescribed period	EDE, JOP, KJGL	2	92	Core Faculty: (25) EDE (2;1); MMB (3; 4); JOP (3; 3); KJGL (5; 4) Part-time Instructors: (67) FJA (8); LCC (8;10); KLI (8); JAC (8); PCM (2) KNF (2); ACM (11); EMN (10)	4	4	4	4	4	Core Faculty: EDE (Envl 124, 115n); MMB (Envl 198, 116n; Envl 13n, Envl 121n); JOP (Envl 118n, 199; Envl111n,Envl 119n); KJGL (Envl 110, 114n; Envl 11e, Envl 111e) Part-time Instructors: FJA (Envl 11; 110); LCC (Envl 11; 110); KLI (Envl 11; 110); JAC (Envl 11; 110); KNF (Envl 11e); PCM (Envl 11); EMN (Envl 11); ACM (Envl 11)	
	Number of INC and deferred grade submitted within prescribed period	MMB, JOP, KJGL	-	15	MMB (4 deferred; 4 INC) KJGL (6 INC) JOP (1 INC)	4	4	4	4	4	MMB-Envl 198 KJGL- Envl 114, Envl 110 JOP-Envl 119n	
	Number of trainings attended related to instruction	EDE, MMB, JOP, KJGL	-	20	Core Faculty: EDE (4); MMB (1); JOP (1); KJGL (4) Part-time Instructors: LCC (2); EMN (2); KNF (2); PCM (2); ACM (2)	5	5	5	5	5	1. Mandatory Orientation and Re-Orientation of Academic Advisers, Department Enrolment Focal Persons, and College Hotline Agents- August 28, 2022; 2. VSU Faculty Onboarding "Padayon sa Panaghiusa VSU" 1 st semester AY 2022-2023; 3. VSU Newly-Hired Faculty Onboarding and Training Workshop on VSU-E-	

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				% Accomplishment	Details of Accomplishments	Q	E	T	A		
	Number of long examinations/term exam administered and checked	EDE, MMB, JOP, KUJL	7	6724	Core Faculty: 962 EDE (80; 64); MMB (67;134; 64); JOP (72; 48; 55); KUJL (368) Part-time Instructors: (6772) FJA (460); LCC (748; 686; 343); KLI (720); JAC (544); KNF (33; 120; 60); ACM (566; 268); EMN (536; 268); PCM (240; 120; 60)	5	5	5	5	Learning Environment September 8-9,2022; 4. The landscape of Blended Learning in New Normal December 09, 2022	
	Number of assessment (quizzes/e-tivity, write-up), learning task, motivation questions administered and checked	EDE, MMB, JOP, KUJL	25	10,667	Core faculty (1833) EDE (120; 160); MMB (272; 124); JOP (174); KUJL (528; 455) Part-time Instructors: (8834) FJA (651); LCC (902;1715); KLI (942); JAC (984); PCM (360; 300); KNF (300); ACM (1340); EMN (1340)	5	5	5	5	Core Faculty: EDE (Envi 124, 115n); MMB (Envi 198, 116n, Envi 113n, Envi 121n); JOP (Envi 118n, 199, Envi111n,Envi 119n); KUJL (Envi 110, 114n, Envi 11e, Envi 111e) Part-time Instructors: FJA (Envi 11; 110) LCC (Envi 11; 110); KLI (Envi 11; 110); JAC (Envi 11; 110); KNF (Envi 116n); PCM (Envi 11); EMN (Envi 11); ACM (Envi 11)	
	Number of lab reports and requirements checked and graded	EDE, JOP, KUJL	2	1,924	Core Faculty 568 EDE (60; 124); JOP (72) KUJL (312) Part-time Instructors: (1356)	4	4	4	4	Core Faculty: EDE (Envi 124, 115n); MMB (Envi 198, 116n, Envi 113n, Envi 121n); JOP (Envi 118n, 199, Envi111n,Envi 119n); KUJL (Envi 110, 114n, Envi 11e, Envi 111e) Part-time Instructors: FJA (Envi 11; 110) LCC (Envi 11; 110); KLI (Envi 11; 110); JAC (Envi 11; 110); KNF (Envi 116n); PCM (Envi 11); EMN (Envi 11); ACM (Envi 11)	

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				% Accomplishment	Details of Accomplishments	Q	E	T	A		
					FJA (508), LCC (246), KLI (190), JAC (259), KNF (153)					KJGL (Envi 110, 114n, Envi 11e, Envi 111e) Part-time instructors: FJA (Envi 11, 110) LCC (Envi 11, 110); KLI (Envi 11, 110); JAC (Envi 11, 110); KNF (Envi 116n);	
PI 8: Number of students advised: *	Number of students advised as Academic Adviser to students	EDE, MMB, JOP, KJGL	12	186	EDE (43); MMB (43); JOP (54); KJGL (46)	5	5	5	5		1%
	Number of students advised on thesis as Thesis Adviser	EDE, MMB, JOP, KJGL	-	36	EDE (6); MMB (6); JOP (3); KJGL (7.) Affiliate Faculty: GCF (3); BAP (2); RJD (4); Genotiva (1), Flandez (1), Peque (1), Pajares (1), Bellezas (1)	5	5	5	5	EDE (Cebuata, Lumaad, Moso, Patrick, Payot, Sake); MMB (Acuyong, De Dios, Into, Macale, Maruya, Butawan); JOP (Ongca, Oplehida, Requilito) KJGL (Abrillo, Canciller, Cuertes, Grati, Merafuentes, Montecillo, Sanchez); GCF (Jagonos, Lee, agpatoc); BAP (Cinto, Cosares); RJD (Castafas, Moraida, Pening, Loayon) AG (Autentico); DRF (Ceño); DPP (Cagoyong); GP (Agsoy); HB (Mades)	Target claimer on Jan-June accomplishments
	Number of students advised on thesis as SRC Chairman	EDE, MMB, JOP, KJGL, ABO	2	33	EDE: 4; MMB: 11; JOP: 7; KJGL: 1; GCF: 8; JCE: 1; ZAC: 1	5	5	5	5	The SRC chairman of other BSEM students are affiliate faculty. EDE (Mades, Merafuentes, Castafas, Moraida); MMB (Jagonos, Lee, Magpatoc, Ongca, Oplehida, Requilito,	

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					Details of Accomplishments		Q	E	T	A		
	Number of students advised on thesis as SRC Member	EDE, MMB, JOP, KJGL,	-	31	EDE: 1; MMB: 1; JOP: 14; KJGL: 12; RM: 1; RD: 1; ZAC: 1		5	5	5	5	<p>Abriilo, Canciller, Cuares, Grati, Montecillo, JOP (Cosares, Acuyong, De Dios, Into, Macale, Maruya, Sanchez); KJGL (Cagoyong) GCF (Agsoy, Autentico, Ceño, Cinto, Lapinig, Patricio, Pening, Loayon) JCE (Payot) ZAC (Moso)</p> <p>The SRC member of other BSEM students are affiliate faculty.</p> <p>EDE (Sanchez); MMB (Cinto); JOP (Merfuentes, Moraida, Agsoy, Lapinig, Loayon, Jagonos, Lee, Magpatoc, Abriilo, Canciller, Cuares, Grati, Montecillo, Cagoyong); KJGL (Patricio, Pening, Ongca, Oplehida, Requillo, Cosares, Acuyong, De Dios, Into, Macale, Maruya, Moso); RM (Mades); RD (Payot); ZAC (Castañas)</p>	Target claimed on Jan-June accomplishments
	No. of approved outline/ manuscript submitted within prescribed period	EDE, MMB, JOP, KJGL,	2	2	KJGL (1); RMD (1)		4	4	4	4	<p>BSEM old students KJGL (Merfuentes); RMD (Loayon)</p>	1%
	On consultation	EDE, MMB, JOP, KJGL	2	697	EDE (38, 31); MMB (84, 182); JOP (36, 55); KJGL (137, 137);		5	5	5	5	<p>Academic, Thesis, SRC Advisees, students under the subjects handled during the 2nd Sem (SY</p>	0.5%

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					Rating					A	
					Q	E	T				
	PI 9: Number of student organizations advised/assisted*										
	Student organizations advised	KJGL	-	1	CFES-SSC	S	S	S	S		1.25%
	Student organizations assisted on student related activities	KJGL	-	1	CFES-SSC	S	S	S	S		1.25%
	PI 10: Number of instructional materials developed*	KJGL									10%
	On-line ready courseware	EDE, MMB, JOP, KJGL	1	17	EDE (Envl 124, 115n): MMB (Envl 116n, 198n, 113,117); JOP (Envl 118n, 199, 119,111n), KJGL (Envl 11, 110, 114n, 11e, 111e); DML (Envl 112n): PDC (Envl 122n)	S	S	S	S		
	Flexible instructional materials	EDE, MMB, JOP, KJGL	1	17	EDE (Envl 124, 115n): MMB (Envl 116n, 198n, 113,121); JOP (Envl 118n, 199, 119,111n), KJGL (Envl 11, 110, 114n, 11e, 111e); DML (Envl 112n): PDC (Envl 122n)	S	S	S	S		
	Supplemental Learning Resources	EDE, MMB, JOP, KJGL	2	245	Core Faculty: 117 EDE (40) (Envl 124: 6 PPT, 19 Reading Materials, Envl 115n: 5 PPT, 10 References); MMB (34) (Envl 116n: 7 PPT, Envl 113n: 6 PPT, 11 References, Envl 121n: 4 PPT, 6 References); JOP (21) (Envl 118n & 199: 2 PPT, 5 Reading Materials, Envl 111n: 4 PPT, Envl 119n: 4 PPT, 6 References); KJGL (22) (Envl 110 & 114n: 7 PPT, 2 Recordings; 1 Video Clip, Envl 11e: 3 PPT, 3 recordings, Envl 111e: 2 PPT, 2 recordings; 2 reading materials) Part-time Instructors: 128 FJA (Envl 11 & 110: 10 ppt; 6 recordings) LCC (Envl 11 & 110: 10 ppt; 6 recordings) KLI (Envl 118 & 110:10 ppt; 6 recordings) JAC (Envl 11 & 110: 10 ppt; 6 recordings)	S	S	S	S	S	

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					Details of Accomplishments	Q	E	T	A		
					KNF (Envi 116n: 2 ppt); PCM (Envi 11: 6 ppt; 6 recordings) LCC (Envi 11:5 ppt, 5 recordings) ACM Envi 11 (5 ppt, 5 recordings) PCM Envi 11 (5 ppt, 5 recordings) ENM Envi 11 (5 ppt, 5 recordings) KNF Envi 11 (5 ppt, 5 recordings)						
	Assessment tools	EDE, MMB, JOP, KJGL	1	123	Core faculty (55) EDE (Envi 124: 1 Long Quiz; 2 Long Exams 2 Term Exams; 5 Learning Tasks; 2 Lab Exercises; 1 Oral Presentation, Envi 115: 1 long exam, midterm exam, 4 learning tasks); MMB (Envi 116n Quiz; Long Exam; 2 Term Exam; Reflection Paper, Envi 113n; long exam & quiz; Envi 121n; long exam & quiz); JOP (2 Long Exam; 2 Term Exam; 1 ppt; 1 Written Report; 1 Oral Presentation); KJGL (20) Envi 114n – long exam, term exam, oral presentation, reflection paper; Envi 110, long exam, term exam, e portfolio, 2 learning tasks, Envi 11e – long and term exams ,3 learning tasks; Envi 111e – long & term exams and 2 learning tasks, 2 lab reports Part-time Instructors: (68) FJA (4 Long Exam; 4 Term Exams; 2 ppt; 2 Learning Tasks; 1 Lab Exercise; 1 E-portfolio); LCC (4 Long Exam; 4 Term Exams; 2 ppt; 2 Learning Tasks; 1 Lab Exercise; 1 E-portfolio); KJL (4 Long Exam; 4 Term Exams; 2 ppt; 2 Learning Tasks; 1 Lab Exercise; 1 E-portfolio); JAC (4 Long Exam; 4 Term Exams; 2 ppt; 2 Learning Tasks; 1 Lab Exercises; 1 E-portfolio); KNF (1 Article Presentation; 1 Oral Presentation; 1 Term Exam; 1 Future Triangle; 1 Scenario Development; 1 Backcasting); PCM (2 Long Exam; 2 Term Exams; 1 ppt; 1 Learning Tasks)	5	5	5	5		

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					Details of Accomplishments	Q	E	T	A			
	PI 11: Number of virtual classrooms created and operationalized	EDE, MMB, JOP, KJGL, ABO	-	17	EDE (Env 124, 115n); MMB (Env 116n, 198n, 113, 121); JOP (Env 118n, 199, 119, 111n), KJGL (Env 11, 110, 114n, 11e, 111e); DML (Env 112n); PDC (Env 122n)	5	5	5	5	Target claimed on Jan to June accomplishments.		
	PI 12: Additional Outputs											
	Number of on-line course were reviewed by TRP & edited by MMDC editor	EDE, MMB, JOP, KJGL, ABO	1	17	EDE (Env 124, 115n); MMB (Env 116n, 198n, 113, 121); JOP (Env 118n, 199, 119, 111n), KJGL (Env 11, 110, 114n, 11e, 111e); DML (Env 112n); PDC (Env 122n)	5	5	5	5			
	Exchange Students				Ms. Ananya Singh, MS Student on Environmental Management from Yale University conducting collaborative research on Ecosystem-based Disaster Risk Reduction Guide Eco-DRR. Mr. Christopher Klapperich, PhD Student of Munich University working on Forest restoration initiatives in the Philippines with special reference on using native trees or reinforestation	5	5	5	5	Expected output is the formulation of Eco DRR guide Expected output is a peer reviewed publication on forest restoration.		
	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	-	5	TED: Rainfo and Nursery Establishment (KALAH-CIDDS and EDC) AED: CRM "Artificial Reefs" (LGUs 5th District); PASAR; GHD (Industries)	5	5	5	5	Ongoing research	2%	
PI 2. Number of research outputs completed within the year*	EDE, MMB, JOP, KJGL	-	Continuing research	EDE: Capacity Building of Personnel and the Stakeholders Engage in Environmental Protection and Disaster Management (Study 3); Assessment of Marine Protected Areas in Carnotes 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	5	5	5	5	Target claimed on Jan to June accomplishments.	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		
					MMB: Ecological Assessment and Conservation of <i>Aquilaria malaccensis</i> Through Sustainable Agarwood Production in Leyte and Biliran Islands, Philippines (EcoSAP) JOP: Ecology and Population Distribution Assessment of <i>A. malaccensis</i> in Leyte & Biliran Islands KJGL: Ecological Assessment and Conservation of <i>Aquilaria malaccensis</i> Through Sustainable Agarwood Production in Leyte and Biliran Islands, Philippines (EcoSAP)						
	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>	MMB, JOP	-	3	1. Agroforestry A primer. Design and management principles for people and the environment; from Principles to Practice published by Center for International Forestry Research (CIFOR); World Agroforestry (ICRAF), 2022-09 2. Soil greenhouse gas fluxes from tropical vegetable farms, using forest as a reference published by Springer Nature Nutr Cycl agroecosyst (2022) 124:59-79 3. From the Seas to the Mountains Published by ALETHEIA Printing and Publishing House Davao City, Philippines aletheiapublishing.com	4	4	4	4		1.50%
	<i>In refereed national/regional journals</i>	MMB, KJGL, JOP	-	-		5	5	5	5	Target claimed on Jan - June accompl.	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		
	PI 4. Number of research outputs presented in regional/national/int'l. fora/conferences*										
	<i>In int'l fora/conferences</i>	MMB, JOP, VBA	-	1	LCC- BS Thesis (Influence of Native Trees on Soil Fertility in the Rainforestation Site in Mailhi, Baybay City, Leyte, Philippines)	4	4	4	4		1.50%
	<i>In national/regional fora/conferences</i>	EDE, MMB, JOP, KJGL	1	3	CHED DARE TO Completed Research; Artificial Reef Monitoring-Ongoing Research; Mainstreaming Rainforestation	4	4	4	4	VSU-VICARP-RRDEN Regional Symposium Best RDE Paper Finalist - Research Category Best Poster Finalist - Research Category Outstanding RDE Paper - Extension Category Best RDE paper - Research Category	0.50%
	PI 5. Percent of research proposals approved*	EDE, MMB, JOP, KJGL, ABO	-	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	On-going research	0.5%
	PI 6. Additional outputs*										1.50%
	<i>Implementing the new normal due to covid 19</i>		-	14	TED: 1. Conduct tree planting activity for the BSES/BSEM graduating student in	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		
					<p>Kambonggan Baybay, Leyte on August 02, 2022.</p> <p>2. Assist in the site evaluation of Mainstreaming Rainforestation Project for Level II RDE in Biliran on September 28, 2022</p> <p>3. Present the establishment of proposed learning site during the regular SB Session at the LGU Bato, Leyte on October 10, 2022.</p> <p>4. Validate and Monitor RF sites using technology from RESTOR and BioAcoustic sensors and camera traps from October 19- November 13, 2022.</p> <p>5. Field assessment of Aqilaria sp for the Eco-SAP Project in Brgy. Pinamanagan Abuyog Leyte (November 30- Dec.07, 2022 and Dec.17-23,2022</p> <p>6. Farm establishment (tree planting on the Watershed restoration site in Bgy. Bago Bato Leyte) on December 27, 2022.</p> <p>7. Replacement of mortality on the existing RF site in Brgy. Kambonggan Baybay City, Leyte on December 29, 2022.</p> <p>8. Turn-over ceremony of VSU-NU Equipment to the Forestry and Ecological Modelling Laboratory on November 16-18, 2022.</p> <p>9. Five visiting professors (Prof Dr. Akira Yamauchi, Prof. Dr. Satoshi Ohkura, Prof. Dr. Sho Nakamura, Prof. Dr. Hiroyuki Hattori, Prof Dr. Michiko Nakagawa) from Nagoya University institutionalizing collaborative research on forest ecology and ecological modeling with Visayas State University through Institute of Tropical Ecology and Environmental Management</p> <p>10. Visiting professor (Prof. Dr. Petr Kuppech) from Mendel University</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		
					<p>Czech Republic exploring collaborative research on forest-related topics</p> <p>11. Dr. Peter of Life-Giving Forest (LGF) Foundation funding agency on tissue culture propagation of Aquilaria for PWD beneficiaries</p> <p>AED:</p> <p>1. Biodiversity Monitoring at Maasin City funded by GHD on August 28-29, 2022.</p> <p>2. PASAR Annual Bio-physical Assessment and Monitoring on December 8-10, 2022.</p> <p>3. Convergence of the Eco-friendly Schools program advocates in celebration of clean air month, environmental awareness month, and climate change consciousness week 2022 on November 24-25, 2022, in Palo Leyte.</p>						
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	-	40	<p>MMB (EDC, LGUs Barogo, Alang-Alang, Sta. Fe, San Miguel, San Isidro, Calobian, Villaba, Abuyog, Baybay); JOP (LGUs Tabango, Leyte, Abuyog, Biliran, Cabucgayan, Caibiran; KALAHI-CIDDS DSWD; RISE); KJGL (LGUs Culaba, Naval, Kawayan, Almeria, Javier, Mahaplag; Life-Giving Forest Foundation; Carigara Water District)</p> <p>EDE: 6 LGUs (5th District, Leyte); 7 PAMB (PNP, NEDA, DA, Provincial Governor, DOST, 5th District Representative, PO); PASAR</p>	5	5	5	5	On-going/ existing partners	2.0%
	PI 2. Number of trainees weighted by the length of training*	EDE, MMB, JOP, KJGL	-	50	Blended Training -Integrating Rainforestation in the Curriculum of ALS-DepEd in Guihulungan City, Negros Oriental	5	5	5	5		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 3. Number of extension programs organized and supported consistent with the SUC's mandated and priority programs*	EDE, MMB, JOP, KJGL	-	2	Integrating Rainforestation in ALS Curriculum in Guihulngan City, Negros Oriental Community consultation on Ecological Assessment and Conservation of <i>Aquilaria malaccensis</i> through Sustainable Agarwood Production (ECo-SAP) in Leyte Island Philippines	4	4	4	4		2%
	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	-	91%	Integrating Rainforestation in ALS Curriculum in Guihulngan City, Negros Oriental	5	5	5	5		1%
	PI 5. Number of technical/expert services*										1%
	<i>Research Mentoring</i>	MMB, EDE	-	15	TED: MMB: Faculty: JOPogosa, KJGLongatang Research Assistants/ Aides: KGundemaro, VEscasinas, PLongatang, FAlmeroda, RMOquias, KFlorentino, PMaguchu, ICSeno AED: EDE: Research Assistants/Aide: KAlkuino, EEstallo, OCapin, Mde la Rama, ISosmena	5	5	5	5		
	<i>Peer reviewers/ Panelists</i>	MMB, EDE	-	-							
	<i>Resource Persons</i>	EDE	3	3	EDE Environmental Science Quiz Bee/ Rotary Club of Ormoc Bay on November 19, 2022; MMB & KJGL Integrating Rainforestation in ALS Curriculum in Guihulngan City, Negros Oriental on November 9-11, 2022	5	5	5	5		
	<i>Convenor/Organizer</i>	EDE, MMB, JOP, KJGL	-	1	Tree planting at Brgy. Kambonggan Baybay Leyte	4	4	4	4		
	PI 8. Percent of extension proposals approved*	EDE, MMB, JOP, KJGL	-	100%	EDE: Integrated Coastal Resource Management NRM CRM 015; Upgrading of Tilapia and Freshwater Prawn Hatchery Facilities and Capacity Building to Enhance	4	4	4	4	VSU Funded Extension Project for January to December 2022	

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		
					Tilapia Production and Distribution at the Visayas State University; MMB: Mainstreaming Rainforestation Technology in the Philippines and Long-term Monitoring of RF Adopter's Farm; JOP: Development of a Province-wide Learning Site on Sustainable Agriculture and Natural Resource Management and Assessment of Community People's Perception Towards the Rainforestation KALAH-CIDDS Program in Cabucgayan, Biliran KJGL: 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;						
	PI 11. Additional outputs*										1.5%
	Agri-Fair Exhibit in Baybay City on December 8-10, 2022	EDE, MMB, JOP, KJGL,	-	6	Display of native forest trees and distribution to farmers; RF video showing; distribution of flyers, display of posters on project outputs, selling of honey from a farmer partner organization.	5	5	5	5		
	Attendance to webinars and face-to-face meetingsg	EDE, KJGL, JOP, MMB	-	29	Attendance to virtual and face-to-face meetings, workshops, and symposiums	5	5	5	5		
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	Ms. Angelita B. Orias on study leave for her MS Degree Program at UP, Tacloban starting 1st Sem SY 2021-2022	5	5	5	5	On-going	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 and Staff	-	5	<p>EDE (2): Civil Service 2022 Conversations with Local Leaders in Eastern Visayas on Nov. 28-29, 2022 held at the Waterfront Cebu City Hotel, Cebu; 54th FIMFS Annual Convention on Dec. 6-7, 2022</p> <p>FJA (2): Convergence of the Eco-friendly Schools program advocates in celebration of clean air month, environmental awareness month, and climate change consciousness week 2022 on November 24-25, 2022, in Palo Leyte; Short course on freshwater biomonitoring on November 5-9, 2022, in VSU</p> <p>JOP (1): Orientation on the transnational program of Nagoya University (ONLINE)</p>	5	5	5	5		
OVPI MFO 2. Faculty Recruitment/Hiring Services											
PI 2.	Number of faculty recruited/hired based on needed competencies and aligned with ISO standards*	EDE	-	3	Part-time instructors for the 1 st semester 2022-2023	5	5	5	5	Lorraine Cristy Ceniza, Ella Marie Nunez, Amparo Christine Mejica	0.125 %
OVPI MFO 3. Faculty Evaluation Services											
PI 3.	Number of seminars/trainings/conventions/workshops coordinated for entire university*	EDE	-	-						Target already claimed on Jan-June accompl.	0.25%
PI 4.	Number of seminars/trainings/conventions/workshops coordinated outside of the university*	EDE, MMB, JOP, KJGL	-	2	<p>MMB & KJGL: Integrating Rainforestation in ALS Curriculum in Guihulngan City, Negros Oriental (November 9-11, 2022)</p> <p>EDE: Seminar Workshop on Coastal Zoning and Spatial Planning of Baybay City for BFARMCs (July 8, 2022)</p>	4	4	4	4		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	-	100%	Based on the TPES results for the 2 nd Sem SY 2021-2022, 66.67% of the faculty with very satisfactory rating and 33.33% with outstanding ratings.	5	5	5	5		0.75%
	PI 6. Number of in-house seminars/ trainings/ workshops/reviews conducted*	EDE, MMB, JOP, KJGL, HRM	-	9	<p><u>Aquatic Ecosystems Div.</u> EDE, HRM: CHED DARE TO; Strengthening Integrated Coastal Resource Management in Southwestern Leyte; and Artificial Reef Monitoring in the 5th District of Leyte; Upgrading Tilapia and Freshwater Hatchery Facilities and Capacity Building to Enhance Tilapia Production and Distribution at the VSU</p> <p><u>Terrestrial Ecosystems Div.</u> MMB, KJGL, JOP: 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; Development of Physical Land-use and Resource Map and Empowerment of Local Stakeholders through Capability Building; Development of Province Wide Learning Site on Sustainable Agriculture and Natural Resources Management and Assessment of Community People's Perception Towards the Rainforestation KALAH-I-CIDSS program in Cabucgayan Biliran</p> <p>EDE, MMB, KJGL, JOP: ITEEM Strategic Planning</p> <p>EDE, MMB, KJGL: CFES Strategic Planning</p>	4	4	4	4	<p>Level II RDE Review Regional RDE Review</p> <p>ITEEM Strat Plan formulated on November 21, 2022</p> <p>CFES Strat Planning and Workshop on VMGO on November 23, 2022.</p>	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 7. Number of faculty/staff awards/honors received related to operations support	EDE	-	1	Regional Awardee in the 2022 Search for Outstanding Government Workers, Civil Service Commission PAGASA Award – Group Category					Award received on Nov. 28, 2022 at the Waterfront Cebu City.	
	PI 8. Additional outputs*										0.25%
	Regular monitoring of faculty evaluation results based on TPES	EDE			ITEEM Director, conducted monitoring and discussion in relation to TPES result on 2 nd Sem SY 2021-2022 by concerned faculty.						
	RDE In-House Review Evaluator	EDE			Evaluated Research /Development Commodity: Climate Change, DRRM and Resilience on Aug. 23, 2022 at RCCDC						
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%
	PI 9. AACCUP compliance report monitored, supervised and prepared, taskforces for 2 programs (BSES & MSTREC) and change of nomenclature for BSES submitted for Level III accreditation	Director & all faculty & staff	-	8	Preparation of the narrative report for BSES (Area I- Instruction; Area II -Extension; Area III- Research; Area IV- Linkages and Consortia) and MSTREC (Area I- Instruction; Area II -Research; Area III- Extension; Area IV- Linkages and Consortia) programs. Dry-Run presentation for VSU Internal evaluators on October 4-6, 2022. Presentation of the different area per program offered by the Institute on October 12-14, 2022.	5	5	5	5	Dr. Posas and Dr. Cagasan. BSES AACCUP Evaluator (Dr. Elena Manaig from LSPU, Dr. Zenaida O. Luna from	

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		
										BPSU, Dr. Angelita Prado from DMMMSU) MSTREC AACCUP Evaluator (Dr. Maribel Tizo from USTP, Dr. Francis Baleta from NONESCOST, Dr. Elena Manaig from LSPU)	
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		5	5	5	5		1%
	PI 2. Zero percent complaint from clients served	Director & all faculty & staff	Zero % complaint	Zero % complaint		5	5	5	5		2%
	PI 3. Number of coaching sessions among faculty & staff**	EDE	-	5		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	-	5		5	5	5	5		
	PI 5. Number of monthly/ special faculty & staff meetings conducted/ attended**	Director & all faculty & staff	4	11	ITEEM meeting (9) and CFES regular meeting (2)	5	5	5	5		
	PI 6. Additional Outputs										2%
	Attendance to various virtual and face-to-face meetings	Director & all faculty & staff	-	65	EDE (63); KJGL (2)	4	4	4	4		

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				% Accomplishment	Details of Accomplishments	Q	E	T	A		
	Number of activities conducted/organized as committee members/ chairpersons in support to the attainment of the university's mission	EDE, MMB, JOP, KJGL, EBG	-	14	EDE as Chair re Uploading of documents/evidences for the THE Impact Ranking 2023 under SDG (6); provide documents for SWM compliance (2); APB Rep. (1) KJGL as Institute Secretary; Alumni Coordinator; Graduate Focal Person; CFES /ITEEM GAD Coordinator; Department Based Guidance Coordinator; Deputy Document Records Controller (6) EBG as BAC TWG member for Printing Services (9)	5	5	5	5		
	Number of personnel efficiently supervised and monitored	EDE	-	36		5	5	5	5		
	Number of documents prepared, reviewed, acted upon and processed:										
	Number of outgoing ISO-aligned documents reviewed/controlled and registered	dDRC, Alternate dDRC	-	200+		5	5	5	5		
	Number of faculty workloads prepared, reviewed, finalized and approved (Projected Faculty Workload, Actual Faculty Workload, Individual Faculty Workload, Actual Teaching Faculty Workload)	EDE, all faculty and EBG	-	14		5	5	5	5		
	Number of OPCR and IPCR prepared, reviewed, acted, consolidated, and submitted	EDE, faculty and staff concerned	-	44	OPCR & IPCR accomplishments + exhibits for IPCR, Jan-June 2022; OPCR & IPCR targets, Jan-Dec 2023	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		
	Number of contracts for JO personnel, prepared and acted	EDE, CMB	-	19		4	4	4	4		
	Number of project/research, and affiliate faculty appointments prepared and acted	EDE, EBG	-	14		5	5	5	5		
	Number of memoranda, notices, communications prepared, reviewed and acted	EDE	-	30+		5	5	5	5		
	Number of documents for travel of personnel prepared and acted	EDE, CMB, OCC	-	100+		5	5	5	5		
	Number of documents for the acquisition of office/ field/laboratory supplies, materials etc., prepared and acted	EDE, CMB, OCC	-	36		4	4	4	4		
	3-5 minutes retrieving of documents filed efficiently	CMB, dDRC, Alternate dDRC, EBG, OCC	Files, 3-5 minutes retrievable	Files, 1-3 minutes retrievable		5	5	5	5		
	Number of reports reviewed, finalized, consolidated, laid-out/signed	EDE, MMB, JOP, EBG	-	3	- R&D Semi Annual Report; - PASAR Assessment 2022; - GHD Marine Cable Project Reassessment (reviewed)	5	5	5	5		
	Number of IMs, IEC materials, markers, posters, signages etc., conceptualized, designed and laid-out for administration, instruction, research and	EDE, EBG	-	37	- ITEEM IMs for Baybay Fiesta 2022 Exhibit (2); - RDE Symposium posters (2); - TED marker (1); - BSES & MSTREC brochures (draft layout) (2); - Tribute to the graduates printed materials (9)	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		
	extension functions of the Institute				- Pinamanagan project signage (3); - VSU-Restor Lab label (1) - Nagoya professors' visits (17)						
	Number of report on the status of project and general fund allocations submitted quarterly to the Director	EDE, CMB, EBG	-	-							
	Number of outgoing documents/ communications reviewed, recorded and forwarded to concerned offices and/or processed	ASB, OCC, CMB	-	100+		5	5	5	5		
	Number of incoming documents stamped and countersigned received	CMB, dDRC, Alternate dDRC	-	100+		5	5	5	5		
	Number of DTRs generated	EDE, faculty and staff	-	45		4	4	4	4		
	Percent promptness and effectiveness in answering, responding, acting, and/or relaying of messages thru any format (phone calls, IP, e-mails, SMS, messenger etc.)	EDE, faculty and staff	-	100%		5	5	5	5		
	Number of diving tasks conducted in assistance to the extension and research functions of the Institute	OCC	-	7		5	5	5	5		
	Number of SCUBA tanks filled for research and extension use	OCC	-	30		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		
	Number of driving tasks completed and served with utmost safety	COA	-	-						COAure retired effective July 2022.	
	Number of documents reproduced/photocopied in compliance to specific requirements	ASB, CMB, OCC	-	100+		5	5	5	5		
	Percentage of functionality of office/lab equipment monitored and maintained	OCC, JOP, ASB, CMB, EBG	90%	100%		5	5	5	5		
	Percentage daily of cleaning and tidying-up of office and its surroundings conducted	ASB, OCC	90%	100%		5	5	5	5		
	Zero report and/or claims on negligence of office's safety, due to cautious inspection conducted daily before office closes	ASB, OCC, concerned faculty and staff	No report/claims received	No report/claims received		5	5	5	5		
	Number of documents scanned and registered for HRIS tracking	CMB, EBG	-	625		5	5	5	5		
Total Over-all Rating						480					100%
Average Rating						4.8					
Adjectival Rating						Outstanding					

Received by:

TONI MARC L. DARGANTES

Head, Planning Office

DATE JAN 16 2023

Calibrated by:

DANIEL LESLIE S. TAN

Chairman, PMT

DATE JAN 16 2023

Approved:

EDGARDO E. TULIN

President

DATE 1/18/2023

*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); OCC (Orlan C. Capin); FJTA (Felix John T. Amestoso); EBG (Elvira B. Gorre); CMB (Cecilio M. Benitez); ASB (Arturo S. Bastasa); COA (Calextro O. Aure)