

OFFICE PERFORMANCE COMMITMENT & REVIEW FORM (OPCR)

I, FELICIANO G. SINON, Head of the National Abaca Research Center commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period July to December 2017.

FELICIANO G. SINON
Head of Unit
Date: December 2017

OTHELLO H. CAPENO
Vice-President for R & E

Approved:

EDGARDO E. TULIN
President

MFOs/PAPs	Success Indicators	Target	Actual Accomplishment	Unit/Persons Responsible	Rating				Remarks
					Q ¹	E ²	T ³	A ⁴	
MFO1: Advanced and Higher Educ. Services	PI1: Full-Time Equivalent (FTE)	15	59.15	NARC Core staff	5	5	5	5	
	PI2: Student advising and consultation services								
	- No. of hours spent on student consultation	110	500	NARC Core staff	5	5	5	5	
	- No. of student research advisory	3	11 local	NARC Core staff	5	5	5	5	
	- No. of student research advisory committee membership	1	8	NARC Core staff	5	5	5	5	
	- No. of student organizations advised	-	400	NARC Core staff	4.5	4.5	4.5	4.5	

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MFO2: Research Services									
Number of Outputs Published in CHED accredited journals/ internationally indexed journals	PII: Number of publications – In Refereed Journals	1	1 international 2 Local	NARC staff	5	5	5	5	1) International Journal of Philippine Science and Technology entitled Optimized PCR Conditions for Detection of Bunchy Top Viruses in Abaca 2 ATIR papers entitled Development of Village Scale Plant Shredding Machine and Vulnerability of Farm Households to the Impacts of the Abaca Bunchy Top Disease. A Case in Leyte Philippines.
Research projects/ studies completed in the last 3 years	– % of Research completed within the prescribed period – % of Research outputs presented	100% 100%	- 100%	NARC staff	5	5	5		

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Number of Outputs Presented in Regional/National/International Fora /Conferences	P12: Number of papers presented	9	2- National 2- Regional 18- Local 22 Total	NARC staff	4.5	4.5	4.5	4.5	
	P13: Number of Awards received	1	1- International 1- National 3- Local 5 Total	NARC staff	5	5	5	5	
	P11: Number of techno. generated	-		NARC staff					
Technologies Generated	- Number of techno. patented	-		NARC staff	3.5	3.5	3.5	3.5	
	- Number of new adopters (Agency/coop/NGO)	-		NARC staff	4.0	4.0	4.0	4.0	
	P11: Number of trainings conducted	2	1- Abaca Production 1- Processing machine 1- Proposal development 3 Total	NARC staff	4.5	4.5	4.5	4.5	
MFO3: Extension Services									
	- Number of IEC mats./ technoguides developed/ distributed	175	340	NARC staff	4.5	4.5	4.5	4.5	
	P12: Number of beneficiaries served				5	5	5	5	
Trainings conducted	- Groups/Institutions	2	20	NARC staff					

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MFO3: Income Generating Project (IGP) Services	Individuals	400	237	NARC staff	4	4	4	4	
	Income from commercialized techno.								
	- Abaca Processing machines	-	1,192,500.00	NARC staff	5	5	5	5	
	- Disease-free planting materials	-	73,195.00	NARC staff	4	4	4	4	
MFO4: Research & Extension Admin. & Support Services									
Efficient & customer friendly frontline service	No. of clients served	250		NARC staff	4.0	4.0	4.0	4.0	
	90% of documents prepared/processed/ released within the day approved by the director (error-free documents)	90%	100% (no error)	NARC Admin. staff	4.5	4.5	4.5	4.5	
Admin. & financial documents preparation/ facilitation	No. of prepared/ processed/approved documents	600	1,800	NARC Admin. staff	4.5	4.5	4.5	4.5	
	No. of mtgs., planning-workshop conducted	6	81	NARC staff	4.5	4.5	4.5	4.5	
Official meetings/ planning-workshop organized/	100% of mtg./planning-workshops successfully undertaken	100%	100%	NARC staff	4.5	4.5	4.5	4.5	

MFOs/PAPs coordinated/facilitated	Success Indicators	Target	Actual Accomplishment	Unit/Persons Responsible	Rating				Remarks
					Q ¹	E ²	T ³	A ⁴	
Research and Extension activities	No. of reports prepared & submitted on-time (annual/quarterly/other documentation reports)	12	180	NARC Admin. staff	4.5	4.5	4.5	4.5	
	No. of research proposal developed and approved	1	4	NARC staff	4.5	4.5	4.5	4.5	
	- Total amount generated outside VSU funding	-	1,027,000.00 3,050,565.78 4,893,698.00 8,971,263.78	NARC staff	4.5	4.5	4.5	4.5	funding i.e. BAR (SAR proj.), DOST/PCARRD, DA-BAR, DA-RFUG and Worldfish proj
	No. of projects/studies conducted								
	- New research	1							
	- Externally funded research (ongoing)	4	3	NARC staff	4.5	4.5	4.5	4.5	
	- Completed research	1	2						
Total Over-all Rating					91				
Average Rating					4.55				
Adjectival Rating					Outstanding				

Received by:


Calibrated by:


Recommending Approval:

Approved by:

Planning Office
Date: _____


REMBERTO A. PATINDOL
PMT
Date: _____


OTHELLO B. CAPUNO
Vice President
Date: _____


EDGARDO E. TULIN
President
Date: _____

- 1 - quality
- 2 - Efficiency
- 3 - Timeliness
- 4 - Average