

OFFICE PERFORMANCE COMMITMENT & REVIEW FORM (OPCR)

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24 FEB 2020

I, CYNTHIA DOLORES V. GODOY, Head of the CASL commits to deliver and agree to be rated on the attainment of the following targets and accomplishments in accordance with the indicated measures for the period January to June, 2019.

Cynthia Godoy
CYNTHIA DOLORES V. GODOY
Head

Erlinda A. Vasquez
ERLINDA A. VASQUEZ
Director

Jose L. Bacusmo
JOSE L. BACUSMO
Director for Research, OVPRE

MFO/PAPS	Success indicators	Target	Actual Accomplishment	Unit/Persons Responsible	Rating				Remarks
MFO 2: Analytical Services	Number of Biological & Environmental Samples Analyzed • Plant • Organic /Food/Feed • Soil • Water	615	736	JRG	5	5	5	5	
		300	412	ACA	5	5	5	5	
		750	1192	CDVG	5	5	5	5	
		50	345	MBB	5	4	5	5	
								4.67	
	Number of chemical analyses conducted • Soil Analysis • Plant Analysis • Non-soil Analysis • Water analysis	1550	3443	JRG	5	5	5	5	
		1750	2700	ACA	5	5	5	5	
		300	1050	CDVG	5	4.5	4.5	4.67	
		50	144	MBB	5	4.5	4.5	4.67	
	Number of Clients served on time and with zero complaint through chemical analysis	100	106	CDVG	4	4	5	4.33	
	Income Generated	300,000T	1,1396.74	CDVG	5	5	5	5	

MFO:3 Extension Services	Number of Visitors (walk-in & arranged), and students oriented/briefed in the laboratory	100	158	CDVG	5	5	5	5	
MFO:4 Administrative Services	Efficient & customer friendly frontline services	No valid complaints	No valid complaints	CDVG	5	5	5	5	
	Number of equipment/apparatus cleaned /maintained as functional	15	15	CDVG	4	4	4	4	
	Number of financial reports prepared & submitted	6	6	CDVG	4	4	3	3.67	
	Number of laboratory results released	35	50	CDVG	5	5	5	5	
	Number of charge invoice and OR issued	10	12	CDVG	4	4.7	4.8	4.5	
Total Over-all Rating								75.57	
Average Rating								4.719	
Adjectival Rating									

Received by:

Calibrated by:

Recommending Approval:

Approved by:



DILBERTO O. FERRAREN
VP for Planning and Res. Gen



REMBERTO A. PATINDOL
VP for Administration and Finance



OTHELLO B. CAPUNO
VP for Res. and Ext.



EDGARDO E. TULIN
President

Date: _____

Date: _____

Date: _____

Date: _____

1 – Quality/effectiveness 2 – Efficiency 3 – Timeliness 4 – Average