



Visayas State University
Vice-President for Planning, Resource Generation and Auxiliary Services
Visca, Baybay City, 6521-A, Leyte, Philippines



OFFICE PERFORMANCE COMMITMENT AND REVIEW FORM (OPCR)

I, **DILBERTO O. FERRAREN**, Vice-President for Planning, Resource Generation and Auxiliary Services, commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period **January-June 2022**.


DILBERTO O. FERRAREN

Head of Unit

Date: 7/12/22


EDGARDO E. TULIN

University President

Date: 7/14/22

Vice-President	Planning, Resource Generation & Auxiliary Services	1
Director	Planning & Infra. Proj. & Development Monitoring	1
Head & Planning Officer	Planning & Infra. Proj. & Development Monitoring	1
Regular Administrative Staff	Administrative Assistant II	1
Regular Administrative Staff	Administrative Aide III	1
Job Order Administrative Staff	Administrative Aide I	3
Job Order Architect	Engineer II	1
Job Order Civil Engineer	Engineer II	2
Job Order Draftsman	Draftsman	1
Job Order Mechanical Engineer	Quantity Surveyor	1

Rating Equivalents:

- 5 - Outstanding
- 4 - Very Satisfactory
- 3 - Satisfactory
- 2 - Fair
- 1 - Poor

MFOs/PAPs	Performance Indicators	Unit/Person Responsible	Targets	Actual Accomplishment	Rating				Remarks
					Q	E	T	A	
UNIV MFO1: GENERAL ADMINISTRATION & SUPPORT SERVICES									
OVPPRGAS MFO 1. Administrative and Support Services Management	PI 1. Efficient & customer-friendly frontline service	PRGAS Staff	zero complaint	zero complaint	5	5	5	5.00	
	PI 2. Effectively acted Administrative/financial documents	PRGAS Staff	550	1667	5	5	5	5.00	
	PI 3. Offices and personnel efficiently supervised and monitored (OAS/IGP, URC/CCE, ACRO & Planning and Infrastructure Services)	VP	2	24	5	5	5	5.00	OVPPRGAS, IGP, ACRO, CCE/URC
OVPPRGAS MFO 1. Administrative and Support Services Management	PI 4. Administrative & management meetings effectively chaired	VP, BOM, IGP, PRGAS Staff	2	15	5	4	4	4.33	OVPPRGAS, IGP BOM, Housing
	PI 5. Enhanced direct linkages with external agencies	VP, PRGAS Staff	3	6	5	5	4	4.67	DBM, CHED, NEDA, DPWH, RDC, DENR
	PI 6. ISO aligned documents for at least 1 core process.	VP, PRGAS Staff	1	4	5	5	5	5.00	OTP, OPCR, Risk Guidelines, Institutional Planning
	Average Rating							4.83	
OVPPRGAS MFO 2. Planning Services	PI 1. Proactive submission of university reports/ plans and documents as prescribed by DBM & VSU Annual Report								
	* Percentage DBM Quarterly Report of Operation (BAR) and Physical Plan 2022 (BED)	VP, MT Abrera, TMDargantes, JJC Villars	100%	100%	5	5	5	5.00	
	* Percentage CHED-HEMIS CHECKS data update submitted and accepted	VP/DF Andres	100%						To be implemented on 2nd half of the year
	* Percentage VSU Annual Report Created and Submitted	VP, PRGAS Staff	100%	100%	5	5	5	5.00	Annual Report 2020
	PI 2. Efficient Institutional Planning and Monitoring Services								
	* Number of Strategic Plan Monitoring Forms assessed, reviewed and consolidated	VPs, PRGAS staff, Dean, Heads, stakeholders, OP, Budget, OFM	4						To be implemented on 2nd half of the yr
	* Number of Reports from Strategic Plan Monitoring Forms generated/created		1					--do--	
	* Number of Institutional Plan documents reviewed		20					--do--	
	* Number of Planning Workshops conducted and facilitated		2					--do--	
	* Number of Inventory of Plans of the University	OVPRGAS Staff	3	3	5	5	5	5.00	Strat Plan, ISSP, Internalization Plan

[illegible]

MFOs/PAPs	Performance Indicators	Unit/Person Responsible	Targets	Actual Accomplishment	Rating				Remarks
					Q	E	T	A	
OVPPRGAS MFO 3. Infrastructure Project Development, Management and Monitoring Services	PI 1. Infrastructure Monitoring Services								
	* Number of new infrastructure projects monitored and inspected	DO Ferraren, JJC Villan, AVCunanan, EACabañero, JBJualo	2	4	5	5	4	4.67	
	* Number of infrastructure under repair/renovation inspected	DO Ferraren, JJC Villan, AVCunanan, EACabañero, JBJualo	2	2	5	5	5	5.00	
	* Number of Infrastructure Plans Executed	DO Ferraren, EACabañero, JBJualo	3	4	5	5	5	5.00	
	* Number of Systematic Documentations of Project and Report Progress	DO Ferraren, JJC Villan, AVCunanan	3	4	5	5	5	5.00	
	PI 2. Project Development Services								
	* Number of Site Development Plans Created	DO Ferraren, EACabañero, JBJualo	4	4	5	5	5	5.00	
	* Number of Detailed Engineering Design Created	DO Ferraren, EACabañero, JBJualo	4	4	5	5	5	5.00	
	* Number of Project Cost Estimate Created	DO Ferraren, EACabañero, JBJualo	4	4	5	5	5	5.00	
	* Number of project proposal DPWH concurrence facilitated	DO Ferraren, AVCunanan	4	2	4	4	4	4	Some was brought back for recommendations from DPWH Baybay
	* Number of project proposal Geo-Hazard Certificate facilitated	DO Ferraren, AVCunanan	4	4	5	5	5	5.00	
	* Number of project re-design addressed	DO Ferraren, EACabañero, JBJualo	2	2	5	5	5	5.00	
	* Number of Project development consultations with end-users facilitated	DO Ferraren, AVCunanan	4	4	5	5	4	4.67	
	<i>Average Rating</i>							4.85	
OVPPRGAS MFO 4. Continuing Education Services	PI.1. Number of programs designed to improve performance of graduates in lic. Examination	CCE/URC Dir./Unit Heads/ Staff	2	3	5	5	5	5.00	
	PI.2. Number of programs developed to enhance faculty and staff capability	CCE/URC Dir./Unit Heads, Staff, LD&HR	2	2	5	5	5	5.00	

MFOs/PAPs	Performance Indicators	Unit/Person Responsible	Targets	Actual Accomplishment	Rating				Remarks
					Q	E	T	A	
OVPPRGAS MFO 4. Continuing Education Services	PI.3. Number of review programs for licensure examination implemented	CCE/URC Director, Unit Heads, Staff	2	4	5	5	5	5.00	
	PI.4. Number of online review programs offered	CCE/URC Director, Unit Heads, Staff	2	2	5	5	5	5.00	
	PI.5. Number of professional development training/workshop coordinated	CCE/URC Director, Unit Heads, Staff	2	2	5	5	5	5.00	
	PI.1. Number of management, monitoring and planning meetings for staff, alumni scholars and campus-based activity	ACRO Head, staff & communicators	18	12	5	4	5	4.67	
	PI.2. Number of alumni scholars and communicators monitored	ACRO Head, staff & communicators	33	42	5	5	5	5.00	
	PI.3. Number of Campus-based alumni programs and activities	ACRO Head & Staff	1	1	5	5	5	5.00	
	Average Rating							4.96	
OVPPRGAS MFO 5. Resource Generation Management Services	PI.1. Percentage of RF/STF managers complying with requirements and policies set by the Board of Management								
	* Efficient monthly financial reports	VP, IGP Director & Staff	100%	100%	5	5	5	5.00	
	* Scheduled regular inventory and review of IGP Projects	VP, IGP Director & Staff	100%	100%	5	5	5	5.00	
	PI.2. Income generated from STF projects in support to instruction, research and extension.	VP, BOM Housing Commission, IGP Dir., BOM & Staff	1M	569,479.90	5	5	5	5.00	
	PI.3. Income generated from RF projects in support to university projects/ programs	VP, IGP Director/ PRGAS Staff	1M	3.22M	5	5	5	5.00	
	PI.4. Number of periodic fund-raising activity disbursement for scholars	ACRO Head & Staff	1	1	5	4	5	4.67	
	Average Rating							4.93	
OVPPRGAS MFO 6. Bids & Awards	PI.1. Responsible for ensuring that the Procuring Entity abides by the standards set forth by the Act and IRR, and prepare a Procurement Monitoring Report (PMR) in the form prescribed by the GPPB.	BAC Chair	100%	100%	5	5	5	5.00	
	* Provide administrative support to the BAC and the TWG.	BAC Members, Secretariate & TWG	100%	100%	5	5	5	5.00	
	Average Rating								

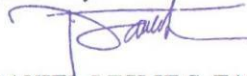
MFOs/PAPs	Performance Indicators	Unit/Person Responsible	Targets	Actual Accomplishment	Rating				Remarks
					Q	E	T	A	
OVPPRGAS MFO 7. Other Functions	P1.1. University Formal Investigation Committee	DF Andres/FIC Members/Legal Off	100%	100%	5	5	5	5.00	Feb.-April 2022
	P1.2. Collaborative and regular monitoring of the transparency seal	PRGAS Staff	100%	100%	5	5	5	5.00	
	P1.3. Number of Best practices/innovation implemented	OVPPRGAS VP, Head, Directors & Staff	1	1	5	4	4	4.33	Thorough review of the OPCR process based on the SPMS
	<i>Average Rating</i>							4.78	
<i>Total Over-all Rating</i>								28.96	
<i>Average Rating</i>								4.83	
<i>Adjectival Rating</i>								<i>Outstanding</i>	

Received by:


TONI MARC L. DARGANTES
 Planning Officer


7/14/2022

Calibrated by:


DANIEL LESLIE S. TAN
 Chairman, PMT

JUL 22 2022

Approved by:


EDGARDO E. TULIN
 University President

JUL 23 2022