VISAYAS STATE UNIVERSITY
ISABEL

OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

I, **LUZVIMINDA A.TAJOS**, Chancellor of the **Visayas State University-Isabel**, commit to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period <u>January to June, 2021.</u>

LUZVIMINDA A. TAJOS
Head Unit
Date: NOV. 26, 2021

BEATRIZ S. BELONIAS, PH.D.
Vice-President for Academic Affairs
Date: 11/27/21

RECEIVED
DATE: DEC 2 0 2021
BY: ___

INFORMATION ON PERSONNEL FULL-TIME TEACHING EQUIVALENT (FTE):

Personnel	Number (1)	Min. FTE (2)	Total FTE (1x2)	Research	Publication	Extension
Chancellor	1	2.5	2.5			
Deans	2	2.5	5.0			
Department Head	4	4.00	16.0	0.0	0	0
Faculty w/ Univ. Designated Position	7	4.00	20.0	0.0	0	0
Regular Faculty (VSL)*	1	12.00	12.0	0.0	0	0
Regular Faculty (TLS)**	28	18.00	504.0	0.0	0	0
Part time Faculty	7	Actual		0.0	0	0
Administrative Staff (Regular & Casual)	19	0	0.0			
Administrative Staff (J.O)	25	0	0.0			
Administrative Staff (Field Workers)	15	0	0.0			
TOTAL:			559.50	0.0	0	0

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 Performance Indicators under Research *(UMFO 3)* and extension *(UMFO 4)*

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

MFO No.	Success/Performance Indicator (PI)	Units/Persons Responsible	Department Target	Actual % Accomplishment	Actual Details of Accomplishments	Quality	Efficiency	Timeliness	Average	Remark (Details of the targetted output indicators with **)	% weight
MFO 2	**HIGHER EDUCATION SERVICES (50%)**										
OVPI MFO 1. Curriculum Program Management Services											

VISAYAS STATE UNIVERSITY

OFFICE OF THE CHANCELLOR
Visayas State University-Isabel
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OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

I, **LUZVIMINDA A.TAJOS**, Chancellor of the **Visayas State University-Isabel**, commit to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period January to December, 2021.

_____
LUZVIMINDA A. TAJOS
Head Unit
Date: _____

_____
BEATRIZ S. BELONIAS, Ph.D.
Vice-President for Academic Affairs
Date: _____

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RDE Commitments***

Rating Equivalents:
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1 - Poor

Note:
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MFO No.	Success/Performance Indicator (PI)		Units/Persons Responsible	Department Target	Actual % Accomplishment	Actual Details of Accomplishments	Rating Quality	Rating Efficiency	Rating Timeliness	Rating Average	Remark (Details of the targetted output indicators with **)	% weight
MFO 2	**HIGHER EDUCATION SERVICES (50%)**											
	OVPI MFO 1. Curriculum Program Management Services											
	PI 1. Percentage of first time licensure exam takers that pass the licensure exams *		Chancellor, ODAA, Deans,Dept Heads & Faculty	61%								7.5%

PI 1. Percentage of first time licensure exam takers that pass the licensure exams *		Chancellor, ODAA, Deans,Dept Heads & Faculty	61%	No Licensure Examinations due to Covid-19 Pancemic	-	-	-	-	-		7.5%
PI 2. Percentage of graduates (2 years prior) that are employed *		Chancellor, ODAA, Deans,Dept Heads & Faculty	82%	61.16%	Only 61.16% are employed based on the latest Graduate Tracer Study (Due to Pandemic)	4	4	4	4		2.5%
PI 3. Percentage of undergraduate student population enrolled in CHED-identified and RDC-identified priority programs *		Chancellor, ODAA, Deans,Dept Heads & Faculty	75%	100%	All programs are CHED identified	5	5	5	5		2.5%
PI 4. Number of undergraduate curricular programs compliant to CMO,approved and offered *		Chancellor, ODAA, Deans,Dept Heads & Faculty	7	10	The Administration is trying its best to comply all requirements of CHED-RQAT to be evaluated with COPC soon	5	5	5	5		
PI 5. Number of graduates within prescribed period *		Chancellor, ODAA, Deans,Dept Heads & Faculty	100	130	Of all 171 graduates, 130 graduated within the prescribed period	5	5	5	5		

PI 6. Percentage of undergraduate programs with accreditations *		Chancellor, ODAA, Deans,Dept Heads & Faculty	75%	100%	BEED, BSED Math and BSAB passed Level III Phase I; BSIT and BSIE passed Level II and BSME and BSED Mapeh passed Level I	ς	ς	ς	ς			2.5%
PI 7: Total FTE, coordinated, implemented and monitored *		Chancellor, ODAA, Deans,Dept Heads & Faculty	559.5	1228.77	Strictly followed and implemented Actual Full Time Equivalent	ς	ς	ς	ς			20%
PI 8: Number of students advised: *		Chancellor, ODAA, Deans,Dept Heads & Faculty										
On thesis/ field practice/special problem			40	171	20 students on thesis, 43 students doing their machine designs, 22 students on their capstone projects, 12 students on their case studies and 74 students on their practice teaching.	ς	ς	ς	ς			1%
No. of approved manuscript submitted within prescribed period			40	54	20 students' theses, 22 capstone project & 12 case studies	ς	ς	ς	ς			1%
On consultation			670	1048	Faculty served as academic advisers, guidance	ς	ς	ς	ς			0.5%

	PI 9: Number of student organizations advised/ assisted *		Chancellor, ODAA, Deans, OSA, Dept Heads & Faculty								
	Student organizations advised			7	10	Faculty acted as advisers	S	S	S	S	1.25%
	Student organizations assisted on student related activities			7	10	Faculty assisted student related activities	S	S	S	S	1.25%
	PI 10: Number of instructional materials developed *		Chancellor, ODAA, Deans, Dept Heads & Faculty								10%
	On-line ready courseware		Chancellor, ODAA, Deans, Dept Heads & Faculty	60	129		S	S	S	S	
	Flexible instructional materials		Chancellor, ODAA, Deans, Dept Heads & Faculty	90	257		S	S	S	S	
	Assessment tools		Chancellor, ODAA, Deans, Dept Heads & Faculty	150	1221		S	S	S	S	
	PI 10: Number of virtual classrooms created and operationalized		Chancellor, ODAA, Deans, Dept Heads & Faculty	90	221		S	S	S	S	
	PI 11: Additional Outputs										
	Number of Grammarly Application Subscribed		Chancellor, ODAA	1	1		4	4	4	4	
	Number of Zoom Application Registered		Chancellor, ODAA, Deans	1	2		S	4	S	4.67	
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 *	Chancellor, ODREIC, Deans,Dept Heads & Faculty	1	3		S	S	S	S			2%
	PI 2. Number of research outputs completed within the year *	Chancellor, ODREIC, Deans,Dept. Heads & Faculty	6	6		S	S	S	S			2%
	PI 3. Percent of research proposals approved **	Chancellor, ODREIC, Deans,Dept Heads & Faculty	50%	-	Submission of proposals was delayed due to pandemic	-	-	-	-			0.5%
	PI 4. Number of research output presented in regional/national/Int'l. fora/conferences				Preparation of research output was curtailed due to pandemic							0.5%
	In internationl fora/conferences	Dept. Heads & Faculty	2	-		-	-	-	-			
	In national/ regional fora/conferences	Dept. Heads & Faculty	2	-		-	-	-	-			
	PI 5. Percent of research proposals approved *				Submission of proposals was delayed due to pandemic							0.5%
	In refereed international journals In refereed national/regional journals	Dept. Heads & Faculty	30%	-		-	-	-	-			
	PI 6. Addional Outputs	Dept. Heads & Faculty										0.5%
	Number of research-related awards (research conducted by faculty or student with faculty)	Dept. Heads & Faculty	1	-		-	-	-	-			
	PI 1. Number of meetings conducted with											
	RDE Personnel		2	3		S	S	S	S			
	Stakeholders		1	5		S	S	S	S			
	PI 2. Number of RDE personnel and faculty sent for seminars and trainings related to research		4	3		S	S	S	S			
	PI 3. Number of research proposal approved by the institutional review committee		3	6		S	S	S	S			
MFO 4	**EXTENSION SERVICES (10%)**											

Performance Indicator	Responsible	Target	Actual	Remarks						Weight
PI 1. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities *	Chancellor, ODREIC, Deans, Dept Heads & Faculty	1	2		5	4	5	4.67		2.0%
PI 2. Number of trainees weighted by the length of training *	Chancellor, ODREIC, Deans, Dept Heads & Faculty	100	-	Trainings where suspended due to COVID-19 pandemic	-	-	-	-		2%
PI 3. Number of extension programs organized and supported consistent with the SUC's mandated and priority programs *	Chancellor, ODREIC, Deans, Dept Heads & Faculty	2	2	BMIS and PNEA	5	4	4	4.33		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*	Chancellor, ODREIC, Deans, Dept Heads & Faculty	60%	-	No trainings conducted due to pandemic	-	-	-	-		1%
PI 5. Number of technical/expert services *	Chancellor, ODREIC, Deans, Dept Heads & Faculty									1%
Research Mentoring		1	-		-	-	-	-		
Peer reviewers/Panelists		1	5		5	5	5	5		
Resource Persons		1	-		-	-	-	-		
Convenor/Organizer		1	-		-	-	-	-		
Consultancy		1	-		-	-	-	-		
Evaluator		1	-		-	-	-	-		
PI 8. Percent of extension proposals approved *	Chancellor, ODREIC, Deans, Dept Heads & Faculty	50%	-	Submission of proposals was delayed due to pandemic	-	-	-	-		0.5%
PI 9.Additional Outputs*	Dept. Head & Faculty									
Percent of extension proposals submitted		50%	-	Submission of proposals was delayed due to pandemic	-	-	-	-		

MFO 5	SUPPORT TO OPERATIONS											
OVPI MFO 1. Faculty Development Services												
	PI 1: Number of faculty pursuing advanced research degree programs (PhD) facilitated, monitored and assisted *	Chancellor, ODAF, Deans,HRMO	1	2	2 faculty pursuing Ph.D. (Mrs. Catherine C. Daffon and Mr. Nolan Federico Monserate)	5	5	5	5			0.625%
	PI 2: Number of faculty who finished advanced degree program on time *	Chancellor, ODAF, Deans,HRMO	1	2		5	5	5	5			
	PI 3: Number of faculty sent to trainings and seminars/webinars *	Chancellor, ODAF, Deans,HRMO	10	40		5	5	5	5			
	PI 4: Number of contracts of scholarship/fellowship grant of faculty pursuing MS and Doctoral degree Prepared, facilitated and reviewed *	Chancellor, ODAF, Deans,HRMO	2	2		5	4	5	4.67			
OVPI MFO 2. Faculty Recruitment/Hiring Services												
	PI 2: Number of faculty recruited/hired based on needed competencies and aligned with ISO standards *	Chancellor, CPC, ODAF, Deans,HRMO,D ept.Heads	5	16		5	5	5	5			0.125%
OVPI MFO 3. Faculty Evaluation Services												
	PI 3: Number of seminars/trainings/ conventions/workshops coordinated for entire university *	Chancellor, ODAA, Deans,Dept Heads & Faculty	2	5		5	5	5	5			0.25%
	PI 5: Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subjects evaluated *	Chancellor, ODAA, Deans,Dept Heads & Faculty	75%	93.28%		5	5	5	5			0.75%

PI6 : Number of in-house seminars/trainings/ workshops/reviews conducted *		Chancellor, ODAA, Deans,Dept Heads & Faculty	1	2			5	4	5	4&7		0.25%
PI 7 : Additional outputs *		Chancellor, ODAA, Deans,Dept Heads & Faculty										
Number of faculty/staff awards/honors received related to operations support			3	-	Giving of awards is usually done during the CSC month culmination		-	-	-	-		0.25%
OVPI MFO 4. Program and Institutional Accreditation Services												
PI 1: Number of degree programs which passed accreditation/evaluation at least level 1		Chancellor, ODAA, ODQA, Deans, Dept Heads, & Faculty	4	7			5	5	5	5		
PI 2: Degree programs compliant with CHED requirements		Chancellor, ODAA, ODQA, Deans, Dept Heads, & Faculty	7	10			5	5	5	5		
OVPI MFO 4. Program and Institutional Accreditation Services												
PI 1: Number of degree programs which passed accreditation/evaluation at least level 1		Dean, OI, Dept Heads	4	7			5	5	5	5		
PI 2: Degree program compliant with CHED requirements		Dean, OI, Dept Heads	6	10			5	5	5	5		
OVPI MFO 5. Admission and Registration Services												
PI 1: Number of students enrolled and validated within scheduled regular registration period		Accounting and Registrar	850	1280			5	5	5	5		
PI 2: Number of students statement of accounts and billing computed and sent to CHED		Accounting Office	850	1280			5	5	5	5		
PI 3: Posted students payments to the students ledger cards		Accounting and Cash	850	1280			5	5	5	5		
OVPI MFO 6. Student Management Services												
PI 1: Number of students awarded with scholarships and grants		Chancellor, ODAA, OSS	200	625			5	5	5	5		

	PI 2: Number of graduating senior students taking the entrance examination	Chancellor, ODAA, OSS	400	500		5	5	5	5		
	PI 3: Number of student's seminars, forums, orientations, jobfair, job seeking conferences, conventions conducted/coordinated as calendared	Chancellor, ODAA, Deans, OSS	2	2		5	4	4	4.33		
	PI 4: Number of student leaders evaluated and recommended for attendance to seminars, trainings, conferences or conventions outside of VSU.	Chancellor, ODAA, Deans, OSS	2	2		5	4	5	4.67		
	PI 5: Number of students provided with Report of Grades for their scholarships/grants/assistantships	Chancellor, ODAA, Deans, OSS, Registrar	60	100		5	5	5	5		
	PI 6: Number of Transcript of Records prepared/issued/checked and signed	College Registrar	100	150		5	5	5	5		
	PI 7: Number of students awarded with honors/distinction	Chancellor, ODAA, Deans, OSS, Registrar	100	150		5	5	5	5		
	PI 8: Number of students' records posted with grades every end of the semester	Registrar	1,000	1118		5	5	5	5		
	PI 9: Number of students and alumni requesting for GPA computation served	Registrar	40	100		5	5	5	5		
	PI 10: Number of students granted approval to request offering of unscheduled subjects	Registrar	15	30		5	5	5	5		
	PI 11: Percentage of regular students who availed of guidance services	OSS	75%	100%		5	5	5	5		
	PI 12: Percentage of students counseled	OSS	75%	100%		5	5	5	5		
	PI 13: Number of student clearances signed	Chancellor, ODAA, Deans, OSS, Dept Heads,Campus Registrar, Acctg., Cashier	800	1118		5	5	5	5		
	PI 14: Number of students availing of cottage services	OSS, MCLTarroza	10	-	No students were allowed to stay in the cottages due to pandemic						
	PI 15: Number of students, faculty, staff and researchers who availed Library facilities, resources and services	Campus Librarian	1,000	1150		5	5	5	5		
UMFO 6	**General Admin. & Support Services (GASS)**										
	MFO 1. Administrative & Facilitative Services Management										
	PI 1: Number of offices handled, number of offices supervised, monitored and coordinated and number of personnel directly supervised.	ODAF	10	16		5	5	5	5		

Performance Indicator	Office/Person Accountable	Budget	Target		Actual Accomplishment	Q1	Q2	Q3	Q4	
PI 2: Number of meetings conducted/ presided/attended either by units or all AFSO and general meetings	ODAF	8	14			5	5	5	5	
PI 3: Number of contracts of services and MOU issued/facilitated to temporary cultivators and other individuals, personnel and contractors	ODAF	2	4			5	5	5	5	
PI 4: Number of major Activities/Programs planned, coordinated and facilitated	Chancellor, ODAF, Deans,HRMO and Department Heads	2	3			5	5	5	5	
PI 5: Number of documents, letters and memos prepared, facilitated, signed, certified and managed.	Chancellor, ODAF	322	444			5	5	5	5	
PI 9: Number of transactions complied in the GSIS AAO Certifications earlier than the prescribed period	D.C. Eli and FD C. Ramos	10	15			5	5	5	5	
PI 10: %age of OPCR/IPCR received, reviewed and recorded w/in the period	Chancellor, ODAA, ODAF,	75%	100%			5	5	5	5	
PI 10: Number of OPCR/IPCR prepared and submitted w/in the period	Chancellor, ODAF, Deans,Dept. Heads, Faculty & Staff	30	56			5	5	5	5	
PI 11: Number of Office memos,letters, certifications and endorsements drafted on Administrative /Instruction Matters	Chancellor, ODAA, ODAF, Deans,Dept. Heads	10	20			5	5	5	5	
PI 13: Number of documents certified as to its authenticity and validity	Chancellor, ODAF	50	100			5	5	5	5	
PI 14: Percentage of office equipment maintained per week	All Office Heads	75%	100%			5	5	5	5	
PI 15: Number of college committees chaired and coordinated	All Office Heads	10	15			5	5	5	5	
PI 16: Number of frontline administrative services monitored and ensured to be customer friendly & efficient and citizens charter posted conspicuously	Chancellor, ODAA,ODAF, All Office Heads	8	19			5	5	5	5	
PL 6: Number of college faculty and personnel oriented with new issuances policies and procedures issued by BIR, GSIS,CSC, DBM, DRRM, COA and VSU main.	ODAF, Accounting, HRMO	20	38			5	5	5	5	
MFO 2. Frontline Services										
PI 1. Efficient and customer-friendly frontline service	All Faculty and Staff	Zero percent complaint from clients served	Zero percent complaint from clients			5	5	5	5	

			Zero percent complaint from clients served	Zero percent complaint from clients						
	PI 2: Best practices/new initiatives implemented - NO NOON BREAK	All Faculty and Staff	Zero percent complaint from clients served	Zero percent complaint from clients		5	5	5	5	
MFO 3. Human Resource Management and Development										
	PI 1. %age of faculty/staff recommended to attend seminars, trainings and workshops within 6 months.	Chancellor, ODAA, ODAF, HRMO, CPC	50%	100%		5	5	5	5	
	PI 2: Number of Seminars/workshops conducted/facilitated/attended by personnel	Chancellor, ODAA, ODAF, HRMO, CPC	3	3		5	4	5	4.67	
	PI 4: Number of Applicants Interviewed	Chancellor, ODAA, ODAF, HRMO, CPC	10	50		5	5	5	5	
	PI 3: Number of activities conducted during the Philippine Civil Service Anniversary	Chancellor, ODAA, ODAF	1	2		5	5	5	5	
	PI 5: Number of DTR Checked and Signed w/ supporting documents	Chancellor, ODAA, ODAF, HRMO	500	840		5	5	5	5	
	PI 6: %age of compliance to CSC/DBM Rules and Policies on leave Administration, employees complensation and benefits	Chancellor, ODAA, ODAF, HRMO, Acctg.	80%	100%		5	5	5	5	
MFO 4. Personnel Records Development & Management Services										
	PI 1. %age of appointments & other personnel related documents processed and filed. Report of Appts. Issued (RAI) submitted to CSC on the 10th day of the following month	ODAF, HRMO, and Records Officer	80%	100%		5	5	5	5	
	PI 2: %age of faculty and staff IPCR/OPCR submitted, reviewed, submitted and filed	AFSO, HRMO and Records	80%	100%		5	5	5	5	
MFO 5. Leave Administration										
	PI 1. Number of leave applications facilitated & computed; and leave cards updated	HRMO	100	121		5	5	5	5	
MFO 6. Records Management										
	PI 1. Number of incoming/outgoing documents received, recorded, classified and filed	ODAF, HRMO	450	1591		5	5	5	5	
MFO 7. Finance Services and Management (Accounting, Budget , Supply, Cash and Finance)										

PI 1: Percentage of actual utilization of budget inclusive of income to total operating budget	Chancellor, ODAF, Budget Officer	50%	75%		⎩	⎩	⎩	⎩	
PI 2: Percentage of pre-audited vouchers and transactions with complete supporting documents in compliance with COA rules and Regulations	Accounting Office and Internal Control Officer	80%	100%		⎩	⎩	⎩	⎩	
PI 3:Number of proposed budget by units/departments for PS , MOOE and CO prepared, facilitated, submitted and approved	Chancellor, Budget Office	10	17		⎩	⎩	⎩	⎩	
PI 4: Number of financial statements, documents and reports prepared, reviewed, signed and submitted to COA, CHED, DBM and other agencies	Accounting, HRMO, Cash	1,000	2,730		⎩	⎩	⎩	⎩	
Number of pre-audited vouchers and transactions with complete supporting documents in compliance with COA rules and Regulations	Accounting	300	338		⎩	⎩	⎩	⎩	
Number of documents/transactions reviewed, evaluated, posted, obligated and signed.	Accounting	2,000	3,163		⎩	⎩	⎩	⎩	
MFO 8. Cash Management									
PI 1: No. of monthly reports prepared and approved, submitted to concerned offices on or before the 2nd day of the ff. month	Cashier's Office	2,000	3,224		⎩	⎩	⎩	⎩	
PI 2:Number of financial documents (checks & ACIC , payslips,processed and released one day upon receipt)	Cashier's Office	1,500	1,993		⎩	⎩	⎩	⎩	
PI 3: Number of payments received and receipted, error free	Cashier's Office	1,500	1,766		⎩	⎩	⎩	⎩	
PI 4: Number of deposit slips, error free	Cashier's Office	36	70		⎩	⎩	⎩	⎩	
PI 5: No. of vouchers, documents/transactions/ ORs reviewed, evaluated, posted, and signed.	Cashier's Office	5,000	11,427		⎩	⎩	⎩	⎩	
MFO 9. Construction & Maintenance of Buildings and Other Physical Facilities and General Services									
PI 1: Percentage of Buildings, Classrooms, Facilities and apparatus/equipment maintained.	Chancellor, ODAF, Deans, GSO	80%	100%		⎩	⎩	⎩	⎩	
PI 2: Number of Buildings, Classrooms, Facilities and other structures constructed, repaired and maintained.	Chancellor, ODAF, Deans, GSO	10	14		⎩	⎩	⎩	⎩	
PI 3: Number of equipment installed, repaired and maintained.	Chancellor, ODAF, Deans, GSO	10	20		⎩	⎩	⎩	⎩	
PI 4: Percentage of repairs and maintenance of plumbing and electrical lines/facilities facilitated & coordinated	Chancellor, ODAF, Deans, GSO	80%	100%		⎩	⎩	⎩	⎩	
PI 5: Percentage of repairs and maintenance of motor vehicles facilitated, monitored and coordinated	Chancellor, ODAF, Deans, GSO	80%	100%		⎩	⎩	⎩	⎩	

	PI 6: Maintained surroundings as to cleanliness, beauty and environment friendly atmosphere.	Chancellor, ODAF, Deans, GSO	80%	100%		S	S	S	S		
	PI 7: Number of Student Cottages repaired	Chancellor, OSA, GSO	2	3		S	S	S	S		
MFO 10. Health Services											
	PI 1: Number of sanitary inspection of buidings, offices,coltages and school premises conducted by the School Nurse	School Nurse, ODAF, Supply Office	10	19		S	S	S	S		
	PI 2: Number of students, faculty and staff given medical assistance, checked and advised by the school nurse.	School Nurse	1000	1,375		S	S	S	S		
	PI 3: No. of health activities conducted	Chancellor, School Nurse, ODAF, GAD Coordinator	2	3		S	S	S	S		
MFO 11. Supply & Property Management & Procurement Services											
	PI 1: Percentage of compliance to RA 9184 in the procurement of supplies and equipment and construction of various projects.	Chancellor, ODAF,Acctg., Budget, BAC	80%	100%		S	S	S	S		
	PI 2: Percentage of acquired supplies and equipment distributed to end users	Supply office	80%	100%		S	S	S	S		
	PI 3: Percentage of conducted actual physical count inventory of PPE every year	Supply office	80%	100%		S	S	S	S		
	PI 4: No. of documents, prepared, processed, posted, facilitated and maintained	Supply office	1,500	2,500		S	S	S	S		
	PI 5: No. of vouchers, documents,transactions, Invoices and supplies and materials reviewed, evaluated, posted, and signed.	Supply office	2,000	3,500		S	S	S	S		
MFO 12. Security Services and Management											
	PI 1: 100% compliance for the security & safety of the lives of the entire college populace and property	4 regular security guards	80%	100%		S	S	S	S		
	PI 2: 100% compliance on the General Orders of the Security Guards	4 regular security guards	80%	100%		S	S	S	S		
	PI 3: Number of monthly Security Guard Shifting schedule recommended and facilitated for approval of the Chancellor	Head - Security and Safety Services	6	6		S	S	S	S		

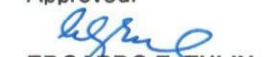|											
PI 4: Number of new strategies and safety measures implemented	Chancellor, ODAF, Security Guard	1	2		5	5	5	5		
PL 5: Number of perimeter fence, drainage canals and boundary posts constructed by phase for security purposes	Chancellor, ODAF, Security Guard	1	2		5	5	5	5		
Best Practices/New initiatives Implemented:										
PI 1: Percentage use of biometric machines w/ log books, attendance in flag ceremony, wearing of complete uniform with IDs, no noon break, security guards' ringing of bell every hour during night shift	ALL FACULTY AND STAFF	80%	100%		5	5	5	5		
PI 2: Percentage of observance of 5S to conform with ISO standards (Initial implementation Stage)	ALL FACULTY AND STAFF	20%	50%		5	5	5	5		
Total Over-all Rating					564. 68					
Average Rating					4.95					
Adjectival Rating					OUTSTANDING					

Received by:

Ferraren

DILBERTO O. FERRAREN, PhD
Planning Officer
Vice President for Planning, Resource Generation and External Affairs
Date: DEC 2 0 2021

Calibrated by:

REMBERTO A. PATINDOL
Chairman, PMT
Date: 12/3/21

Recommending Approval:

BEATRIZ S. BELONIAS
Vice Pres. for Academic Affairs
Date: 11/ 27 / 21

Approved:

EDGARDO E. TULIN
President
Date: 12/20/21

*   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

VISAYAS
STATE UNIVERSITY
ISABEL

November 26, 2021

Dr. Edgardo E. Tulin
University President
VSU, Baybay, Leyte

Thru: Dr. Dilberto O. Ferraren
Vice President, PRGAS

Sir:

I have the honor to submit herewith Office Performance Commitment & Review (OPCR) January – December 2021 (target) and January – June 2021 (with accomplishment) of Visayas State University – Isabel.

Please acknowledge receipt.

Thank you very much.

Yours truly,

LUZVIMINDA A. TAJOS, Ph.D.
Chancellor

Vision: A globally competitive university for science, technology, and environmental conservation.
Mission: Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.

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