



VISAYAS
STATE UNIVERSITY



**RENEWABLE ENERGY
RESEARCH CENTER**

Visca, Baybay City, Leyte, PHILIPPINES
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Email Address: rec@vsu.edu.ph
Website: www.vsu.edu.ph

OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

I, ROBERTO C. GUARTE, Director of the Renewable Energy 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 January - June 2021.

ROBERTO C. GUARTE

RERC Director

Date: June 22, 2021

MARIA JULIET C. CENIZA

Vice President for Research, Extension and Innovation

Date: June 23, 2021



Personnel *Number*

| | |
|-----------------------------------|---|
| Director (Permanent/Designated) | 1 |
| Division Head (Permanent) | 1 |
| Administrative Staff (Permanent) | 1 |
| Skilled Worker (Job Order) | 1 |
| Science Research Assistant (Job O | 2 |

TOTAL: 6

Rating Equivalents:
5 - Outstanding
4 - Very Satisfactory
3 - Satisfactory

| MFO No. | Success/Performance Indicator (PI) | Units/ Persons Responsible | Department Target | Actual | | Rating | | | | Remark (Details of the targetted output indicators with **) | % weight |
|---------|---|----------------------------|-------------------|------------------|----------------------------|---------|------------|------------|---------|--|----------|
| | | | | % Accomplishment | Details of Accomplishments | Quality | Efficiency | Timeliness | Average | | |
| 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 * | RCG and SRAs | 2 | 100.00 | 2 of 2 | 5 | 5 | 5 | 5.0 | 1) Hydraulic ram pump demo unit; 2) Evaporative Cooling system demo unit | 2% |

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|--------------|--|----------------------------------|----------------------|------------------------------|---------------------------------------|---------|------------|------------|---------|--|----------|
| | | | | % Accom- plishmen t | Details of Accom- plishmen s | Quality | Efficiency | Timeliness | Average | | |
| | <u>PI 2.</u> Number of research outputs completed within the year * | RCG and SRAs | 3 | | | | | | | target for July - December | 2% |
| | <u>PI 3.</u> Percentage of research outputs published in internationally-referred or CHED recognized journal within the year (2%) * | | | | | | | | | needs title of publication, name of journal and where published | |
| | <i>In refereed int'l journals</i> | RCG | 2 | | | | | | | target for July - December | 1.50% |
| MFO 4 | EXTENSION SERVICES (10%) | | | | | | | | | | |
| | <u>PI 1.</u> Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities * | Director and all Staff | 1 | 200.00 | 2 of 1 | 4 | 4 | 4 | 4.0 | Maintained connections with the project beneficiaries but no visit was conducted due to COVID-19 pandemic travel restrictions & health protocols | 2.0% |
| | <u>PI 3.</u> Number of extension programs organized and supported consistent with the SUC's mandated and priority programs * | Director and all Staff | 1 | 100.00 | 1 of 1 | 5 | 5 | 5 | 5.0 | Maintained one (1) Renewable Energy (RE) Park for showcasing RE technologies to students and visitors. | 2% |
| | <u>PI 11.</u> Additional outputs * | | | | | | | | | | |
| | Number of RE demo unit maintained for educational purposes | Director and all Staff | 9 | 100.00 | 9 of 9 | 5 | 5 | 5 | 5.0 | Solar tunnel dryer, hydraulic ram pump, solar evaporative cooling system, greenhouse dryer, hydroxy gas generator, syngas generator, solar home system, solar streetlight, Biodiesel used in a plant oil stove | |

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|--------------|---|----------------------------------|-----------------------------------|---------------------------|---|---------|------------|------------|---------|--|----------|
| | | | | % Accom- plishmen t | Details of Accom- plishmen s | Quality | Efficiency | Timeliness | Average | | |
| MFO 5 | Support to Operations | | | | | | | | | | |
| | PI 7 : Additional outputs * | | | | | | | | | | |
| | Number of in-house seminars/trainings/ workshops/reviews attended | Director and all Staff | 1 | 1.00 | 1 of 1 | | | | | target for July- December | |
| | 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 and all Staff | 100% compliance | 100.00 | Maintained Zero-NC and 100% compliance | 5 | 5 | 5 | 5.0 | Zero non-conformity (No NC); Abrupt response to the customer feedback report; Use of standard forms | 2.50% |
| MFO 6 | General Admin. & Support Services (GASS) | | | | | | | | | | |
| | PI 1. Submission of College/Department PPMP for the following year within deadline as prescribed by BAC* | Director and all Staff | 6 | 100.00 | 6 of 6 | 5 | 5 | 5 | 5.0 | | 1% |
| | PI 2. Zero percent complaint from clients served | Director and all Staff | Zero complaint from clients | 100.00 | Zero complaint from clients | 5 | 5 | 5 | 5.0 | Provided quality, efficient and timely customer service | 2% |
| | PI 4. Number of planning sessions, tracking and monitoring of targets, etc. conducted to ensure attainment of department targets** | Director | 4 | 250.00 | 10 of 4 | 5 | 5 | 5 | 5.0 | Conducted 10 virtual meetings either unit staff exclusive, with mgmt. committee, or college-wide | |
| | PI 5. Number of monthly/special faculty & staff meetings conducted** | Director | 2 | 550.00 | 11 of 2 | 5 | 5 | 5 | 5.0 | Meetings are all virtual | |

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|---------|---|----------------------------|-------------------|------------------|----------------------------|---------|------------|------------|---------|--|----------|
| | | | | % Accomplishment | Details of Accomplishments | Quality | Efficiency | Timeliness | Average | | |
| | PI 3: Additional Outputs | | | | | | | | | | |
| | Number of frontline services monitored and ensured to be customer friendly and efficient | RCG | 2 | 100.00 | 2 of 2 | 5 | 5 | 5 | 5.0 | | |
| | Number of documents prepared, reviewed, evaluated, signed, approved, photocopied, scanned | Director and all Staff | 100 | 500.00 | 500 of 100 | 5 | 5 | 5 | 5.0 | Sample type of docs: Contract of Service, ORS, BURS, Vouchers, payrolls, minutes, attendance sheets, JO Evaluation, R&M requests, trip tickets, RIS, IAR, Accomplishment Reports, etc. | |
| | Number of committee meetings attended/facilitated | Director and all Staff | 3 | 100.00 | 3 of 3 | 5 | 5 | 5 | 5.0 | CDRCC Meetings | |
| | Number of academic lecture/laboratory rooms maintained | Director and all Staff | 2 | 100.00 | 2 of 2 | 5 | 5 | 5 | 5.0 | | |
| | Area of lawn maintained (sq.m, approx.) | Director and all Staff | 975 | 119.08 | 1161 of 975 | 5 | 5 | 5 | 5.0 | approx. 975 sq.m. inside RERC compound + approx. 186 sq.m. (newly developed) | |
| | Number of office and laboratory & office tools and equipment maintained to best condition | Director and all Staff | 150 | 100.00 | 150 of 150 | 5 | 5 | 5 | 5.0 | Office Eqpt. = 62 lab eqpt. = 88 | |
| | Other outputs implementing the new normal due to covid 19 | Director and all Staff | 10 | 100.00 | 10 of 10 | 4 | 5 | 5 | 4.7 | printing and posting posters, providing alcohol to visitors and employees alike | |

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|---------|------------------------------------|----------------------------|-------------------|------------------|----------------------------|---------|------------|------------|---------|---|----------|
| | | | | % Accomplishment | Details of Accomplishments | Quality | Efficiency | Timeliness | Average | | |
| | | | | | | | | | | | |

Total Over-all Rating

78.667

Average Rating

4.917

Adjectival Rating

Outstanding

Note: RCG-Dr. Roberto C. Guarte (Director and College Dean, CET) rated at OVPI, JMG-J.M.Guarte rated at DepStat, SBM - S.B.Miñoza rated at CET

Received by:



DILBERTO C. FERRAREN

Planning Officer

Date: JUN 30 2021

Calibrated by:

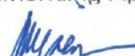


REMBERTO A. PATINDOL

Chairman, PMT

Date: _____

Recommending Approval:



MARIA JULIET C. CENIZA

Vice Pres. for Research,
Extension and Innovation

Date: _____

Approved:



EDGARDO E. TULIN

President

Date: _____

* 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