



Visayas State University  
 College of Arts and Sciences  
**DEPARTMENT OF LIBERAL ARTS AND BEHAVIORAL SCIENCES**  
 Visca, Baybay City, Leyte

**OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)**

I, **GUIRALDO C. FERNANDEZ, JR.**, Head of the Department of Liberal Arts and Behavioral Sciences, **College of Arts and Sciences** commits to deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period **January 1, 2018 to June 30, 2018**.

  
**GUIRALDO C. FERNANDEZ, JR.**  
 Department Head  
 Date: \_\_\_\_\_

  
**CANDELARIO L. CALIBO**  
 Dean, CAS  
 Date: \_\_\_\_\_

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

MFO No.	MFO Description	Success/Performance Indicator (PI)	TARGET	Units/Persons Responsible*	ACTUAL ACCOMPLISHMENT	Details of Accomplishments	Rating				Remark
							Quality	Efficiency	Timeliness	Average	
UMOF1. ADVANCED EDUCATION SERVICES											
	OVPI MFOI	Graduate Degree Program Management Services									
		PI.1 Graduate degree program monitored	2	APGRavoso, SRMartinez	2		5	5	5	5.00	MSLT, MEDEnglish
		PI.2 Total Graduate FTE Monitored	7	AGravoso; SRMartinez	14.56		5	5	5	5.00	
		Number of MS graduate courses taught per semester	4	APGRAVOSO; SRMARTINEZ	9	LTNG 299, LTNG 227, LTNG 209, LTNG 300, ENGL 232, ENGL 229, LTNG 218, LTNG 211, LTNG 216	5	5	5	5.00	
		PI.3 Percentage increase in number of graduate students enrolled	100%	APGRAVOSO; SRMARTINEZ		100%	5	5	5	5.00	



















		PI 1 Efficient and customer-friendly frontline service	no valid complaint	All DLABS Faculty & Staff	no complaint		5	5	5	5.00	
		PI.2 Additional Outputs/Best Practices									
		<i>Number of university/college./dept. committees/boards/council chaired, membered and coordinated</i>	3	DLABS Faculty & Staff	10		5	5	5	5.00	
		<i>Number of University-wide activities participated and facilitated</i>	1	DLABS Faculty & Staff	3		5	5	5	5.00	
		<i>Percentage of documents signed and approved</i>	100%	DLABS Head	100%		5	5	5	5.00	
		<i>Number of academic lecture/laboratory rooms maintained; faculty rooms, comfort rooms and office</i>	28	Utility Workers	1		5	5	5	5.00	
		<i>Number of equipment maintained</i>	4	Utility Workers	4		5	5	5	5.00	
Total Over-all Rating							240.00				
Average Rating							5.00				
Adjectival Rating							OUTSTANDING				

Received by:

PLANNING OFFICE

Date: \_\_\_\_\_

Calibrated by:

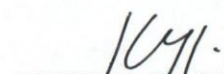


**REMBERTO A. PATINDOL, Ph.D.**

Chairman, PMT

Date: \_\_\_\_\_

Recommending Approval:

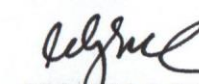


**BEATRIZ S. BELONIAS, Ph.D.**

Vice President for Instruction

Date: \_\_\_\_\_

Approved:



**EDGARDO E. TULIN, Ph.D.**

President

Date: \_\_\_\_\_