

Visayas State University
PHILIPPINE ROOT CROP RESEARCH AND TRAINING CENTER
 Visca, Baybay City, Leyte

OFFICE PERFORMANCE COMMITMENT REVIEW FORM (OPCR)
(TARGET and ACCOMPLISHMENT)



I, **ERLINDA A. VASQUEZ**, Director of **PhilRootcrops** commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period July 2020 to Dec 2020.

[Signature]
ERLINDA A. VASQUEZ
 Director

[Signature]
JOSE L. BACUSMO
 Director for Research, OVPRE

[Signature]
OTHELLO B. CAPUNO
 OIC-VP for Res, Ext & Innovation

Appt/Status	Position Title	Number
Head	Director, Prof VI	1
Regular Faculty wt Vacation / Sick Leave Status	University Professor	4 ^a
	Professor VI	1 ^b
	Professor V	1
	Professor IV	1
	Professor III	
	Professor I	1 ^c
	Asst. Professor II	2
	Instructor I	1
Regular Administrative Personnel	Science Res Specialist 2	1 ^d
	Senior Agriculturist	1
	Administrative Aide IV	2 ^e
	Administrative Aide III	3
	Administrative Aide I	1
Casuals	Administrative Aide III	1
	Administrative Aide I	1
Contractuals	Instructor	2
	SRAs & Aides (PS)	10 ^f
	Laborers (GAA funded)	30
	Total	64

Rating Equivalents:

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

Note: 15 multi-disciplined core personnel however, 1 is on study leave for Ph.D, 7 are holding key administrative positions in the University (University President, VP for Planning and Res. Gen, Dean of the Graduate School, Director for Research, Director for Innovation, Director for Planning and Center Director

**1 on sabbatical leave by February 2020*

MFO No.	Description of MFO's/PAPs	Success Performance Indicators (PI)	Units/Persons Responsible	Center Target	% of Accomplishment	Details of Accomplishment	Rating				REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
							Quality	Effeciency	Timeliness	Average	
UMFO1. ADVANCED EDUCATION SERVICES											
OVPI MFO 1. Graduate Degree Program Management Services											
	PI 1: Percentage of graduate school faculty in research work applied in any of the following										
		a. Pursuing advanced research degree program (Ph.D)*									
		b. Actively pursuing in the last 3 years (investigative		3	100%	3	5	5	5	5	

		research, basic and applied scientific research, policy research social science)									
		c. Producing technologies for commercialization or livelihood improvement		1	100%	1	5	5	5	5	
		d. Whose research resulted in extension program		1	200%	2	5	5	5	5	
OVPI MFO 2. Graduate Student Management Services											
	P1 2: Total FTE monitored	a. Actual Faculty's FTE	PCRTC Core Staff	2	125.05%	13.78	5	5	5	5	
	PI 8: Number of graduate students advised	a. Number of graduate students advised	PCRTC Core Staff	2	150%	3	5	5	5	5	
		b. Number of students advised on thesis/special problems/dissertation	PCRTC Core Staff	2	150%	3	5	5	5	5	
		As GAC Chairman	PCRTC Core Staff	2	100%	2	5	5	5	5	
		As GAC Member	PCRTC Core Staff	2	100%	2	5	5	5	5	

		c. Number of students entertained for consultation purposes	PCRTC Core Staff	10	100%	10	5	5	5	5	
	PI 9: Number of instructional materials developed	a. Number of on-line ready coursewares developed and submitted fro review	PCRTC Core Staff								
		<i>Online ready courseware</i>		3	100%	3	5	5	5	5	
		<i>Supplemental learning resources</i>		6	100%	6	5	5	5	5	
		<i>Assessment tools</i>									
		b. Number of virtual classroom		3	100%	3	5	5	4	4.67	
UMFO 2. HIGHER EDUCATION SERVICES											
OVPI MFO 3. Higher Education Management Services											
	PI 5: Total FTE coordinated, implemented & monitored*	a. Actual Faculty,s FTE	PCRTC Core Staff	30	301.20%	90.36	5	5	5	5	
		b. Number of student research and field practice advising	PCRTC Core Staff	15	100%	15	5	5	5	5	
		c. Number of hours spent on student consultation	PCRTC Core Staff	60	100%	150	5	5	5	5	

	PI 8: Number of students advised*	a. Number of students advised	PCRTC Core Staff	2	200%	4	5	5	5	5	
		<i>As SRC Chairman</i>		2	200%	4	5	5	5	5	
		<i>As SRC Member</i>		4	150%	6	5	5	5	5	
	PI 10: Number of instructional materials developed	a. Number of online-courseware developed and submitted:	PCRTC Core Staff								
		<i>Online ready courseware</i>	PCRTC Core Staff	5	140%	7	5	5	5	5	
		<i>Supplemental learning resources</i>	PRDC Core Staff	10	140%	14	5	5	4	4.67	
		<i>Assessment tool</i>	PCRTC Core Staff	10	140%	14	5	5	5	5	
		b. Number of virtual rooms created and operational	PCRTC Core Staff	5	140%	7	5	5	5	5	
	PI 11. Additional Outputs	a. Other outputs implementing the new normal due to COVID-19	PCRTC Core Staff	2	100%	2	5	5	5	5	
UMFO 3. RESEARCH PAPERS											
MFO 3: Research Services											
	PI 1. Number of research outputs in the last three years utilized by the industry or	a. Number of R&D outputs patented/commercialized/	PCRTC Core Staff	10	200%	10	5	5	5	5	

	by other beneficiaries*	used by the industry or by other beneficiaries <ul style="list-style-type: none"> • Rootcrop varieties • Food product 									
	PI 2. Number of research outputs completed within the year*	a. Number of research outputs completed within the year		3	133.33%	4	5	5	5	5	
	PI 3. Percentage of research outputs published internationally-referred or CHED recognized journal within the year (2%)	a. Number of research and development outputs in the fields of agro-industrial technology* published in CHED recognized refereed journals	PCRTC Core Staff	7	28.57%	2	5	4	4	4.33	1 for Jan-June 2020 output 1 for July-Dec 2020 output
	PI 4. Number of research outputs presented in regional/national/int'l fora/conferences	a. International fora/conferences	PCRTC Core Staff	7	28.57%	2	5	4	4	4.33	
		b. In National/Regional fora/conferences	PRDC Core Staff	40	105%	42	5	5	5	5	
	PI 5. Percent of research proposals approved	a. Percentage of research proposals prepared, submitted & approved	PCRTC Core Staff	80.00%	125.00%	100.00%	5	5	4	4.67	
	PI 6. Additional	a. Number of research related	PCRTC Core	1	200%	2	5	5	5	5	1 -individual

	outputs	awards (research conducted by faculty or student with faculty)	Staff								1 -group category
		b. Research funds / resources externally generated	PCRTC Core Staff	5,000,000.00	105.43%	5,271,703.00	5	5	5	4.67	
		c. Acquisition of research equipment	PCRTC Core Staff	1	200%	2	5	5	5	4.33	

UMFO 4. EXTENSION SERVICES											
MFO 4: Extension Services											
	PI 1. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities	a. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities	Extension and Socio-economic Division (ESED)	5	1,160%	58	5	5	5	5	
	PI 2. Number of trainees weighted by the length of training	a. Number of trainees weighted by the length of training	ESED	500	1,225.40%	6,122.00	5	5	5	5	
	PI 3. Number of extension programs organized and supported with the SUC's mandated and	a. Number of extension programs organized and supported with the SUC's mandated and	ESED	4	150%	6	5	5	5	5	

	priority programs	priority programs									
	PI 4. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	a. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	ESED	85	117.65%	100	5	5	5	5	
	PI 5. Number of technical/expert services	a. Research mentoring	PCRTC Core Staff	10	140%	14	5	5	5	5	
		a. Peer reviewers/Panelists	PCRTC Core Staff	2	150%	3	5	5	5	5	
		b. Resource Persons	PCRTC Core Staff	3	200%	6	5	5	5	5	
		c. Convenor/Organizer	PCRTC Core Staff	1	100%	1	5	5	5	5	
		d. Evaluator	PCRTC Core Staff	1	200%	2	5	5	5	5	
	PI 8. Percent of extension proposals approved	a. Percent of extension proposals, prepared, submitted & approved	PCRTC Core Staff	80.00%	125.00%	100.00%	5	5	4	4.67	
	PI 11. Additional Outputs										
		a. Number of trainings / workshops	ESED	7	157.14%	11	5	5	5	5	

		symposia conducted									
		b. Number of distributed IEC materials/technog uides developed/used	ESED	300	230.33%	691	5	5	5	5	Extension / Administrative Div.
		c. Percent of requests for IEC materials responded within 3 days		90	111.11%	100	5	5	5	5	
		d. Number of walk-in clientele briefed with PhilRootcrops technologies	Extension / Admin Division	450			5	5	5	5	Due to COVID-19 pandemic, the University stopped accepting walk-in visitors
		e. Production and distribution of root crops of planting materials distributed / sold	Production Division	150,000	626.80%	940,200.00	5	5	5	5	Production Division
		f. Production of sweet potato weevil pheromone	Pest Management Division	100	150%	150	5	5	5	5	
		g. Production of food products	Post harvest division	300	200%	600	5	5	5	5	
		h. Amount of extension money generated from external funding (Thousand PHP)	ESED	150,000.00	66,780.00%	10,170,000.00	5	5	5	5	Cost sharing of trainings and other extension activities (food,

											materials, travel expenses and infrastructure)
		i. Amount of extension money generated from institutional funding (Thousand PHP)	ESED	150,000.00	380.00%	570,000.00	5	5	5	5	IEPR's budgetary allocation for 2020 plus funding of another proposal Product Portfolio Development
UMFO 5. SUPPORT TO OPERATIONS											
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	a. Number of faculty pursuing advanced research degree	PCRTC Core Staff	1	100%	1	5	5	5	5	
	OVPI MFO 2. Faculty Recruitment/Hiring Services										
	PI 2: Number of faculty recruited/hired based on needed competencies and aligned with	a. Number of faculty recruited/hired based on needed competencies and aligned with ISO standards	PCRTC Core Staff	1	100%	1	5	5	4	4.67	

	ISO standards										
	OVPI MFO 3. Faculty Evaluation Services										
	PI 4. Number of seminars/trainings/conventions/workshops coordinated outside university	a. Number of seminars/trainings/conventions/workshops coordinated outside university	PCRTC Staff Core	7	157.14%	11	5	5	5	5	
	PI 5. Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subjects evaluated	a. Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subjects evaluated	PCRTC Staff Core	80%	125%	100	5	5	5	5	
	PI 6. Number of in-house seminars/trainings/workshops/reviews conducted	a. Number of in-house seminars/trainings/workshops/reviews conducted	PCRTC Staff Core and Researchers	1	100%	1	5	5	4	4.67	
	OVPI MFO 4. Program and Institutional Accreditation Services										
	PI 8. Compliance to all requirements thru the establishments/adequate implementation, maintenance and improvement of	a. Compliance to all requirements of QMS core processes of the university under ISO 9001:2015	PCRTC Staff Core	Zero non-conformity	100%	Zero non-conformity	5	5	5	5	

	the QMS of the core processes of the College/department under ISO 9001:2015										
		b. Compliance to all requirements of the program and institutional accreditations	PCRTC Core Staff	100% compliant	100%	100% compliant	5	5	5	5	
	PI 7. Additional Outputs:	a. Compliance to 3 years renewal of BPI accreditation to PhilRootcrops as accredited producer of quality cassava planting materials	PCRTC Director	100% compliant	100%	100% compliant	5	5	5	5	
UMFO 6. GENERAL ADMIN. AND SUPPORT SERVICES											
MFO 6: General Admin. and Support Services											
	PI 1. Submission of PPMP for the following year within deadline as prescribed by BAC	a. Submission of PPMP for the following year within deadline as prescribed by BAC	PCRTC Admin Staff and Researchers	100%	100%	100%	5	5	5	5	
	PI 2. Zero percent complaint from clients served	a. Zero percent complaint from clients served	PCRTC Core & Admin Staff	100%	100%	100%	5	5	5	5	
	PI 3. Number of coaching sessions among	a. Number of coaching sessions among faculty &	PCRTC Core Staff	2	100%	2	5	5	5	5	

	faculty & staff	staff									
	PI 4. Number of planning sessions, tracking and monitoring of targets, etc. Conducted to ensure attainment of departments targets	a. Number of planning sessions, tracking and monitoring of targets, etc. Conducted to ensure attainment of departments targets	PCRTC Core Staff	1	100%	1	5	5	4	4.67	
	PI 5. Number of monthly/special faculty & staff meetings conducted	a. Number of monthly/special faculty & staff meetings conducted	PCRTC Core Staff	2	200%	4	5	5	4	4.67	
	PI 3. Additional Outputs										
		a. Number of Best practices/new initiatives in academic units' management replicated/benchmarked by other depts/agencies	PCRTC Core Staff	2	100%	2	5	5	5	5	
		b. Proactive in providing technical services through: 1. Root crop nurseries and demo farms 2. Radio program 3. Webinars 4. FB page	PCRTC Core Staff	100%	100%	100%	5	5	5	5	

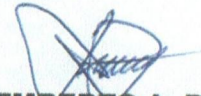
	c. Linkage with LGU Baybay with MOU to support the sweet potato processing industry	PCRTC Core Staff	1	200%	2	5	5	5	5	1 MOU on production 1 MOU on processing
	Total Over-all Rating								330.02 / 335	
	Average Rating			4.93	Comments and Recommendations for Development purposes:					
	Approved Additional Points (w/copy of Approval)									
	FINAL RATING			4.93						
	ADJECTIVAL RATING			Outstanding						

Received by:


DILBERTO O. FERRAREN
 VP for Planning and Res. Gen

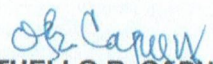
Date: _____

Calibrated by:


REMBERTO A. PATINDOL
 VP for Administration and Finance

Date: _____

Recommending Approval:


OTHELLO B. CAPUNO
 OIC-VP for Res., Extension
 & Innovation

Date: _____

Approved by:


EDGARDO E. TULIN
 President

Date: _____

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