

641/3382 1/19

"Exhibit A"

OFFICE PERFORMANCE COMMITMENT & REVIEW FORM (OPCR)

I, **ROMEL B. ARMECIN**, Head of the **Ecological Farm and Resource Management Institute (Eco-FARMID, Visayas State University)** commits to deliver and agree to be rated on the attainment of the following targets with accomplishments in accordance with the indicated measures for the period **January 2019** to **June 2019**.

OTHELLO B. CAPUNO
OTHELLO B. CAPUNO
 VP, Research & Extension

Approved:

EDGARDO E. TULIN
 President

RECEIVED
 10 DEC 2019
 OUPPR/Gen

NA
ROMEL B. ARMECIN
 Head of Unit
 Date: July 5, 2019

MFOs/PAPs	Success Indicators	Target	Actual Accomplishment	Unit/Persons Responsible	Rating				Remarks
					Q ¹	E ²	T ³	A ⁴	
MFO1: Advanced Education Service	P11: Total FTE monitored	1	0.83	Eco-FARMID Director & Core Staff	4	4	4	4	
	P12: Number of graduate students advised	4	5	Eco-FARMID Director & Core Staff	5	5	5	5	
	P13: Additional outputs: Number of reviewed and signed documents for graduate students	200	404	Core staff	5	5	5	5	
	Number of revised presentations for graduate classes	1	1	Core staff	4	4	4	4	

MFOs/PAPs	Success Indicators	Target	Actual Accomplishment	Unit/Persons Responsible	Rating				Remarks
					Q ¹	E ²	T ³	A ⁴	
MFO2: Higher Education Services	Number of GAC membership monitored	2	2	Eco-FARMI Director & Core Staff	4	4	4	4	
	P11: Total FTE monitored	10	22	Eco-FARMI Director & Core Staff	5	5	5	5	
	P15: Number of academe/industry linkage established								
	P16a: Number of students advised	5	10	Eco-FARMI Director & Core staff	5	5	5	5	
	P16b: Number of student organizations advised/assisted								
	P17: Number of instructional materials revised/developed								
	P18: Additional outputs; Number of SRC membership monitored	5	8	Eco-FARMI Director & Core Staff	5	5	5	5	
	Number of hours spent for student consultation	8	32	Eco-FARMI Director & Core Staff	5	5	5	5	
MFO3: Research Services	P11: Number of published papers in internationally indexed journal (institutional)								
	P12: Number of research outputs presented in regional/national/int'l fora/conferences	1	1	Eco-FARMI Core staff	4	4	4	4	

MFOs/PAPs	Success Indicators	Target	Actual Accomplishment	Unit/Persons Responsible	Rating				Remarks
					Q1	E2	T3	A4	
	P13: Number of research projects conducted and/or completed on schedule	13	16	Eco-FARMI Director, Core Staff, SRAs	5	5	5	5	
	P14: Number of research proposal submitted	2	2	Eco-FARMI Core staff	4	4	4	4	
	P15: Percent of research proposals approved								
	P16: Amount of research money generated from external funding	4.85M	6.53M	Eco-FARMI Director & Core staff	5	5	5	5	
	P17: Amount of research money generated from institutional funding	70K	349,891.00	Eco-FARMI Director & Core staff	5	5	5	5	
	P18: Additional outputs: Number of collaborative research conducted	1	1	Eco-FARMI Director & Core Staff	4	4	4	4	
	Number of quarterly accomplishment report submitted	2	2	Eco-FARMI Director & Core Staff	4	4	4	4	
MFO4: Extension Services	P11: Number of person-days trained weighted by length of training	150	266.88	Eco-FARMI Director & Core Staff	5	5	5	5	
	P12: Number of IEC materials/techno-guides developed/ used	3	5	Eco-FARMI Director & Core Staff	5	5	5	5	
	P13: Number of beneficiaries served	50	150	Eco-FARMI Core Staff, SRA & AgriTech	5	5	5	5	

MFOs/PAPs	Success Indicators	Target	Actual Accomplishment	Unit/Persons Responsible	Rating				Remarks
					Q ¹	E ²	T ³	A ⁴	
	P14: Number of extension projects conducted and/or completed on schedule	2	2	Eco-FARMI Director & Core Staff	4	4	4	4	
	P15: Number of extension proposal submitted	1	1	Eco-FARMI Director & Core Staff	4	4	4	4	
	P16: Percent of extension proposal approved								
	P17: Amount of extension money generated from institutional funding		150K	Eco-FARMI Core Staff	5	5	5	5	
	P18: Additional outputs No. of training-workshop coordinated			Eco-FARMI Core Staff					
	No. of IEC materials distributed	200	390	Eco-FARMI Staff	5	5	5	5	
	Number of articles reviewed for publication	2	3	Eco-FARMI Core Staff	5	5	5	5	
MFO5: Support to Operations	P11: Number of university seminars/trainings/conventions coordinated								
	P12: Number of in-house seminars/trainings/coordinated								
	P13: Amount of income generated from activity								
MFO6: General Administration & Support Services	P11: Number of staff supervised and monitored (regular/casual & SRAs)	21	21	Eco-FARMI Director & Core Staff	4	4	4	4	

MFOs/PAPs	Success Indicators	Target	Actual Accomplishment	Unit/Persons Responsible	Rating				Remarks
					Q ¹	E ²	T ³	A ⁴	
	<u>P12.</u> Number of meetings conducted	5	8	Eco-FARMI Staff	5	5	5	5	
	<u>P13.</u> Number of letters/ memos issued	5	7	Eco-FARMI Staff	5	5	5	5	
	<u>P14.</u> Number of reports/documents submitted	10	18	Eco-FARMI Staff	5	5	5	5	
	<u>P15.</u> Number of documents reviewed /signed	200	310	Eco-FARMI Director & Core Staff	5	5	5	5	
	<u>P16.</u> Amount of funds generated outside VSU								
	<u>P17.</u> Number of IGP/STF project supervised	1	1	Eco-FARMI Director	4	4	4	4	
	<u>P18.</u> Number of reports/docs reviewed	200	360	Eco-FARMI Director and Core Staff	5	5	5	5	
	<u>P14.</u> Additional outputs:								
	Efficient and customer-friendly frontline service	Zero complaints from clients	Zero complaints from clients	Eco-FARMI Staff	4	4	4	4	
	Effectively acted administrative/financial documents	150	390	Eco-FARMI Staff	5	5	5	5	
	Effectively implement SPMS (OPCR/IPCR preparation)	1/8	1/8	Eco-FARMI Staff	4	4	4	4	

	Monthly production and sales report submitted to IGPO	6	6	Eco-FARMI Staff	4	4	4	4	
	Closely Monitored maintenance of Eco-FARMI vehicle and farm equipment	10	10	Eco-FARMI Staff	4	4	4	4	
Total Over-all Rating									
Average Rating									
Adjectival Rating									

Received by:


Planning Office

Date: _____

Calibrated by:


REMBERTO A. PATINDOL
Chairman, PMT

Date: _____

Recommending Approval:


OTHELLO B. CAPUNO
VP, Research & Extension

Date: _____

Approved by:


EDGARDO F. TULIN
President

Date: _____

- 1 - Quality
- 2 - Efficiency
- 3 - Timeliness
- 4 - Average