

OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

"Exhibit B"



I, **MARISEL A. LEORNA**, OIC-Director of the NATIONAL COCONUT RESEARCH CENTER-Visayas 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 JUNE 2021

Approved by:

MARISEL A. LEORNA
Center Director
Date:

ROSA OPHELIA D. VELARDE
Director for Research
Date:

MARIA JULIET C. CENIZA
Vice President, OVPREI

Date:

| 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 | Efficiency | Timeliness | Average | |
| OVPI MFO 2. Graduate Student Management Services | | | | | | | | | | | |
| | PI 8: Number of graduate students advised * | A2. Number of students advised | Acts as academic adviser to graduate students | | 100.00% | 1 | 5 | 5 | 4 | 4.67 | |
| OVPI UMFO 3. Higher Education Management Services | | | | | | | | | | | |
| | PI 5: Total FTE, coordinated, implemented and monitored * | A9. Actual Faculty's FTE | NCRC Core Staff | 9 | 227.78% | 20.5 | 5 | 5 | 5 | 5.00 | |
| | | A10. Number of grade sheets submitted within prescribed period | NCRC Core Staff | 3 | 133.33% | 4 | 5 | 5 | 5 | 5.00 | |
| | | A 11. Number of INC forms with grade submitted within prescribed period | NCRC Core Staff | | 100.00% | 8 | 5 | 5 | 4 | 4.67 | |

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|-----------------------------------|---|--|-------------------------------|----|---------|-----|---|---|---|------|--|
| | | A12 Number of trainings attended related to instruction | NCRC Core Staff | | 600.00% | 6 | 5 | 5 | 5 | 5.00 | |
| | | A13. Number of long examinations administered and checked | NCRC Core Staff | 1 | 100.00% | 1 | 5 | 5 | 4 | 4.67 | |
| | | A14. Number of quizzes (assessment / learning tasks administered and checked | NCRC Core Staff | 5 | 100.00% | 5 | 4 | 5 | 5 | 4.67 | |
| | PI 8: Number of students advised: * | A16. Number of students advised: | NCRC Core Staff | | 200.00% | 2 | 5 | 5 | 5 | 5.00 | |
| | | AA17. Number of students advised on thesis/ field practice/special As SRC Member | NCRC Core Staff | | 100.00% | 1 | 5 | 5 | 5 | 5.00 | |
| | | A18. Number of students entertained for consultation purposes | NCRC Core Staff | 20 | 580.00% | 116 | 5 | 5 | 5 | 5.00 | |
| | PI 10: Number of instructional materials developed * | A 21 : Number of on-line course ware developed and submitted : | NCRC Core Staff | | 200.00% | 2 | 5 | 5 | 5 | 5.00 | |
| | | On-line ready courseware | NCRC Core Staff | 1 | 100.00% | 1 | 5 | 5 | 4 | 4.67 | |
| | | Supplemental learning resources | NCRC Core Staff | 1 | 100.00% | 1 | 5 | 5 | 4 | 4.67 | |
| | | Assessment tools | NCRC Core Staff | 1 | 100.00% | 1 | 5 | 5 | 4 | 4.67 | |
| | | A 23 : Number of on-line course ware reviewed by TRP & edited by MMDC editor | NCRC Core Staff | 1 | 100.00% | 1 | 5 | 5 | 4 | 4.67 | |
| | | A 24 : Number of virtual classroom created and operational | NCRC Core Staff | 1 | 200.00% | 2 | 5 | 5 | 5 | 5.00 | |
| | | A 26. Other outputs implementing the new normal due to covid 19 | NCRC Core Staff | | 100.00% | 1 | 5 | 5 | 4 | 4.67 | |
| UMFO 3 . RESEARCH SERVICES | | | | | | | | | | | |
| | PI 1. Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries * | A27. Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries * | NCRC Core Staff / Researchers | 1 | 200.00% | 2 | 5 | 5 | 5 | 5.00 | |

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| PI 2. Number of research outputs completed within the year * | A 28. Number of research outputs completed within the year * | NCRC Core Staff / Researchers | 2 | 200.00% | 4 | 5 | 5 | 5 | 5.00 | |
| PI 4. Number of research outputs presented in regional/national/ int'l fora/conferences | A 30. Number of research outputs presented in regional/national/ int'l fora/conferences * | | | | | | | | | |
| | In institutional fora/conferences | NCRC Core Staff / Researchers | 3 | 166.67% | 5 | 5 | 5 | 5 | 5.00 | |
| PI 5. Percent of research proposals approved * | A 31. Percentage of of research proposals prepared, submitted and approved | | 50.00% | 500.00% | 250% | 5 | 5 | 5 | 5.00 | |
| PI 6. Additional outputs* | A 32. No. of research-related awards (research conducted by faculty or student w/ faculty) | | 1 | 100.00% | 1 | 5 | 5 | 4 | 4.67 | |
| | A 34. Number of UMs submitted to ITSO, VSU | | 1 | 100.00% | 1 | 5 | 5 | 4 | 4.67 | |
| | A 35. Other outputs implementing the new normal due to covid 19 | | 1 | 100.00% | 1 | 5 | 5 | 4 | 4.67 | |
| | Number of technologies generated and utilized by industries and farmers or other clients | | 3 | 233.33% | 7 | 5 | 5 | 5 | 5.00 | |
| UMFO 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 36. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders facilitated and maintained | NCRC Core Staff / Researchers | 1 | 200.00% | 2 | 5 | 5 | 5 | 5.00 | |
| PI 2. Number of trainees weighted by the length of training | A 37. Number of trainees weighted by the length of training | NCRC Core Staff / Researchers | 8 | 212.50% | 17 | 5 | 5 | 5 | 5.00 | |

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|---|---|-------------------------------|-----|---------|------|---|---|---|------|
| PI 3. Number of extension programs organized and supported consistent with the SUC's mandated and priority programs | A 38. Number of extension programs/projects implemented | NCRC Core Staff / Researchers | 3 | 233.33% | 7 | 5 | 5 | 5 | 5.00 |
| 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 39. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance | NCRC Core Staff / Researchers | 75% | 133.33% | 100% | 5 | 5 | 4 | 4.67 |
| PI 5. Number of technical/expert services | A 40. Number of technical/expert services as/in: | NCRC Core Staff / Researchers | | | | | | | |
| Research Mentoring | Research Mentor | | 5 | 120.00% | 6 | 5 | 5 | 4 | 4.67 |
| Resource Persons | Resource Persons | NCRC Core Staff / Researchers | 3 | 233.33% | 7 | 5 | 5 | 5 | 5.00 |
| Consultancy | Consultant | NCRC Core Staff / Researchers | 1 | 100.00% | 1 | 5 | 5 | 4 | 4.67 |
| PI 8. Percent of extension proposals approved * | A 41. Percent of extension proposals approved * | NCRC Core Staff / Researchers | | | | | | | |
| PI 11. Additional outputs * | A 42. No. of extension-related awards (extrn. conducted by faculty or student & faculty) * | | | | | | | | |
| | A 43. Other outputs implementing the new normal due to covid 19 | NCRC Core Staff / Researchers | 1 | 200.00% | 2 | 5 | 4 | 5 | 4.67 |
| | Number of beneficiaries served with technical assistance | NCRC Core Staff / Researchers | | | | | | | |
| | Groups | NCRC Core Staff / Researchers | 2 | 150.00% | 3 | 5 | 4 | 5 | 4.67 |
| | Individuals | NCRC Core Staff / Researchers | 70 | 222.86% | 156 | 5 | 5 | 5 | 5.00 |

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|---|---|--|---|----------------|---------|----------------|---|---|---|------|--|
| | | Number of IEC materials/technologies developed / used | NCRC Core Staff / Researchers | 3 | 200.00% | 6 | 5 | 5 | 5 | 5.00 | |
| | | No. of copies of IEC materials distributed | NCRC Core Staff / Researchers | 140 | 174.29% | 244 | 5 | 5 | 5 | 5.00 | |
| UMFO 5. SUPPORT TO OPERATIONS | | | | | | | | | | | |
| OVPI MFO 1. Faculty Development Services | | | | | | | | | | | |
| | | Number of faculty pursuing advanced research degree programs facilitated, monitored and assisted | NCRC Core Staff | 1 | 100.00% | 1 | 5 | 5 | 4 | 4.67 | |
| | | Number of In-house seminars/training/workshops/reviews conducted/attended | NCRC Core Staff | 1 | 200.00% | 2 | 4 | 5 | 5 | 4.67 | |
| Income Generating and Production Services | | | | | | | | | | | |
| Sustainable Income generation activities to support University activities | | Number of STF/IGP's monitored, supervised and managed | Manages and monitors STF and Income Generating Projects of the Center | 3 | 166.67% | 5 | 5 | 4 | 5 | 4.67 | |
| | | Number of technologies commercialized / used by the industry | | 2 | 300.00% | 6 | 5 | 5 | 5 | 5.00 | |
| UMFO 6. General Admin. & Support Services | | | | | | | | | | | |
| PI 2. Zero percent complaint from clients served | A 46. Customer friendly frontline services | | NCRC Core Staff, SRA/Aide, Admin Aides, Laborers | Zero complaint | 100.00% | Zero complaint | 5 | 5 | 5 | 5.00 | |
| Efficient office management and maintenance | | Number of NCRC-V personnel supervised and monitored | Department head | 12 | 333.33% | 40 | 5 | 5 | 5 | 5.00 | |
| | | Submission of Center's PPMP for the following year within deadline as prescribed by BAC | Department head / Admin Aides | 2 | 150.00% | 3 | 5 | 5 | 5 | 5.00 | |
| | | Number of NCRC-V meetings conducted/ attended | NCRC Core Staff, SRA/Aide, Admin Aides | 12 | 183.33% | 22 | 5 | 5 | 5 | 5.00 | |

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|--|---|--|------|---------|------|---|---|---|------|--|
| | Number of documents reviewed/evaluated, signed and approved | NCRC Core Staff, SRA/Aide, Admin Aides | 75 | 266.67% | 200 | 5 | 5 | 5 | 5.00 | |
| | Number of University committees/council meetings attended | NCRC Core Staff, SRA/Aide, Admin Aides | 5 | 300.00% | 15 | 5 | 5 | 5 | 5.00 | |
| | Number of reports prepared/reviewed/submitted, data and other information requested by other offices | NCRC Core Staff, SRA/Aide, Admin Aides | 5 | 100.00% | 5 | 5 | 5 | 5 | 5.00 | |
| | Number of visitors/clients/investor briefed and entertained | NCRC Core Staff, SRA/Aide, Admin Aides | 15 | 166.67% | 25 | 5 | 5 | 5 | 5.00 | |
| | Number of documents photocopied/scanned | NCRC Core Staff, SRA/Aide, Admin Aides | 115 | 139.13% | 160 | 5 | 5 | 5 | 5.00 | |
| | Number of office email sent, attachment downloaded/printed | NCRC Core Staff, SRA/Aide, Admin Aides | 50 | 420.00% | 210 | 5 | 5 | 5 | 5.00 | |
| | Number of documents sorted | NCRC Core Staff, SRA/Aide, Admin Aides | 100 | 133.00% | 133 | 5 | 5 | 5 | 5.00 | |
| | Percentage of trips completed for in campus & outcampus trips to conduct/fetch NCRC Personnel to their destinations | NCRC Core Staff, SRA/Aide, Admin Aides | 100% | 100.00% | 100% | 5 | 5 | 5 | 5.00 | |
| | Number of documents prepared/processed (i.e. travel, payrolls, appointments, replenishments, PRs, RIS, fuel vouchers, trip tickets, PPMP, etc). | NCRC Core Staff, SRA/Aide, Admin Aides | 50 | 420.00% | 210 | 5 | 5 | 5 | 5.00 | |
| | Number of research / extension reports and budget prepared / encoded and printed | NCRC Core Staff, SRA/Aide, Admin Aides | 6 | 166.67% | 10 | 5 | 5 | 5 | 5.00 | |
| | Number of research proposals encoded & printed | NCRC Core Staff, SRA/Aide, Admin Aides | 2 | 150.00% | 3 | 5 | 5 | 5 | 5.00 | |
| | Number of power point presentation, layout backdrops and welcome tarp prepared | NCRC Core Staff, SRA/Aide, Admin Aides | 3 | 100.00% | 3 | 5 | 5 | 4 | 4.67 | |
| | Number of OPCRC/IPCR helped prepared/encoded | NCRC Core Staff, SRA/Aide, Admin Aides | 10 | 100.00% | 10 | 5 | 5 | 4 | 4.67 | |

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|---|--|--|-------------------------------|--|-----------|---|---|---|--------|
| | Number of workloads and class schedules prepared | NCRC Core Staff, SRA/Aide, Admin Aides | 2 | 100.00% | 2 | 4 | 5 | 4 | 4.33 |
| | Number of communication and notice of meetings prepared | NCRC Core Staff, SRA/Aide, Admin Aides | 10 | 150.00% | 15 | 5 | 5 | 5 | 5.00 |
| | Number of project/study leaders appointment prepared | NCRC Core Staff, SRA/Aide, Admin Aides | 8 | 187.50% | 15 | 5 | 5 | 5 | 5.00 |
| | Maintains/check the NCRC Vehicle to ensure its availability, cleanliness and in good running condition | NCRC Core Staff, SRA/Aide, Admin Aides | 1x a week maintained /checked | 400.00% | 4x a week | 5 | 5 | 5 | 5.00 |
| | Number of documents sorted / consolidated for filing | NCRC Core Staff, SRA/Aide, Admin Aides | 150 | 210.00% | 315 | 5 | 5 | 5 | 5.00 |
| Total Over-all Rating | | | | | | | | | 302.33 |
| Average Rating | | | 4.88 | Comments and Recommendations for Development Purposes: | | | | | |
| Approved Additional Points (w/ copy of A[proval]) | | | | | | | | | |
| FINAL RATING | | | 4.88 | | | | | | |
| ADJECTIVAL RATING | | | OUTSTANDING | | | | | | |


Received by:


Calibrated by:


Evaluated & Rated by:


Recommending Approval:

Approved by:


DANIEL LESLIE S. TAN
 Planning Office
 Date: **OCT 14 2021**


REMBERTO A. PATINDOL
 PMT
 Date:


ROSA OPHELIA D. VELARDE
 Director for Research
 Date:


MARIA JULIET C. CENIZA
 Vce President, OVPREI
 Date:


EDGARDO E. TULIN
 President
 Date: