

OFFICE PERFORMANCE COMMITMENT & REVIEW FORM (OPCR)

I, ROBELYN T. PIAMONTE, Unit Head of the Plant Disease Diagnostic Laboratory commits to deliver and agree to be rated on the attainment of the following targets and accomplishments in accordance with the indicated measures for the period July to December 2022.

ROBELYN T. PIAMONTE

Dept./Unit Head

Approved:

MARIA JULIET C. CENIZA

VP for Research, Extension and Innovation



MFOs/PAPs	Success Indicators	Unit/Persons Responsible	Target	Actual Accomplishment	Rating				Remarks
					Q ¹	E ²	T ³	A ⁴	
OVPRE MFO:I Research and Support Services	Number of served researchers and students that used the laboratory facilities with close supervision	Head and SRS	2	12	5.0	5.0	5.0	5.0	
MFO:2 Extension Services	Number of walk- in clients like students, researchers, visitors that demands services of the laboratory and staff	Head and SRS	3	97	5.0	5.0	5.0	5.0	
	Number of fora attended	Head and SRS	2	5	5.0	5.0	5.0	5.0	
MFO:3 Diagnostic Services	Number of consultations of on-line clients regarding plant disease problems	Head and SRS	1	3	5.0	5.0	5.0	5.0	
	Number of times clients used the equipment for molecular analysis with supervision	Head and SRS	1	45	5.0	5.0	5.0	5.0	

	Number of samples analyzed through routine diagnosis, and microbial analysis	Head and SRS	1	43	5.0	5.0	5.0	5.0	
	Number of laboratory analysis results released	Head and SRS	2	6	5.0	5.0	5.0	5.0	
MFO:4 Administrative Services	Number of prepared and submitted vouchers, contract and other documents	Head and SRS	5	19	5.0	5.0	5.0	5.0	
	Number of received communications/documents from other office	Head and SRS	7	15	5.0	5.0	5.0	5.0	
	Number of laboratory accomplishment reports, IPCR, OPCR, and other ISO related documents	Head and SRS	2	38	5.0	5.0	5.0	5.0	
	Number of equipment, lab repair facilitated	Head and SRS	1	3	5.0	5.0	5.0	5.0	
	Number of laboratory equipment maintained with written maintenance report	SRS	10	39	5.0	5.0	5.0	5.0	
	Number of meetings and webinars related to overall activities of the laboratory	Head	1	16	5.0	5.0	5.0	5.0	
		SRS	1	11	5.0	5.0	5.0	5.0	
	Income Generating Services (Service fess and others)		P 10,000.00	P 25, 797.00	5.0	5.0	5.0	5.0	
	Zero complaint received	Head and SRS		0					
	Number of positive feedback	Head and SRS	2	3					
	Number of CARS, NCs, OFIs	Head and SRS		1-Minor NC 3-OFI's					No major NC. One minor NC on none-calibration of laboratory instruments and

									equipment, due to lack of budgetary allocation for calibration.
Total Over-all Rating									—
Average Rating									—
Adjectival Rating									Outstanding

Received by:


TONY MARC L. DARGANTES
 Planning Office

Date: JAN 06 2023

Calibrated by:


DANIEL LESLIE S. TAN
 PMT Chair

Date: JAN 09 2023

Approved by:


EDGARDO E. TULIN
 University President

Date: 1/10/2023

- 1 – quality
- 2 – Efficiency
- 3 – Timeliness
- 4 – Average