Visayas State University

Department of Pest Management

COLLEGE OF AGRICULTURE AND FOOD SCIENCE

Visca, Baybay City, Leyte

6VPPRCEA PCCTONICA 2 8 OCT 2019 OVPPRCEA

OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

I, ELVIRA L. OCLARIT, OIC-Head of the Department of Pest Management, commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period <u>January to June</u>, 2019.

ELVIRAL. OCLARIT

OIC-Head

Date: 30 June 2019

VICTOR B. ASIC

Dean, CAFS

Personnel	Number	FTE/sem	FTE/Summer FTE Total	1
Department Head	1	4.0	0.0 8.00	
Faculty w/ Univ. Designated Position	3	2.5	0.0 15.00	
Regular Faculty (Vacation & Sick Leaves)	6	8.0	8 96.00	
Admin Staff Members	12	0.0	0.0	
Professor Emeritus	2	Actual	Actual 6.08	

Rating Equivalents:

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

					Actual Accomplishments Rating						
MFO No.	MFO Descrip- tion	Success/Performance Indicator (PI)	Units/Persons Responsible	Target	% Accomplishment as of June 2019	Details of Accom- plishments	Quality	Efficiency	Timeliness	Average	Remark
UMFO 1	Advanced E	ducation Services									
OVPI MFO 1	Graduate D	egree Program Management S	Services								
		Pl 1. Number of graduate	JLLim & Teaching Staff				. 3-				
		degree specializations offered		2	250%	5	5	5	5	5.0	
		and monitored									
		PI2. Total FTE monitored	JLLim	2.00	550.0%	7.67	5	5	5	5.0	
		PI 3. Percentage increase in									
		number of graduate students									
		enrolled									

	Dovernton of and usta		<u></u>		T	T				
	Percentage of graduate									
	school faculty engaged in									
	research work applied in any									
	of the following:	Tarakin Gu K							-	
	Pursuing advanced research	Teaching Staff		20004		_	100			
	degree program (Ph.D.)		1	200%	2	5	5	5	5.0	
OVPI MFO 2	_ Graduate Student Management Services									
	PI 1. Number of graduate				T T	T	T	T	Т	1
	students awarded with									
	scholarships/ assistantship									
	PI 2. Number of students						 	1		
	advised	JLLim & Teaching staff	5	280.00%	14	5	5	-5	5.0	
	P1 3. Number of students								92.	
	graduated on time	JLLim & Teaching staff	1	100.00%	1	5	5	5.5	5.0	
	Percentage of graduate	Jeening reaching stair	,	100.00%	1	-	+	-	-	
	students enrolled in research									
	degree program									
	Percentage of accredited			-					+	
	graduate programs				¥					
UMFO 2	Higher Education Services					1				
OVPI MFO 1	Curriculum Program Management Service	es								
***************************************	Pl 1. Total FTE coordinated	JLLim	40.00	415.73%	166.29	5	5	5	Tes	
	PI 2. Average percentage	Teaching Staff	40.00	415.75%	100.29	- 3	55	5	5.0	***************************************
	passing in licensure in	reaching Staff								8
	1									
	mandated programs PI 3. Number of graduates in	Teaching Staff			MANAGER CONTRACTOR CON	-	_		-	
	mandated programs	reacting stall								
	1		6	483.33%	29	5	.5	5	5.0	
	graduated w/in prescribed									
	PI 4. Percentage increase in	JLLim & Teaching Staff					 		 	
	the number of undergraduate									
*	students who graduated		80%	106.61%	85.3%	5	-5	5	5.0	
	within prescribed period			200,02,0	03.370			2	37.6	
	I within proceed harried									

	<u>PI 5</u> . Number of instructional materials developed									
	New syllabi							3 3	J	
	Revised syllabi	Teaching Staff	2	300%	6	5	5	5	6.0	
	New lecture manual					***************************************				
	Revised lecture manual									
	New lab. manual				The Personal and a second contract of the sec					
	Revised Lab. Manual		North MAT All recent describer recent and entering recent and the second recent						-	
	New Powerpoint lecture				N. (4) (4) (4) (4) (4) (4) (4) (4) (4) (4)					
	presentation (per course)									
	Revised Powerpoint lect.	Teaching Staff	2	300%	6	<i>5</i>	-5	5	5.0	
	presentation (per course)			300%	0		~	3	35.0	
	On-line course lecture									
	materials On-line course laboratory								 	
	materials									
	PI 8. Additional outputs			+					-	
	Accreditation of curricular			+				-	-	
	program (2nd level)									
	Number of Computer									
	Software Developed									
	Percentage of first-time			1 1						
	licensure exam-takers that			1						
	Percentage of graduates (2			+					-	
	years prior) that are			1 1						
	employed									
	Percentage of	Aut								
	undergraduate student									
	population enrolled in CHED-									
	identified and RDC-identified									
	priority program									
OVPI MFO 2	Student Management Services									
	PI 1. Number of students									The state of the s
	advised									

	On thesis/field	JLLim & Teaching Staff	6	600.00%	36	-			T	
	practice/special problem		0	600.00%	30	5	3	. 5	5.0	
	On consultation						1			
	PI2. Number of Student							 	1	
	organizations									
	Advised/Assisted									
	Student organizations	JLLim &Teaching staff	1	2000/	2	_				
	advised		1	300%	3	5	5	5	5.0	
	Student organizations	JLLim & Teaching Staff								
	assisted on student related									
	activities									
	PI2. Number of Student									
1	organizations									
	Advised/Assisted									
	PI 3. % increase in no. of									
	undergraduate students									
	enrolled									
	P14. Number of student	Teaching Staff	1	4000/		-gra				
	awards/honors received		1	400%	4	5	5	5	5.0	

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JMFO 3	Research Services								
	PI 1. Number of published	Teaching Staff	T	T	T	T	T	Т	T T
	papers in internationally								
VISAND PARKET TO THE PARKET TO	indexed journals		1						
	In national refereed								
	journals								
	In refereed national		1						
	journals								
	In institutional journals							-	
	Pl 2. Number of research						1		
	outputs presented in		1						
	regional/national/int'l								
	fora/conferences								
	In international	Teaching Staff							
	fora/conferences								
	In national	Teaching Staff							
	fora/conferences								
	In regional	Teaching Staff							
	fora/conferences								

	In institutional				T	T	T	T	T -	
	fora/conferences									1
	PI 3. Number of research	JLLim & Teaching Staff					-	+	+	
1	projects conducted and/o		3	233%	7	-5	5	5	5.0	
	completed on schedule					97	1		3.0	
	PI 4. Number of research	Teaching Staff				- A	-	+	+	
	proposals submitted		2	100%	4	5	5	5	5.0	
	PI 5. Percent of research						 	-	+	
	proposals approved		2%	250%	50%	5	5 5	5	5.0	
	PI 6. Amount of research						-	1	+	
	money generated from		D 450 000 00				5	-5	5.0	
	external funding (Thousar	nd	₱ 150, 000.00	296.13%	₱ 444, 195.00	5	3	-	3.0	
	PHP)									
	PI 7. Amount of research								+	
	money generated from			1						
	institutional funding									
	(Thousand PHP)									
	PI 8. Additional outputs									
	No. of research-related	Teaching Staff						 	+	
	awards (research conduct									
-	by faculty or student w/									
	faculty)									
	Number of research outpu	uts								
	in the last three (3) years									
	utilized by the industry or	by								
	other beneficiaries									
	Number of research outpu									
	completed within the year	.								
	Percentage of research									
	outputs published in									
	internationally-referred or									
	CHED recognized journal									
	within the year									
UMFO 4	Extension Services									
	PI 1. Number of person-da	1								
	The state of the s									
	trained weighted by length	1 OT								
	training									

	Pl 2. Number of IEC			1			T	T	T	T
1	materials/technoguides									
	developed/used									
	PI 3. Number of beneficiaries									
	served									
	Groups	Pest Clinic, Museum	3	333.3%	10	5	5	5	5.0	
	Individuals	Pest Clinic, Museum,	500	226.20%	1,131	-5	5	5	5.0	
	PI 4. Number of extension	Teaching Staff								
	projects conducted and/or		1	200.00%	2	5	5	5	5.0	
	completed on schedule									
	PI 5. Number of extension									
	proposals submitted									
	PI 6. Percent of extension									
	proposals approved									
	PI 7. Amount of extension									
	money generated from								1	
	external funding (Thousand									
	PHP)									
	PI 8. Amount of extension									
	money generated from		₱ 150,000.00	80.00%	₱ 120,000.00	5	4	5	4.67	
	institutional funding		1 250,000.00	00.0070	F 120,000.00					
	(Thousand PHP)									
	PI 9. Additional outputs									
	No. of extension-related									
1	awards (extn. conducted by									
	faculty or student w/ faculty)									
	Number of active									
1	partnerships with LGUs,									
	industries, NGOs, NGAs,									
	SMEs and other stakeholders									
	as a result of extension									
	activities									
	Number of trainees wieghted									
	by the length of training									

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Number of a trade	T		T	T	T		T		
SUC's mandated and priority									
Porcentage of honoficiaries			-		-	-	-	-	
								1	
									1/2.
								1	
relevance									
Support to Operations				1					TOTAL CONTROL OF THE PARTY OF T
Faculty Evaluation Services					***				Section 1
PI 1. Percentage of faculty	Teaching Staff								
rated by students with at									
least very satisfactory rating		80%	125%	100%	5	5	5	5.0	
1									
evaluated									
Program & Institutional Accreditation Ser	vices								
PI 1. Degree program	Department Head	95% compliant	100%	100%	-	-		12.0	
compliant with CHED		33% compliant	100%	100%	3	5	. 5	8.0	
Pl 2. Readiness to SUC	Department Head	95% ready	100%	100%		- 5	-=	50	
levelling by CHED & DBM		3370 TCddy	100%	100%			3	3.0	
	5)								
PI 1. Number of staff	Department Head & CAC	14	200.00%	28	5	5	.5	5.0	
supervised and monitored	Head	17	200.0078	20				34.0	
	Department Head								
meetings conducted		6	417%	25	5	5	5	5.0	
DI 2 Number of deciments	Department Head				Manager 1111				
	Department Head	200	200.0%	400	5	5	5	5.0	
	AMPahan								
	15 27 MARIE 100 MORE 100 MARIE 100 M	7	157%	11	<	_	-	60	
lecture/laboratory rooms	ivivivianagbanag	,	13/76	11	ې	3	5	3.0	
and the first of the state of t									
maintained	AMPahon				***************************************				
PI 5. Area of lawn maintained (sq.m, approx.)	AMPabon, MVManagbanag	750 sq.m.	133.30%	1,000 sq.m	(5	5	્ક	5.0	
	Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance Support to Operations Faculty Evaluation Services PI 1. Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subjects evaluated Program & Institutional Accreditation Services (PI 1. Degree program compliant with CHED PI 2. Readiness to SUC levelling by CHED & DBM General Admin. & Support Services (GASS) PI 1. Number of staff supervised and monitored PI 2. Number of management meetings conducted PI 3. Number of documents evaluated and approved PI 4. Number of academic lecture/laboratory rooms	programs organized and supported cosisted with the SUC's mandated and priority programs. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance Support to Operations Faculty Evaluation Services PI 1. Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subjects avaluated. Program & Institutional Accreditation Services PI 1. Degree program Department Head compliant with CHED PI 2. Readiness to SUC levelling by CHED & DBM General Admin. & Support Services (GASS) PI 1. Number of staff supervised and monitored PI 2. Number of management meetings conducted PI 3. Number of documents evaluated and approved PI 4. Number of academic lecture/laboratory rooms MVManagbanag	programs organized and supported cosisted with the SUC's mandated and priority programs. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance Support to Operations Faculty Evaluation Services Pl 1. Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subjects or subjects Program & Institutional Accreditation Services Pl 1. Degree program Department Head compliant with CHED Pl 2. Readiness to SUC levelling by CHED & DBM General Admin. & Support Services (GASS) Pl 1. Number of staff support Services (GASS) Pl 2. Number of management meetings conducted Pl 3. Number of documents evaluated and approved Pl 4. Number of academic lecture/laboratory rooms MVManagbanag 7	programs organized and supported cosisted with the SUC's mandated and priority organized. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance Support to Operations Faculty Evaluation Services PI 1. Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subjects avaluated Program & Institutional Accreditation Services PI 1. Degree program compliant with CHED PI 2. Readiness to SUC levelling by CHED & DBM PI 2. Number of staff supervised and monitored PI 2. Number of management meetings conducted PI 3. Number of documents evaluated Department Head Department Head PI 3. Number of documents evaluated and approved PI 4. Number of academic lecture/laboratory rooms MVManagbanag 7 157%	programs organized and supported cosisted with the SUC's mandated and priority programs. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance Support to Operations Faculty Evaluation Services Pl 1. Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subjects augustand. Program & Institutional Accreditation Services Pl 1. Degree program compliant with CHED Pl 2. Readiness to SUC Pl 2. Readiness to SUC I evelling by CHED & DBM General Admin. & Support Services (GASS) Pl 1. Number of staff supervised and monitored Head Pl 2. Number of management meetings conducted Pl 3. Number of documents evaluated and approved Pl 4. Number of academic lecture/laboratory rooms MVManagbanag 7 157% 11	programs organized and supported cosisted with the SUC's mandated and priority nonarams. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance Support to Operations Faculty Evaluation Services P11. Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subjects avaluated. Program & Institutional Accreditation Services P1.1. Degree program compliant with CHED P1.2. Readiness to SUC P1.2. Readiness to SUC Revelling by CHED & DBM General Admin. & Support Services (GASS) P1.1. Number of staff support Services (GASS) P1.2. Number of management meetings conducted P1.3. Number of documents evaluated and approved P1.4. Number of academic Revelland AMPabon, lecture/laboratory rooms MVManagbanag 7 157% 11 5	programs organized and supported cosisted with the SUC's mandated and priority nonzerous. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance Support to Operations Faculty Evaluation Services P11. Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subjects availuated. Program & Institutional Accreditation Services P11. Degree program compliant with CHED Department Head 95% compliant 100% 100% 5 5 compliant with CHED P12. Readiness to SUC levelling by CHED & DBM Department Head 95% ready 100% 100% 5 5 General Admin. & Support Services (GASS) P11. Number of staff supervised and monitored Head Department Head 6 417% 25 5 5 5 S P13. Number of management meetings conducted Department Head 200 200.0% 400 5 5 S P14. Number of documents evaluated and approved P14. Number of academic lecture/laboratory rooms MVManagbanag 7 157% 11 5 5 S	programs organized and supported cosisted with the SUC's mandated and priority contraint. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance Support to Operations Faculty Evaluation Services P11_ Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subjects analysted Program & Institutional Accreditation Services P11_ Degree program compliant with CHED P12_ Readiness to SUC Department Head SCAC P12_ Readiness to SUC Department Head SCAC Support Services (GASS) P11_ Number of staff Support Services (GASS) P12_ Number of staff Department Head Department Head SCAC P12_ Number of staff Support Services (GASS) P12_ Number of management meetings conducted Department Head Department Head SCAC P13_ Number of documents evaluated AMPabon, lecture/laboratory rooms MVManagabanag P14_ Number of academic lecture/laboratory rooms MVManagabanag P15_ NVMManagabanag P15_ NVMManagabanag P16_	programs organized and supported cosisted with the SUC's mandated and priority programs. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance Support to Operations Faculty Evaluation Services PI 1, Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subjects in 50% of the subjects of the subject

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	PI 6. Number of office and	Department Head							I	
	laboratory equipment									
	purchased									*
	PI 7. Zero percent complaint	Department Head								
	from clients served		90%	111%	100%	5	.5	-5	5.0	
	PI 8. Additional Outputs						And the second s			
Total Over-all Ratin	ng					150	149	150	149. 67	
Average Rating						5.0	4.97	5.0	4.989	
Adjectival Rating								OUTST	ANDING	

Received by: Planning Officer Date: Calibrated by: REMBERTO A. PATINDO Chairman, PMT Date:	DL BEATRIZ S. BEKONIAS Vice Pres. for Instruction Date:	Approved: EDGARDO E. TULIN President Date:
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Visayas State University

Department of Pest Management

Visca, Baybay City, 6521-A, Leyte, Philippines

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RISK ASSESSMENT COMMITMENTS AS PART OF THE OPCR SUBMISSION

I, JESUSITO L. .LIM, Head of the Department of Pest Management, commits to conduct a risk assessment review of the department as part of the submission of the OPCR and agree to identify potential risks and addressed them as appropriate in accordance with the measures indicated in the OPCR under UMFO 6-PIs 1-3, for the period January to December 2019.

Professor and Head, DPM

Date:	

BEATRIZ S. BELONIAS Professor/III/VP for Instruction Date:

No.	Work Activity	Forseeable Significant Impact	Who or What May be Affected and How?	Existing Control Measures	Initial Assessment			Further Action	Residual Risk*		
					Like- lihood*	Severity**	Risk Rating***	Required (By Who/When)	Like- lihood*	Severity*	Risk Rating***
UMFO 1.	ADVANCED EDUCATION	SERVICES					-			-	
	a. low or no enrollees	Program maybe suspended, Laboratory budget allocation affected	potential enrollees and graduate faculty members	massive campaign	3	3	3	Revision of the Curriculum/ OGS/OVPI	2	2	2
	b. poor academic performance of Graduate student	students failing, lose scholarship, not being able to graduate	DPM, discouraged students	Screen applicants rigidly, tell sudents to take up basic courses	3	3	3	retooling graduate faculty required by OGS or OVPI	2	2	2
	c. failure in the conduct of Thesis	No graduates; Students not being able to graduate on time	graduate students may lose their scholarship	Constant monitoring of graduate students, early conduct of research	3	3	3	submission of thesis outline on time/ OGS	2.00	2.00	2
UMFO 2.		•		•						-	
	a. Low enrollment	Laboratory budget allocation affected	potential enrollees and faculty members	massive campaign	2.00	2	2	formulating of screening policies and guidelines as required by Department head, CAFS Dean and OVPI	2.00	2	2

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	b. failure in the conduct of thesis	delay in graduation	students and parents, faculty members	assisting the students in identifying research problem and constant monitoring of their accomplishment by conducting regular thesis progress review	n l	2	2	conduct training on research proposal writing and data analysis by the Department of Pest Management	2.00	2	2
	c. agriculturists' licensure exam	board exam	VSU, College of Agriculture	conduct of of Colloquiom Classes for subjects covered by the licensure exam	3	3	3	Screening of Students by the College of Agriculture	1.00	1	1.00
	Number of honor gradu	ates		4					· ·		
UMFO 3	. RESEARCH SERVICES										
	submission of papers for publication	Long review process	faculty has no publication, cannot receive publication incentive	conduct writeshop on how to make publishable papers from research outputs	1	2	2	constant follow-up	1	1	
	presentation of research outputs in national and international for a	Budget limitation	faculty cant present her/his paper	providing sufficient funds and transparency in the availability of funds for travel	1.00	1	1	early request for funding	1.00	1	
		proposal not approved for funding	faculty cannot conduct research	writeshop on proposal writing	1	1 .	1	Deloading, proper scheduling of university activities	1.00	1	
JMFO 5.	SUPPORT TO OPERATIO	NS (STO)									1.0
1	advanced degree	peing pirated by other	oss of faculty member, no returnn for nvestment	constant monitoring of faculty members on study leave; eclassifying them offer finishing their legree	1	1	1	strict implementation of the contract like running after those who did not return and making them pay	2	2	1

	b. recruitment of new faculty members	hiring the wrong person because academic records do not speak of a person's integrity and attitude	facul ed maybe irresponsible and will not perform his assigned task	Conduct of background information regarding the applicant	1	1	1	requiring applicant to take psycho exam	1.00	1	1.00
	c. faculty performance evaluation	students are sometimes not objective when rating teachers	faculty members who got rating below satisfactory	thorough explanations to students the purpose of the evaluations	3	4	4	sending faculty members to training to upgrade teaching skills and promoting faculty members with outstanding performance	3.00	4	4.00
UMFO 6.	GENERAL ADMINISTRAT	TION & SUPPORT SERVICE	S								
		delay in processing and submission of documents	requesting party such as request not acted upon	constant follow up of the request	1	1	1	making the request ahead of time and be vigilant of memos issued regarding submission of docs	1	1	1
	b. maintaining cleanliness of the office and classrooms	sometimes cleanliness not maintained because of students not particular about cleanliness	faculty members and students	constantly reminding students about proper disposal of garbage	2	2	2	strict implementation of the garbage disposal policies of the university	1.00	1	1.00

Note:

Received by:	Calibrated by:	Recommending Approval:	Approved:
Jones	REMBERTO A. PATINDOL, Ph.D.	BEATRIZ S. BELONIAS, Ph.D.	EDGARDO E. TULIN, Ph.D.
Planning Officer	Chairman, PMT	Vice Pres. for Instruction	University President
Date:	Date:	Date:	Date:

^{*} Likelihood Rating: 1-Rare, 2-Unlikely, 3-Possible, 4-likely, 5-Almost Certain

^{**} Severity Rating: 1-Negligible, 2-Minor, 3-Moderate, 4-Major, 5-Catastrophic

^{***} Risk Rating: 1-Very Low, 2-Low, 3-Medium, 4-High, 6-Very High