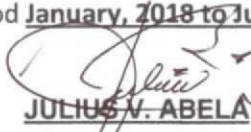


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1079

Visayas State University
College of Engineering
DEPARTMENT OF ANIMAL SCIENCE

OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

I, **JULIUS V. ABELA**, Head of the Department of Animal Science, commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period January, 2018 to June, 2018.


JULIUS V. ABELA

Department Head, DAS-CAFS


VICTOR B. ASIO

Dean, CAFS

INFORMATION ON PERSONNEL FULL-TIME TEACHING EQUIVALENT (FTE):

Personnel

Department Head

1

Faculty w/ Univ. Designated Position

0

Regular Faculty (Vac. & Sick Leaves)

6

Regular Faculty (Teacher's Leave)

1

Part time Faculty Members

1

Admin Staff Members

5

FTE/2ndSem

FTE/Summer

Actual

Actual

Rating Equivalents:
5 - Outstanding
4 - Very Satisfactory
3 - Satisfactory
2 - Fair

MFO No.	MFO Description	Success/Performance Indicator (PI)	Units/Persons Responsible	Target	Actual Accomplishment	Rating				Remark
						Quality	Efficiency	Timeliness	Average	
MFO 1	Advanced Education Services	PI 1. Number of FTE coordinated and implemented	JV Abela, LC Bestil, DM Espina	15.50	26.52	5	5	5	5.00	On file
		PI 2. Number of graduates in mandated programs graduated w/in prescribed period:								
		Masteral	JV Abela, LC Bestil, DM Espina	3	6	5	5	5	5.00	See Commencement Program
		Doctoral	JV Abela, LC Bestil, DM Espina	1	1	5	5	5	5.00	See Commencement Program
		PI 3. Number of graduate outlines submitted/approved (as chairman)	JV Abela, LC Bestil, DM Espina	7	9	5	5	5	5.00	See IPCRs
		PI 4. Number of graduate outlines submitted/approved (as member)	JV Abela, LC Bestil, DM Espina	6	13	5	5	5	5.00	See IPCRs
		PI 5. Number of graduate manuscripts submitted/approved (as chairman)	JV Abela, LC Bestil, DM Espina	3	5	5	5	5	5.00	See IPCRs

		PI 6. Number of graduate manuscripts submitted/approved (as member)	JV Abela, LC Bestil, DM Espina	0	2	5	5	5	5.00	See IPCRs
		PI 7. Graduate Advisory Committee:								
		Number of graduate advisees graduated with prescribe period (as chairman)	JV Abela, LC Bestil, DM Espina	4	7	5	5	5	5.00	See IPCRs
		Number of graduate advisees graduated with prescribe period (as member)	JV Abela, LC Bestil, DM Espina	1	3	5	5	5	5.00	See IPCRs
		PI 8. Number of hours spent on student consultations	LC Bestil	25	35	5	5	5	5.00	See IPCRs
		PI 9. IMs Developed/Revised for Graduate Program								
		Number of new IM's	JV Abela, LC Bestil, DM Espina	0	3	5	5	5	5.00	See IPCRs
		PI 1. Number of FTE coordinated and implemented	JV, Abela, Ma. RDLG Beato, LC Bestil, RRE Bustamante, JDZ Compendio, DM Espina, AR Poliquit	247	396.34	5	5	5	5.00	See IPCRs
		PI 2. Number of graduates in mandated programs graduated w/in prescribed period:								
		Bachelor of Animal Science (4 yr degree program)	All DAS Faculty	70	96	5	5	5	5.00	See Commence-ment Program
MFO 2	Higher Education Services	Diploma In Animal Production Technology (2 yr degree program)	All DAS Faculty	5	4	5	5	5	5.00	See Commence-ment Program
		PI 3. Number of degree programs compliant to CMO supervised and implemented	JV, Abela	1	2	5	5	5	5.00	On file
		PI 4. Number of students advised (as Adviser)	RR Bustamante	35	50	5	5	5	5.00	See IPCR
		PI 5. Number of hours spent on student consultation	All Academic Adviser	190	310	5	5	5	5.00	See IPCRs
		PI 6. Number of Field Practice Reports Check/Approved As Department Head	JV Abela	70	83	5	5	5	5.00	See IPCR
		PI 7. Other students advising:								
		<i>On thesis/ field practice/special problem</i>	JV, Abela, Ma. RDLG Beato, RRE Bustamante, JDZ Compendio	109	147	5	5	5	5.00	See IPCRs
		<i>On senior high school students</i>	RRE Bustamante	20	29	5	5	5	5.00	See IPCR

		PI 8. No. of student organizations Advised/Assisted:							
		<i>Student organizations advised</i>	JV, Abela, Ma. RDLG Beato, LC Bestil, JDZ Compendio	3	5	5	5	5	5.00 See IPCRs
		<i>Student organizations assisted on student related activities</i>	LC Bestil	1	2	5	5	5	5.00 See IPCR
		PI 9. Number of instructional materials developed:							
		<i>New syllabi (IM)</i>	All DAS Faculty	3	7	5	5	5	5.00 See IPCRs
		Revised IM's within the last 3 years	All DAS Regular Faculty	3	8	5	5	5	5.00 See IPCRs
		PI 10. Number of Instructional Facilities/Laboratories Developed/ Improved/Maintained	JDZ Compendio	2	2	5	5	5	5.00 See IPCR
		PI 11. Trainings/Seminars Attended:							
		<i>Number of faculty attending as participant</i>	RRE Bustamante, JDZ Compendio, AR Poliquit	4	8	5	5	5	5.00 See IPCRs
		PI 12. Percent Board Review Agriculturist Licensure Examination conducted	LC Bestil, JDZ Compendio, RRE Bustamante, DM Espina, AR Poliquit	100%	100%	5	5	5	5.00 See IPCRs
MFO 3	Research Services	PI 1. Number of published papers in internationally indexed journals:							
		<i>In refereed int'l journals</i>	LC Bestil	1	3	5	5	5	5.00 See IPCR
		<i>No. of articles reviewed for ATR publication</i>	LC Bestil	0	2	5	5	4	4.67 See IPCR
		PI 2. Number of research outputs presented in regional/national/ int'l fora/conferences:							
		<i>In reg'l fora/conferences</i>	LC Bestil	1	3	5	5	5	5.00 See IPCR
		PI 3. Number of RDE projects conducted and/or completed on schedule	JV Abela, LC Bestil	4	5	5	5	5	5.00 See IPCRs
		PI 4. Percentage of research accomplished	RRE Bustamante	80%	90%	5	5	5	5.00 See IPCRs
		PI 5. Amount/Value (Million PhP) of research funds/resources externally generated)	LC Bestil	0	Php200,000	5	5	5	5.00 See IPCR
		PI 6. Number of R & D Projects/Studies Conducted/Completed:							
		Experimental R & D Projects at PCC-VSU (as Project/Study Leader)	JV Abela	0	1	5	5	5	5.00 See IPCR
		Job Placement of Graduates of BSA, BSAgriv., BSAgDev, BSDC, and BAS of CAFS VSU Main Campus	JV Abela, DM Espina	1	6	5	5	5	5.00 See IPCRs

		PI 7. Number of linkages forged:									
		Regional	JV Abela, LC Bestil, DM Espina	2	4	5	5	5	5.00	See IPCRs	
MFO 4	Extension Services	PI 1. Trainings served:									
		No. of persons trained	JV, Abela, LC Bestil	36	72	5	5	5	5.00	See IPCRs	
		No. of trainings conducted	JV, Abela, LC Bestil	2	5	5	5	5	5.00	See IPCRs	
		No. of individuals serve as specialist/consultant to walk-in individuals/beneficiaries	JV, Abela, Ma. RDLG Beato, RRE Bustamante, JDZ Compendio, DM Espina	44	95	5	5	5	5.00	See IPCRs	
		PI 2. Number of Approved Extension Project Conducted at PCC- VSU & BIDANI		JV Abela	3	5	5	5	5	5.00	See IPCR
		PI 3. Technical/Expert Services (international, national, regional):									
		Research proposal evaluation, regional	LC Bestil, Ma.RDLG Beato	2	5	5	5	5	5.00	See IPCRs	
		Farmer's Field Day	LC Bestil	1	5	5	5	5	5.00	See IPCR	
		Commodity teams	DM Espina	1	1	5	5	4	4.67	See IPCR	
		Resource person	JV, Abela, Ma. RDLG Beato, RRE Bustamante, DM Espina	4	8	5	5	5	5.00	See IPCRs	
MFO 5	Production Services	PI 1. Number of Staff/Caretakers Managed		Ma. RDLG Beato, JDZ Compendio	6	6	5	5	5	5.00	See IPCRs
		PI 2. Number of STF projects developed/ improved or maintained		Ma. RDLG Beato, RRE Bustamante, JDZ Compendio, CV Sanchez	3	4	5	5	5	5.00	See IPCRs
		PI 3. Percentage increase in inventory value and/or income of STF projects relative to previous year		Ma. RDLG Beato, RRE Bustamante	40%	60%	5	5	5	5.00	See IPCRs
		PI 4. Percentage of STF projects supporting instruction, research & extension		Ma. RDLG Beato, RRE Bustamante, JDZ Compendio, CV Sanchez	66%	85%	5	5	5	5.00	See IPCRs
		PI 5. Number of Project Reports prepared and submitted on time		VM Lamo	6	6	5	5	4	4.67	See IPCR

MFO 6	General Admin. & Support Services (GASS)	Attendance to University Committees:								
		PI 1. No. of meetings of department/college/university committees attended	JV, Abela, Ma. RDLG Beato, LC Bestil, RRE Bustamante, JDZ Compendio, AR Poliquit	33	47	5	5	4	4.67	See IPCRs
		PI 2. No. of University/College/ Department designation	Ma. RDLG Beato	1	2	5	5	5	5.00	See IPCR
		DAS Instructional/Administrative Support Services:								
		PI 3. No. of other DAS rooms monitored (DAS Library, Conference Rm., Store Rms., SASS Office, Admin. Office, Faculty Rms.)	JV Abela,	8	9	5	5	4	4.67	See IPCR
		PI 4. No. of academic laboratory room maintained	DM Espina	1	1	5	5	5	5.00	See IPCR
		PI 5. No. of hours spent on monitoring	JV Abela	75	125	5	5	5	5.00	See IPCR
		PI 6. No. of hours coaching	JV Abela	40	150	5	5	5	5.00	See IPCR
		PI 7. No. of hours spent on performing tracking	JV Abela	45	130	5	5	5	5.00	See IPCR
		PI 8. No. of documents signed, lab. analysis results signed, etc.	JV Abela	300	410	5	5	5	5.00	See IPCR
		PI 9. No. of DAS committees (As member)	JV, Abela, Ma. RDLG Beato, LC Bestil, RRE Bustamante, JDZ Compendio, DM Espina, AR Poliquit	21	33	5	5	5	5.00	See IPCRs
		PI 10. No. of DAS committees (Chairperson)	JV, Abela, Ma. RDLG Beato, RRE Bustamante, JDZ Compendio, DM Espina, AR Poliquit	14	22	5	5	5	5.00	See IPCRs
		PI 11. Percentage of Faculty/Staff attending department meetings	All DAS faculty/Staff	100%	100%	5	5	5	5.00	See IPCRs
		PI 12. Percent time of DAS PhD AACCUP								
		Level I Accreditation:								
Incharge, Area 1	RB Aragon, EA Espinosa	5%	50%	5	5	4	4.67	See IPCRs		
Incharge, Area 2	Ma. RDLG Beato	50%	80%	5	5	5	5.00	See IPCR		

	Incharge, Area 3	JV Abela	10%	50%	5	5	4	4.67	See IPCR
	Incharge, Area 4	JDZ Compendio	5%	80%	5	5	5	5.00	See IPCR
	Incharge, Area 5	LC Bestil	5%	10%	5	5	4	4.67	See IPCR
	Incharge, Area 6	DM Espina	5%	20%	5	5	4	4.67	See IPCR
	Incharge, Area 7	CV Ranchez	10%	90%	5	5	5	5.00	See IPCR
	Incharge, Area 8	CJ Godinez	5%	40%	5	5	4	4.67	See IPCR
	Incharge, Area 9	RRE Bustamante	20%	60%	5	5	5	5.00	See IPCR
	Incharge, Area 10	AR Poliquit	5%	30%	5	5	4	4.67	See IPCR
	Research Project Administration:								
	PI 1. Number of PR, canvass papers, PO, Vouchers, TO, trip tickets signed and released on time	LC Bestil	5	10	5	5	5	5.00	See IPCR
	PI 3. Number of Project Coordination meetings conducted (with DAR)	LC Bestil	4	5	5	5	5	5.00	See IPCR
	DAS Administrative/Instructional/Animal Projects Support Services:								
	PI 1. No. of animal projects monitored and assisted	JV Abela, MaRDL Beato, JDZ Compendio	5	7	5	5	5	5.00	See IPCRs
	PI 3. Number of animal facilities/ equipment repaired and/or maintained	JV Latras, OV Latras	5	13	5	5	5	5.00	See IPCRs
	PI 4. Number of paddocks of pasture established and/or maintained	JV Latras, OV Latras	18	23	5	5	5	5.00	See IPCRs
	PI 5. Number of animal sheds maintained	JV Latras, OV Latras	4	4	5	5	5	5.00	See IPCRs
	PI 6. No. of faculty/staff/animal caretakers/graduate teaching assistants managed	JV Abela, JDZ Compendio	22	24	5	5	5	5.00	See IPCRs
	PI 7. Number of administrative personnel assisted	CV Ranchez	8	10	5	5	5	5.00	See IPCR
	PI 8. Number of laboratory classes/individual/group assisted	CV Ranchez	3	60	5	5	5	5.00	See IPCR
	PI 10. Number of animals cared/sold	JV Latras, OV Latras	10	80	5	5	5	5.00	See IPCRs
	PI 11. Number of students/individual assisted in the use of forage processing laboratory/cannulated bull	CV Ranchez	2	4	5	5	5	5.00	See IPCR

		PI 12. Number of incoming communications/letter requests/memos, etc. received, xeroxed, forwarded to concerned faculty/staff and head for action posting and disseminations	CV Ranchez	50	200	5	5	5	5.00	See IPCR
		PI 12. Number of official documents (payrolls, faculty teaching schedule, workload received, collated and forwarded to head, approved, and submitted to higher	CV Ranchez	50	300	5	5	5	5.00	See IPCR
		PI 13. Number of animal facilities/ equipment repaired and/or maintained	CV Ranchez	10	13	5	5	5	5.00	See IPCR
		PI 14. Number of official documents prepared	CV Ranchez	12	32	5	5	5	5.00	See IPCR
		PI 15. Number of DTR/CSR, faculty workload, job orders, staff appointments, etc. prepared, signed, recorded, released and forwarded on time	PCGumba JR., VM Lamo	120	225	5	5	5	5.00	See IPCRs
		PI 16. Number of TO, vouchers, certificates, leave applications, etc. prepared, signed, released, recorded and forwarded on time	PCGumba JR., VM Lamo	95	200	5	5	5	5.00	See IPCRs
		PI 17. Number of PR, canvass papers, PO, vouchers, etc. prepared, signed, released, facsimiled, recorded and forwarded on time	VM Lamo	50	80	5	5	5	5.00	See IPCR
		PI 18. Number of student registration permits and students semesters individual and personal copies of grades, completion of incomplete grades and tree planting certificate, received and release to concern	PCGumba Jr., CV Ranchez	275	480	5	5	5	5.00	See IPCRs
		PI 19. Number of class roosters printed, grade sheets (midterm/final) submitted for signature of instructors/professors/ head, forwarded to CAFS, Graduate School, and to the Registrar's Office, recorded, and filed	PCGumba JR.	100	175	5	5	5	5.00	See IPCR

		PI 20. Number of field practice manuscripts of undergraduate students, graduate students outline/ thesis receive from coordinators, thesis advisers, notice posted/forwarded to students and recorded	PCGumba JR.	50	85	5	5	5	5.00	See IPCR
		PI 21. Number of subjects conducted for Teaching Performance Evaluation By-Students to faculty of other departments per memorandum issued by the VSU President	PCGumba JR.	15	22	5	5	5	5.00	See IPCR
		PI 22. Number of documents mimeographed, photocopied	VM Lamo	5000	8000	5	5	5	5.00	See IPCR
		PI 23. Number of DAS rooms closed/opened/checked lights/electrical outlets during working days or holidays	VM Lamo	10	10	5	5	5	5.00	See IPCR
MFO 7	Efficient and Customer Friendly Frontline Services	PI 1. Zero percent complaint from client served	CV Ranchez	90%	100%	5	5	4	4.67	See IPCR
			PCGumba, Jr.	90%	100%	5	5	4	4.67	See IPCR
			VM Lamo	80%	90%	5	4	4	4.33	See IPCR
Total Over-all Rating						480.00				
Average Rating						4.95				
Adjectival Rating						OUTSTANDING				

Received by:

DILBERTO O. FERRAREN

Planning Office

Date: _____

Calibrated by:




REMBERTO A. PATINDOL

Chairman, PMT

Date: _____

Recommending Approval:



BEATRIZ S. BELONIAS

Vice Pres. for Instruction

Date: _____

Approved:



EDGARDO E. TULIN

President

Date: _____

Legend:

Q¹ - Quality

E² - Efficiency

T² - Timeliness

A⁴ - Average

Rating Scale:

4.6 - 5.0 Outstanding

3.8 - 4.5 Very Satisfactory

3.0 - 3.7 Satisfactory

2.2 - 2.9 Unsatisfactory

2.1 - & below Poor