

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 **July 2019** to **December 2019**.

**ROMEL B. ARMECIN**  
Head of Unit  
Date: February 24, 2019

Approved:

**OTHELIO B. CAPUNO**  
VP, Research & Extension



MFOs/PAPs	Success Indicators	Target	Actual Accomplishment	Unit/Persons Responsible	Rating				Remarks
					Q <sup>1</sup>	E <sup>2</sup>	T <sup>3</sup>	A <sup>4</sup>	
<b>MFO1: Advanced Education Service</b>	<b>PI1:</b> Total FTE monitored	1	5.88	Eco-FARMID Director & Core Staff	✓	✓	✓	✓	
	<b>PI2:</b> Number of graduate students advised	4	0	Eco-FARMID Director & Core Staff					
	<b>PI3:</b> Additional outputs: Number of reviewed and signed documents for graduate students	200	241	Core staff	✓	✓	✓	✓	
	Number of revised presentations for graduate classes	1	0	Core staff					
	Number of GAC membership monitored	1	3	Eco-FARMID Director & Core	✓	✓	✓	✓	

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<b>MFO2: Higher Education Services</b>	<b>PI1:</b> Total FTE monitored	5	16.3	Staff Eco-FARMI Director & Core Staff	✓	✓	✓	✓	
	<b>PI5:</b> Number of academe/industry linkage established								
	<b>PI6a:</b> Number of students advised	4	6	Eco-FARMI Director & Core staff	✓	✓	✓	✓	
	<b>PI6b:</b> Number of student organizations advised/assisted								
	<b>PI7:</b> Number of instructional materials revised/developed		1	Eco-FARMI Director & Core staff	4	✓	✓	4.67	
<b>MFO3: Research Services</b>	<b>PI8:</b> Additional outputs: Number of SRC membership monitored	2	10	Eco-FARMI Director & Core Staff	✓	✓	✓	✓	
	<b>PI11:</b> Number of published papers in internationally indexed journal (institutional)								
	<b>PI12:</b> Number of research outputs presented in regional/national/int'l fora/conferences	1	8	Eco-FARMI Core staff	4	✓	✓	4.67	
	<b>PI13:</b> Number of research projects conducted and/or completed on schedule	14	16	Eco-FARMI Director, Core Staff, SRAs	4	✓	4	4.33	
	<b>PI14:</b> Number of research	1	2	Eco-FARMI	4	4	✓	4.33	



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					Q <sup>1</sup>	E <sup>2</sup>	T <sup>3</sup>	A <sup>4</sup>	
	proposal submitted			Core staff					
	<b>P15:</b> Percent of research proposals approved	50%	50%	Eco-FARMI Core staff	4	4	4	4	
	<b>P16:</b> Amount of research money generated from external funding	1M	8.81 M	Eco-FARMI Director & Core staff	5	5	5	5	
	<b>P17:</b> Amount of research money generated from institutional funding								
	<b>P18:</b> Additional outputs: Number of collaborative research conducted	1		Eco-FARMI Director & Core Staff					
MFO4: Extension Services	Number of quarterly accomplishment report submitted	2		Eco-FARMI Director & Core Staff					
	<b>P11:</b> Number of person-days trained weighted by length of training	100	165	Eco-FARMI Director & Core Staff	5	5	5	5	
	<b>P12:</b> Number of IEC materials/techno-guides developed/ used	3	6	Eco-FARMI Director & Core Staff	5	5	5	5	
	<b>P13:</b> Number of beneficiaries served	50	100	Eco-FARMI Core Staff, SRA & AgriTech	5	5	5	5	
	<b>P14:</b> Number of extension projects conducted and/or completed on schedule	2	5	Eco-FARMI Director & Core Staff	4	5	5	4.67	
	<b>P15:</b> Number of extension			Eco-FARMI					

MFOs/PAPs	Success Indicators	Target	Actual Accomplishment	Unit/Persons Responsible	Rating				Remarks
					Q <sup>1</sup>	E <sup>2</sup>	T <sup>3</sup>	A <sup>4</sup>	
	proposal submitted			Director & Core Staff					
	<b>P16:</b> Percent of extension proposal approved								
	<b>P17:</b> Amount of extension money generated from institutional funding		<b>300K</b>	Eco-FARMI Core Staff	4	5	5	4.67	
	<b>P18:</b> Additional outputs No. of training-workshop coordinated			Eco-FARMI Core Staff					
	No. of IEC materials distributed	150	<b>375</b>	Eco-FARMI Staff	5	5	5	5	
<b>MFO5: Support to Operations</b>	Number of articles reviewed for publication		<b>3</b>	Eco-FARMI Core Staff	5	5	5	5	
	<b>P11:</b> Number of university seminars/trainings/conventions coordinated								
	<b>P12:</b> Number of in-house seminars/trainings/coordinated								
	<b>P13:</b> Amount of income generated from activity								
<b>MFO6: General Administration &amp; Support Services</b>									
	<b>P11:</b> Number of staff supervised and monitored (regular/casual & SRAs)	21	<b>23</b>	Eco-FARMI Director & Core Staff	4	4	5	4.33	
	<b>P12:</b> Number of meetings conducted	3	<b>4</b>	Eco-FARMI Staff	4	4	4	4	
	<b>P13:</b> Number of letters/	2	<b>4</b>	Eco-FARMI	5	5	5	5	



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	memos issued			Staff					
	<u>P14.</u> Number of reports/documents submitted	10	18	Eco-FARMI Staff	4	5	5	4.67	
	<u>P15.</u> Number of documents reviewed /signed	200	400	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								
	<u>P14.</u> Additional outputs:								
	Efficient and customer-friendly frontline service	Zero complaints from clients	Zero complaints from clients	Eco-FARMI Staff	5	5	5	5	
	Effectively acted administrative/financial documents	150	290	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	5	4	4.33	
	Closely Monitored maintenance of Eco-FARMI vehicle and farm equipment	10	10	Eco-FARMI Staff	4	4	5	4.33	

Total Over-all Rating	141/30					
Average Rating	4.7					
Adjectival Rating	0					

Received by:

Calibrated by:

Recommending Approval:

Approved by:

  
DILBERTO O. FERRAREN  
 Planning Office

  
REMBERTO A. PATINDOL  
 Chairman, PMT

  
OTHELLO B. CAPUNO  
 VP, Research & Extension

  
EDGARDO E. TULIN  
 President

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

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