

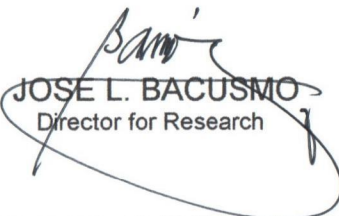
"Exhibit A"

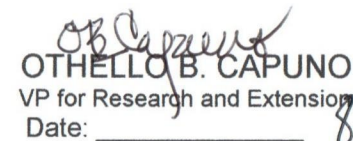
OFFICE PERFORMANCE COMMITMENT & REVIEW FORM (OPCR)

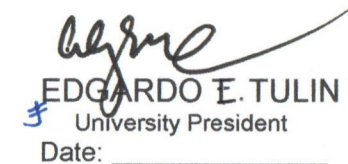
I, **Jose L. Bacusmo**, Director of the **Research Office** commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period **January to June, 2017**.

Recommending Approval:

Approved:


JOSE L. BACUSMO
 Director for Research


OTHELLO B. CAPUNO
 VP for Research and Extension
 Date: _____


EDGARDO E. TULIN
 University President
 Date: _____

Personnel Composition	Position Title/ Designation	Number
Permanent	University Professor/ Director	1
	Admin Aide VI	1
	Admin Aide IV	1
	Admin Aide III	1
Casual	Admin Aide III	1
Contractual	SRA	1
JO	SRA	4
	Science Aide	1
	Sub-TOTAL	11

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

MFOs/PAPs	Success Indicators	Targets	Actual Accomplishment (as of September)	Unit/Persons Responsible	Rating				Remarks
					Q ¹	E ²	T ³	A ⁴	
UMFO 3: RESEARCH SERVICES									
	PI 1: Number of Outputs Published in CHED-accredited journals/internationally indexed journal/books or book chapter	25	32	Director/with RPO support staff and with assistance from research centers & colleges	5	5	5	5	
	PI 2: Number of Outputs Presented in Scientific <i>fora</i> (Regional/ National/ International/Conferences/ Conventions)	35	45	Research Director/ with RPO support staff and with assistance from research centers & colleges	5	5	4.9	4.97	
	International Fora/ Conferences	10	10						
	In National Fora/ Conferences	5	12						
	In Regional Fora/ Conferences								
	In Local Fora/Conferences	20	23						
	PI 3: Number of Research Projects Conducted and Completed on Schedule	10	17	Research Director/with RPO support staff (MVQSubere & CB	5	4.9	4.9	4.93	

				Cruz) with assistance from research centers & colleges					
	PI 4: Number of research proposals submitted for external funding								
	PI 5: Number of Research Proposals reviewed for internal funding	15	59	Research Director/ RPO support staff (CB Cruz) and research centers & colleges	5	5	4.9	4.97	
	PI 6: Number of Research Proposals approved for internal funding	10	25	Research Director/ RPO and research centers & colleges	5	5	5	5	
	PI 7: Amount of research money generated from external funding	5M	21.6M	Research Director/ with RPO support staff (JB Posas) and research centers & colleges	5	5	5	5	
	PI 8: Amount of research money generated from institutional funding	10M	25.2M	Research Director/ with RPO support staff (CB Cruz) and research centers & colleges	5	5	5	5	In coordination with FMO and Budget Office
	PI 9. Number of research collaboration/partnerships with LGUs, agencies, industry,	10	23	Research Director/ with RPO support	5	5	5	5	

	private individuals, and local entrepreneurs established/ maintained			staff (MV Subere & JBPosas) and research centers & colleges					
UMFO 4. ADMIN. SERVICES	PI 1: Transportation requests served	60	101	Admin Aide IV (AN Banayag)	5	5	5	5	
	PI 2: Vehicle maintenance	100%	100%	Admin Aide IV (AN Banayag)	5	4.9	5	4.97	
	PI 3: On call service when requested	100%	100%	Admin Aide IV (AN Banayag)	5	4.9	5	4.97	
UMFO 5: RESEARCH SERVICES									
A. Research Faculty Development Services	PI 1: Number of faculty pursuing advanced research degree programs (MS, PhD) facilitated, monitored and assisted	2	9	Director/ RPO/ research centers & colleges	5	5	5	5	
B. Research Faculty Evaluation Services	PI 1: Number of in house reviews/ seminars/ trainings/ conventions/ workshops coordinated/ conducted/ attended	1	1	Director/with RPO support staff / Center Directors with support staff and technical experts from other units	5	5	5	5	
	PI 2: Number of research projects monitored/	140	155	Director/with RPO support staff/	5	5	5	5	

	facilitated for review (during the Annual In-house Review)			research centers & colleges					
	PI 3: Number of R&D programs/ projects monitored	60	220	RPO / Director/with support staff (MVQSubere)	5	5	5	5	
C. Research Administration Services	PI 1: Number of documents/papers recorded and delivered	1,530	3,010	Admin. Aide III (JB Posas)	5	4.9	5	4.97	
	PI 2: Number of vouchers, PRs, payrolls, trip tickets, job orders, appointments followed up	820	1525	Admin. Aide III (JB Posas)	5	5	5	5	
	PI 3: Number of copies reproduced	2,200	3,525	Admin. Aide III (JB Posas)	5	5	5	5	
	PI 4: Number of notices of meetings distributed to research centers/ colleges/ departments	1,030	2,025	Admin. Aide III (JB Posas)	5	4.9	5	4.97	
	PI 5: Percentage of facilitative services against time Office operations and facilitation/transaction of related matters and documents	100%	100%	Director and VP-OVPRE with RPO support and unit staff concerned	5	5	4.9	4.97	

	PI 6: No. of documents prepared and facilitated (PR, RS, Job Contact, Travel Orders, Trip Tickets, PO, Application for Leave, Payrolls, etc., for VP approval	258	416	Admin Aide III (MSta. Iglesia)	5	5	4.9	4.97	
	PI 7: No. of Incoming documents/ papers for VP approval	225	230	Admin Aide VI (FRL Diaz)	4.9	4.9	4.9	4.9	
	PI 7: No. of Incoming documents/ papers for VP approval	1,290	1,694	Admin Aide III (MSta. Iglesia)	5	4.9	4.9	4.93	
	PI 8: No. of visitors entertained	230	235	Admin Aide III (MSta. Iglesia) & VI (FRL Diaz)	5	5	5	5	
	PI 9: No. of meetings scheduled and facilitated	300	350	Admin Aide III (MSta. Iglesia) & VI (FRL Diaz), RPO Support Staff concerned	5	5	5	5	
	PI 10: Number class evaluation facilitated	18	20	Admin Aide VI (FRL Diaz)	5	5	5	5	
PI 12 : ADDITIONAL OUTPUTS	A1 : Number of research output publication produced/ related technical	1	2	Director/ with OVPRE support staff (MVSubere,	4.9	4.9	4.9	4.9	Research Manual, RDE Highlights

	publication/ Research Manual produced and distributed			EGCaña, EBTapayan) and authors from other units					
	A 2: Number of consolidated, validated and compiled data/ records	5	11	Director/with RPO support staff	4.9	4.9	4.9	4.9	
Total Over-all Rating								139.32	
Average Rating								4.98	
Adjectival Rating								O	Outstanding

Received by:

Planning Office

Date: _____

Calibrated by:

REINOLDO A. PATINDOL
PMT Chairman

Date: _____

Recommending Approval:

OTHELLO B. CAPUNO
Vice President

Date: _____

Approved by:

EDGARDO E. TULIN
President

Date: _____

*Rating Code: 1 – Quality

2 – Efficiency

3 – Timeliness

4 – Average