OFFICE PERFORMANCE COMMITMENT & REVIEW FORM (OPCR)

\_, Unit Head of the Plant Disease Diagnostic Laboratory commits to deliver and agree to be rated attainment and accordance with the indicated measures for the period language to lang I, LUCIA M. BORINES of the following accomplishments in accordance with the indicated measures for the period January to June , 2021.

LUCIA M. BORINES

Dept/Unit Head

Approved:

MARIA JULIET C. CENIZA

VP for Research, Extension and Innovation

"Exhibit

MFOs/PAPs	Success Indicators	Unit/Persons Responsible	Target	Actual Accomplishment	Rating				Remarks
					$Q^1$	E <sup>2</sup>	T <sup>3</sup>	A <sup>4</sup>	
OVPRE MFO:I Research and Support Services	Number of researchers and students that used the laboratory facilities with close supervision	Head and SRS	2	-	-	-	-	-	None due to the pandemic
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	8	4.6	4.6	4.6	4.6	Few due to the pandemic
	Number of fora attended as resource person	Head	1	5	5.0	5.0	5.0	5.0	
MFO:3 Diagnostic Services	Number of times clients used the equipment for molecular analysis with supervision	Head and SRS	2	-	-	-	-	-	None due to pandemic
	Number of samples analyzed through routine diagnosis, and microbial analysis	Head and SRS	3	36	4.8	4.8	4.8	4.8	Few due to pandemic

	Number of consultations of on-line clients regarding plant disease problems	Head and SRS	2	2	4.5	4.5	4.5	4.5	
	Number of laboratory analysis results released	Head and SRS	2	4	4.7	4.7	4.7	4.7	
MFO:4 Administrative Services	Number of prepared and signed Purchase Requests, Reimbursement Vouchers, Travel Vouchers, Job Requests, vouchers, contract and other documents and made follow-up	Head and SRS	10	40	4.6	4.6	4.6	4.6	
	Number of received communications/documents from other office	Head and SRS	15	41	4.5	4.5	4.5	4.5	
	Number of laboratory accomplishment reports, IPCR, OPCR, and other ISO related documents	Head and SRS	3	19	4.8	4.8	4.8	4.8	
	Number of equipment and lab repair facilitated,	SRS and Head	2	2	4.5	4.5	4.5	4.5	
	Number of laboratory equipment maintained	Head and SRS	20	36	4.6	4.6	4.6	4.6	
	Number of meetings and seminars related to overall activities of the laboratory	Head and SRS	2	5	4.7	4.7	4.7	4.7	
	Income Generating Services: CASH		P3,000.00	P32, 400.00	4.7	4.7	4.7	4.7	
Total Over-all Rating									56.0
Average Rating									4.67
Adjectival Rating									Outstanding

· 1

Received by:

**DANIEL LESLIE S. TAN** Planning Office

1 - quality

2 - Efficiency

3 - Timeliness

4 - Average

Calibrated by:

**PMT Chair** 

Date:

Recommending Approval:

MARIA JULIET C. CINEZA Vice President OVPREI

Date: 7/29 /2021

Approved by:

President

Date: