

OFFICE PERFORMANCE COMMITMENT & REVIEW FORM (OPCR)

I, **ANDRELI D. PARDALES**, Head of the University Library commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period July-December 2017

Andrel D. Pardales
ANDRELI D. PARDALES
 Ratee
 Dec 11/21

REMBERTO A. PATINDOL
 Chairman, PMT

Beatriz S. Belonias
BEATRIZ S. BELONIAS
 Director/Dean/Vice President

Approved:
Edgardo E. Tulin
EDGARDO E. TULIN
 President

MFO NO.	MFOs/PAPs	Success Indicators	Task Assigned	2017 Target	Actual Accomplishment	Rating				Remarks
UMFO 2 Higher Education Services										
LIBMFO 2	Student Management Services	P13 Percentage of students who availed of student assistantship at the library	All Library staff	15 student assistants	15 student assistants	5	5	5	5	
UMFO 5 SUPPORT TO OPERATIONS (STO)										
LIBMFO 3	Faculty Evaluation Services	P11 Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subject evaluated	All Library staff	95% of assigned faculty to be evaluated	100% of assigned faculty evaluated	5	5	5	5	
LIBMFO5	Library Services									
		P11 Percentage increase in the number of resources acquired and made available to students, faculty, staff and researchers	All Library Staff	95% of recommended resources	100% of recommended resources	5	5	5	5	

		P12 Percentage increase in the number of students, faculty, staff & researchers availing of the Library facilities, services & resources	All Library Staff	95% of VSU students, faculty, students, staff & researchers	99% of VSU students, faculty, staff & researchers	5	5	5	5	
		P13 Number of best practices on students services implemented	Chief Librarian & College Librarian	6 best practice	8 best practices	5	5	5	5	
UMFO 5		Number of times as volunteer TACNCO	Library Staff	Twice per rating period	Twice per rating period	5	4.5	45	4.66	

UMFO 6- GENERAL ADMINISTRATIVE SUPPORT SERVICES

LIBMFO 1	Administrative and Facilitative Services									
		P15 Number of frontline academic services monitored and ensured to be costumer friendly & efficient ad citizens charter posted conspicuously	All Library staff	Four (4) service units	8 service units	5	5	5	5	
	Income Generating Services	P11 10% increase of income generated to support University Projects	All Library Staff	P425,000.00	P 81,748.00	5	4.5	4.5	4.66	Decrease increase due to changes in enrollment and graduation dates
		P1 17 Area of lawns maintained	Library Staff	2 areas maintained	3 areas-North ,west, south sides	5	5	5	5	
LIBMFO 2	Efficient and Customer-friendly Assistance	P11 Efficient and customer-friendly frontline services	All Library Staff	0 complaint from client services	0 complaint	5	5	5	5	

OVPI 9- DEVELOPMENT BROADCASTING 7 COMMUNICATION SERVICES

		P16 Number of student interns supervised	Chief librarian, Circulation, Serials and Technical Librarians						Training is only done every January
	Extension Services	P17 Number of linkages/partnership forged	Chief Librarian, Serials Librarian and Reference Librarian	35 international institutions, 12 national institution	43 International	5	5	5	5
	Repository Services	P19 No. of Theses/dissertation converted to e-books	All Library Staff	200 theses dissertation converted to e-book	217 theses, dissertation converted to e-book	5	4.6	5	4.86
	TOTAL OVERALL								
	Average Rating								
	Adjectival Rating								

Average Rating (Total Over-all rating divided by 12)	59.38
Additional Points:	
Punctuality	
Approved Additional points (with copy of approval)	
FINAL RATING	4.98
ADJECTIVAL RATING	"O"

COMMENTS AND RECOMMENDATIONS FOR DEVELOPMENT PURPOSES

Received by:

Calibrated by:

Recommending Approval:

Approved by:

DILBERTO O. FERRAREN
Planning Office

REMBERTO A. PATINDOL
PMT

BEATRIZ S. BELOMIAS
Vice President

EDGARDO A. TULIN
President

Date: _____
1 – Quality 2 – Efficiency

Date: _____
3 – Timeliness 4 – Average

Date: _____

Date: _____