

TOTAL:

Center for Continuing Education OVPPRGAS VISAYAS STATE UNIVERSITY

Rating Equivalents: 5 - Outstanding

4 - Very Satisfactory 3 - Satisfactory

2 - Fair

OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

		111	2024
I, CHRISTY M. DESADES, Head of the CONTINUING PROFESSION	NAL DEVELOPMENT OFFICE, co	mmits to deliver and agree to be rated on the attainment	1011he 7511 787 3-111
following accomplishments in accordance with the indicated measures fo	or the period January - June 2024		
CHRISTY M. DESADES		CHRISTY M. DESADES	
OIC, Head		Director, Center of Continuing Education	On glul
Date: 7/1014		Date: 7/10/2/	MARILY V. GUILLE
INFORMATION ON PERSONNEL FULL-TIME TEACHING EQUIVALEN	IT (FTE): Total FTE (1x2,	RDE Commitments***	
Personnel	lumber (1) Min. FTE (2)	Research Publication Extension	

18.00

NA

18.00

0.00

NA

0.00

1.00

NA

1.00

0.00

NA

0.00

Note:

Head (CPD)

Admin Staff Members, CPD

^{***} Professors and Associate Professors are required to commit RDE outputs (Please Performance Indicators under Research (UMFO 3) and extension (UMFO 4)

MFOs/PAPs	Performance Indicator (PI)	Units/Person	Consolidate d Targets of all departments	Accomplishments		Rating				Personal (Dataile of the
		S		0/ Access	Details of Accom- plishments	Quality	Efficiency	Timeliness	Average	Remark (Details of the targetted output indicators with **)
UNIV MFO1: GENE	ERAL ADMINISTRATION & SUPPORT SERVICES									

18.00

NA

18.00

^{*} On vacation-sick-leave status. Ratio of Instruction and RDE commitments should determined based on FTE of 18 units

^{**} On Teacher's Leave status. Minimum FTE required is 18 units

OVPPRGEA MFO 1.	Pl 1. Efficient & customer-friendly frontline service									
Administrative and Support Services	PI 1.1 Percentage of complaints from clients served	Director, Unit Heads, Staff	100%	100%	zero% complaint	5.0	5.0	5.0	5.0	Zero percent complaint
Management	Percentage of NCs and CAR received and acted	Director, Unit Heads, Staff	(19/-	100%		5.0	5.0	5.0	5.0	
	Percentage of faculty and staff who attended CPD trainings and assisted with PRC license renewal	Director, Unit Heads, Staff		100%	100% All participants assisted	5.0	5.0	5.0	5.0	CPD for Veterinary Medicine
	PI 2. Effectively acted Administrative/financial documents									
	PI 2.1 Number of official documents timely and effectively acted upon	Director, Unit Heads, Staff	50	146%(73/50)		5.0	5.0	4.0	4.7	Communications/requests, planning Documents (SWOT, ROAM, OTP, WFP, PPMP, OPCR, IPCR, other documents like manuals), applications, personnel documents (DTR, renewal contracts, etc), all documents related to function o and acted upon by units
	PI 2.2 Number of quality procedure prepared/revised	Director, Unit Heads, Staff	Actual output	100%(1/1)		5.0	5.0	4.0	4.7	Guidelines on Offering of CPD Trainings
	PI 2.3 Number of administrative & management meetings conducted	Director, Unit Heads, Staff	12	50%(6/12)		5.0	5.0	4.0		Meetings with staff, with other units who have business with CPD
	Average Rating									
OVPPRGEA MFO 2.	PI 2. Efficient Planning and Monitoring Services									
Planning, Management, and Monitoring	PI 2.1 Number of programs/ <u>activities</u> /projects (PAPs) planned	Director, Unit Heads, Staff								

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Services	Number of programs developed to enhance faculty and staff capability		2	100% (2/2)	5.0	5.0	4.0	4.7	CPD for Veterinary Medicine
	VSU as accredited by PRC local CPD provider for professional teachers		Actual output	100%					Maintained PRC Accreditation
	Number of programs with PRC accreditation for CPD units		1	200% (2/1)	5.0	5.0	5.0	5.0	CPD for Veterinary Medicine
	PI 2. 2 Number of programs/ <u>activities</u> /projects (PAPs) implemented	Director, Unit Heads, Staff							
	Number of faculty and staff trained in - house for CPD units		15	186%(28/15)	5.0	5.0	5.0	5.0	CPD for Veterinary Medicine
	PI 2.3 Number of programs/ <u>activities</u> /projects (PAPs) monitored	Director, Unit Heads, Staff							
	Database on competency and skills – based trainings conducted		1	200% (2/1)	5.0	5.0	5.0	5.0	CPD for Veterinary Medicine
	Average Rating								
Total Over-all Ratir	ng .					48.	767	_	
Average Rating						4.8	877		
Adjectival Rating						Outst	anding		

Received by:

Calibrated by:

Approved:

TONI MARC L. DARGANTES

ELWIN JAY V. YU

PROSE IVY G. YEPES

Planning Office Date: JUL 1 2 2024

Chairman, PMT
Date: FIEL 24

President Date: 9/6/24

The College target should be equal to the consolidated target of the departments under the College.

^{**} To indicate in the remarks column the details of the targetted outputs for easy review and calibration.

No percentage weight for ranking purposes since the Office of the Dean is automatically attached to the highest ranking department under him.