

OH 3203  
2/11

MAR 15 2019

"Exhibit A"

# OFFICE PERFORMANCE COMMITMENT & REVIEW FORM (OPCR)

I, **ROMEL B. ARMECIN**, Head of the **Ecological Farm and Resource Management Institute (Eco-FARMI), 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** to **December 2018**.

**ROMEL B. ARMECIN**  
Head of Unit

Recommending Approval:

**OTHELLO 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	2.25	5.575	Core staff	✓	✓	✓	✓	
	<b>PI2:</b> Number of graduate students advised	5	6	Eco-FARMI Director, Core Staff	✓	✓	✓	✓	
	<b>PI3:</b> Additional output								
	Number of documents reviewed and signed for graduate students	500	540	Core Staff	✓	✓	✓	✓	
	Number of presentations revised for graduate classes	1	2	Core Staff	✓	✓	✓	✓	
	Number of oral comprehensive examination administered for graduate students	1	2	Core Staff	✓	✓	✓	✓	
	Number of GAC membership monitored		1	Eco-FARMI Director, Core Staff	4	4	4	4	

<b>MFO2: Higher Educ. Services</b>	<b>PI1:</b> Total FTE monitored	10	16.05	Eco-FARMI Director, Core Staff	5	5	5	5	
	<b>PI5:</b> Number of academe/ industry linkage established								
	<b>PI6a:</b> Number of students advised	5	7	Eco-FARMI Director, Core Staff	5	5	5	5	
	<b>PI6b:</b> Number of student organizations advised/assisted								
	<b>PI7:</b> Number of instructional materials revised/developed	1	1	Eco-FARMI Director, Core Staff	4	4	4	4	
	<b>PI8:</b> Additional outputs								
	No. of SRC membership monitored	5	10	Eco-FARMI Director, Core Staff	5	5	5	5	
<b>MFO3: Research Services</b>	<b>PI1:</b> Number of published papers in internationally indexed journal (institutional)								
	<b>PI2:</b> Number of research outputs presented in institutional/regional/ national/int'l fora/ conferences	3	7	Eco-FARMI Director, Core Staff	5	5	5	5	
	<b>PI3:</b> Number of research projects conducted and/or completed on schedule	4	14	Eco-FARMI Director, Core staff, SRA	5	5	5	5	

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	<b>PI4:</b> Number of research proposal submitted	2	3	Eco-FARMI Core Staff	5	5	5	5	
	<b>PI5:</b> Percent of research proposals approved								
	<b>PI6:</b> Amount of research money generated from external funding	6M	14.4M	Eco-FARMI Core Staff	5	5	5	5	
	<b>PI7:</b> Amount of research money generated from institutional funding	150K	338,538.00	Eco-FARMI Core Staff	5	5	5	5	
	<b>PI8:</b> Additional outputs:								
<b>MFO4: Extension Services</b>	<b>PI1:</b> Number of person-days trained weighted by length of training	50	56.5	Eco-FARMI Staff	5	5	5	5	
	<b>PI2:</b> Number of IEC materials/ techno-guides developed/ <u>used</u>	1	7	SRA, AgriTech	5	5	5	5	
	<b>PI3:</b> Number of beneficiaries served	150	200	Eco-FARMI Core Staff, SRA, AgriTech	5	5	5	5	
	<b>PI4:</b> Number of extension projects conducted and/or completed on schedule	2	3	Eco-FARMI Core Staff	5	5	5	5	
	<b>PI5:</b> Number of extension proposal submitted			Eco-FARMI Core Staff					
	<b>PI6:</b> Percent of extension proposal approved								
	<b>PI7:</b> Amount of extension money generated from institutional funding	0	300,000.00	Eco-FARMI Core Staff	5	5	5	5	
	<b>PI8:</b> Additional outputs								
	No. of IEC materials distributed	100	340	SRA, AgriTech	5	5	5	5	

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<b>MFO5: Support to Operations</b>	<b>PI1.</b> Number of university seminars/trainings/conventions coordinated								
	<b>PI2.</b> Number of in-house seminars/trainings/coordinated								
	<b>PI3.</b> Amount of income generated from activity								
	<b>PI4.</b> Additional output								
<b>MFO6: General Admin. &amp; Support Services</b>	<b>PI1.</b> Number of Eco-FARMI staff supervised and monitored	25	35	Eco-FARMI Director	✓	✓	✓	✓	Technical=5, admin=4, laborers=10, rbaSRA=1, ppgSRA=9, fmgSRA=6
	<b>PI2.</b> Number of meetings conducted	3	6	Eco-FARMI Director, Core Staff	✓	✓	✓	✓	
	<b>PI3.</b> Number of letters/memos issued	2	4	Eco-FARMI Director	✓	✓	✓	✓	
	<b>PI4.</b> Number of reports/documents submitted	6	40	Eco-FARMI Staff	✓	✓	✓	✓	Annual Report=1, IGP/STF related reports (rba, fmg)=30, reports to DA-BAR (ppg)=9
	<b>PI5.</b> Number of documents reviewed /signed	500	660	Eco-FARMI Director, Core Staff	✓	✓	✓	✓	
	<b>PI6.</b> Amount of funds generated outside VSU								
	<b>PI7.</b> Number of IGP/STF supervised	2	2	Eco-FARMI Director, Core Staff	4	4	4	4	

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	<b>PI4. Additional outputs</b>								
	No. of clients served	90	120	Eco-FARMI Core Staff, SRA, AgriTech	5	5	5	5	
	Number of incoming documents acted on time	30	40	Admin Staff	5	5	5	5	
	Number of prepared financial and administrative documents acted on time	100	135	Admin Staff	5	5	5	5	
	Number of faculty evaluation monitored	4	4	Admin Staff	4	4	4	4	
	Number of trips monitored	40	55	Admin Staff	5	5	5	5	
	Number vehicle and farm equipment monitored	10	10	Admin Staff	4	4	4	4	
	<b>Total Over-all Rating</b>							100 33	
	<b>Average Rating</b>							7.85	
	<b>Adjectival Rating</b>							0	


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Received by:

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Planning Office


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

Calibrated by:

  
**REMBERTO A. PATINDOL**  
Chairman, PMT

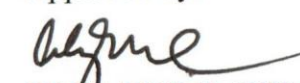
Date: \_\_\_\_\_

Recommending Approval:

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

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

Approved by:

  
**EDCARDO E. TULIN**  
President

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

- 1 – Quality
- 2 – Efficiency
- 3 – Timeliness