

Visayas State University
PHILIPPINE ROOT CROP RESEARCH AND TRAINING CENTER
 Visca, Baybay City, Leyte

OFFICE PERFORMANCE COMMITMENT REVIEW FORM (OPCR)
(TARGET and ACCOMPLISHMENT)



I, **ERLINDA A. VASQUEZ**, head of **PhilRootcrops** commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period Jan 2020 to June 2020.

Erinda A. Vasquez
ERLINDA A. VASQUEZ
 Director

Jose L. Bacusmo
JOSE L. BACUSMO
 Director for Research, OVPREI

Othello B. Capuno
OTHELLO B. CAPUNO
 VP for Res., Ext & Innovation.

Appt/Status	Position Title	Number
Head	Director, Prof VI	1
Regular	University Professor	4
Faculty wt	Professor VI	1
Vacation /	Professor V	1*
Sick Leave	Professor IV	1
Status	Professor III	1
	Professor I	1
	Asst. Professor II	2
	Instructor I	2
Regular	Science Res Specialist 2	1
Administrative	Senior Agriculturist	1
Personnel	Administrative Officer 2	1
	Administrative Aide IV	2
	Administrative Aide III	3
	Administrative Aide I	1
Casuals	Administrative Aide III	1
	Administrative Aide I	1
Contractuals	Instructor	2
	SRAs & Aides (PS)	10
	Laborers (GAA funded)	30
	Total	67

Rating Equivalents:

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

Note: 15 multi-disciplined core personnel however, 1 is on study leave for Ph.D, 1 is on sabbatical leave, and 7 are holding key administrative positions in the University (University President, VP for Planning and Res. Gen, Dean of the Graduate School, Director for Research, Director for Innovation, Director for Planning and Center Director

**-1 on sabbatical leave by February 2020*

MFO/PAP S	Success indicators	Unit/Persons Responsible	Target	Actual Accomplish- ments	Details of Accomplishments[Rating				Remarks
						Q1	E2	T3	A4	
MFO1. Advanced Education Services	NA									
MFO2. Higher Education Services	Total FTE monitored	PRDC Members	60	60						
	Number of student research and field practice advising		15	15		5	5	5	5	
	Number of hours spent on student consultation		120	140						Through on-line consultation
MFO 3: Research Services	Number of R&D outputs patented/commercializ ed/ used by the industry or by other beneficiaries <ul style="list-style-type: none"> • Rootcrop varieties • Food products 	PRDC members	5	8	Planting materials- NSIC SP 17, 25, 30 Lakan, Golden Yellow, Kapulutan, NSIC Cv 22, NSIC Cv-30, VG1-VG- 2, NSIC G-9, Kinampay, VU-2 SP weevil sex pheromone, planting treatment for cassava phytoplassma Tissue cultured rootcrop panting materials Food products – vacuum fried sp and	5	5	5	5	

					cassava, cassava cookies, chippy, yucca puffs					
	Number of research and development outputs in the fields of agro-industrial technology* published in CHED recognized refereed journals		7	1	EAVasquez / DOFerraren - ATR	3	5	5	4.33	
	Number of faculty engaged in research work applied in any of the following: • Publishing (investigative, or basic and applied scientific research)	PRDC Members	7	2	EAVasquez / DOFerraren - ATR	3	5	5	4.33	
	ADDITIONAL OUTPUTS									
	Number of Outputs Presented in Regional/National/Intern ational Fora /Conferences • In International Fora/Conferences • In National Fora/Conferences • In Regional / local Fora/Conferences		4 5 37							Outputs will be reflected in the July-Dec OPCR

	Number of awards received by staff <ul style="list-style-type: none"> International / National / Regional / local 	PRDC Members	5							Outputs will be reflected in the July-Dec OPCR
	Number of research projects implemented	PRDC Members	10							Outputs will be reflected in the July-Dec OPCR
	Amount / value of research funds / resources externally generated	PRDC Members	1,000,000.00							Outputs will be reflected in the July-Dec OPCR
	Amount / value of research funds / resources from institutional funding	PRDC Members	150,000.00	798,000.00		5	5	5	5	
	Number of technologies developed	PRDC Members	5							Outputs will be reflected in the July-Dec OPCR
	Number of proposal prepared and submitted to different funding agencies	PRDC Members	5							Outputs will be reflected in the July-Dec OPCR
	Acquisition of research equipment	PRDC Members	3							Outputs will be reflected in the July-Dec OPCR
	Percentage of Research Projects Conducted and Completed on Schedule (in the last 3 years)	PRDC Members	75							

MFO 4: Extension Services	Number of partnerships with LGUs, industry, small and medium enterprises, and local entrepreneurs and other national agency in developing, implementing or using new technologies relevant to agro-industrial development	Extension Division	5	19	NGOs – ABS-CBN Foundation, Catholic Relief Services, PMPI, Kaisahan, Inc. LGUs – Baybay City, Ormoc City, Villaba, Isabel, Palompon, Dulag, Sta. Rita Farmers's Coops and Associations – Fatima MPC Calubian, FEA-Salcedo, E. Samar, Marabut Processors Association, Baybay Farmers, Palawagan Farmers Assoc.	5	5	5	5	
	Number of poor beneficiaries of technology transfer/extension programs and activities leading to livelihood improvement	Extension Div	500	550		5	5	5	5	
	ADDITIONAL OUTPUTS									
	Number of trainings / workshops / symposia conducted	Extension Division	5	6		5	5	5	5	
	Number of person-days trained weighted by length of training	Extension Division	1,250	347		3	5	5	4.33	
	Percent of trainees who rated the training as satisfactory or better	Extension Division	85	100		5	5	5	5	
	Number of distributed IEC materials/technoguides developed/used	Extension / Administrative Div.	300	350		5	5	5	5	

	Percent of requests for IEC materials responded within 3 days	Extension Division	90	100						
	Number of planting materials distributed / sold	Production Division	150,000	199,200	SP - 182,000 Cassava - 17,200	✓	✓	✓	✓	
	Number of walk-in clientele briefed with PhilRootcrops technologies	Extension / Admin Division	300	240		4	✓	✓	4.67	Due to COVID 19 pandemic, the University stopped accepting walk-in visitors
	Amount of extension money generated from external funding (Thousand PHP)	Extension Div	150,000.00	200,000		✓	✓	✓	✓	Cost sharing of trainings and other extension activities (food, materials and travel expenses)
	Amount of extension money generated from institutional funding (Thousand PHP)	Extension Div	150,000.00	500,000.00		✓	✓	✓	✓	IEPR's budgetary allocation for 2020
MFO 5: Support To Operations	Income generating services	Production Div., Engineering Div. Administrative Div.	(12% Increase)	603,900.00		✓	✓	✓	✓	CASL income for Jan-June 2020 only Decrease in income is attributed to non-acceptance of soil, plant tissue and water samples from outside clients
MFO6: General Administration and Support Services	Records & filing services	Admin Div	100% services provided to clients within a day	100%		✓	✓	✓	✓	

	Administrative services <ul style="list-style-type: none"> No. of office documents received, encoded / typed, checked and forwarded to appropriate offices for processing No. of visitors / walk-in clientele entertained, facilitated with requests and briefed with PhilRootcrops technologies No. of best practices adopted 	Admin Div	100% process ed, approve d within a specified time 1,500	100% 300	240					Due to COVID-19 pandemic the university stopped accepting visitors into the University
			4		<ul style="list-style-type: none"> Pooling of laborers – project laborers charged under GAA are pooled to work on field activities. Field activities were already programmed by the senior agriculturist and particular number of labor force is assigned to work on the different activities. This move makes the assignment to be finished on time. Adopting the NO ENTRY POLICY in the office for 					

outsiders in response to Covid-19 pandemic. Frontliners assigned for the day will see to it that all PhilRootcrops personnel entering the office followed the set protocols (using the footbath, washing hands and using alcohol, social distancing). Visitors / outsiders are entertained in the outside lobby.

- ***Posting of monitoring sheets in the CRs and lobbies*** – with this, CRs and lobbies are clean all throughout the day because the in-charge utility man will be checked twice a day if he performed the daily cleaning. The different lobbies include the main complex, admin building and the Extension Div.

- Proactive in providing technical services to the clientele especially in the municipality of Baybay despite the Covid-19 pandemic. Different production areas were established in the

					farmers field to serve as food supplier and as raw material supplier for the rootcrop processing center in Baybay City.					
Total Over-all Rating										
Average Rating										4.87
Adjectival Rating										Outstanding

Received by:

Calibrated by:

Recommending Approval:

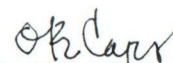
Approved by:



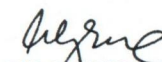
DILBERTO O. FERRAREN
VP for Planning and Res. Gen



REMBERTO A. PATINDOL
VP for Administration and Finance



OTHELLO B. CAPUNO
VP for Res., Ext & Innovation



EDGARDO E. TULIN
President

Date: _____

Date: _____

Date: _____

Date: _____

1 - Quality/effectiveness 2 - Efficiency 3 - Timeliness 4 - Average