





## Department or Civil Engineering Visca, Baybay City, Leyte, PHILIPPINES

Telefax: none

Email: cet@vsu.edu.ph Website: www.vsu.edu.ph

"Exhibit A"

## OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

I, EPIFANIA G. LORETO, Head of the Department of Civil Engineering, commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period January - December 2021.

**EPIFANIA G. LORETO** 

Department Head

Date: June 30, 2021

College Dean

June 30, 2021

INFORMATION ON PERSONNEL FULL-TIME TEACHING EQUIVALENT (FTE): Total FTE (1x

RDE Commitments\*\*\*

		Num						
	Personnel	ber Mi	n. FTE (2)	F	Research	Publication	Extension	
		(1)						_
	Department Head	1	4.0	8.0	0	0	0	Rati
	Faculty w/ Univ. Designated Position	0	2.5	0.0	0	0	0	5-0
	Regular Faculty (VSL)*	0	12.0	0.0	0	0	0	4-1
	Regular Faculty (TLS)*	8	18.0	288.0	0	0	0	3 - S 2 - F
	Part time Faculty	0	10.0	0.0	0	0	0	1-F
	Admin Staff Members	1	0.0	0.0				
TOTA			4	296.0	0	0	0	

ting Equivalents: Outstanding

Very Satisfactory Satisfactory

Fair

Poor

Note:

<sup>\*\*\*</sup> Professors and Associate Professors are required to commit RDE outputs (Please Performance Indicators under Research (UMFO 3) and extension (UMFO 4)

							mplishments		R	ating			
MFO No.			Success/Performance Indicator (PI)	Units/Person s Responsible	Target	% Accomplishment as of June 30, 2021	Details of	Quality	Efficiency	Timeliness	Average	Remark (Details of the targetted outputs indicators with *)	% weight
MFO 1	ADVAN	CEL	EDUCATION SERVICES (20%)		A		A						
	OVPA	A M	FO 1. Graduate Degree Program Management Se	rvices									
	1	eng	L. Percentage of graduate school faculty laged in research work applied in any of the bwing:	Dept. Head & Faculty									4%
			pursuing advanced research degree program (Ph.D) *										
			actively pursuing in the last three (3) years (investigative research, basic and applied scientific research, policy research social science research)										

<sup>\*</sup> On vacation-sick-leave status. Ratio of Instruction and RDE commitments should be determined based on FTE of 18 units

<sup>\*\*</sup> On Teacher's Leave status. Minimum FTE required is 18 units

				Actual Acco	mplish		R	ating			
MFO No.	Success/Performance Indicator (PI)	Units/Person s Responsible	Department Target	% Accomplishment as of June 30, 2021	Details of Accom- plishments	Quality	Efficiency	Timeliness	Average	Remark (Details of the targetted outputs indicators with *)	% weight
	c. producing technologies for commercialization or livelihood improvement										
	d. whose research resulted in an extension program										
	OVPAA MFO 2. Graduate Student Management Services										
	PI 1: Percentage of graduate students enrolled in research degree programs *	Dept. Head & Faculty									2%
	PI 2: Percentage of accredited graduate programs *	Dept. Head & Faculty									2%
	PI 3: Number of graduate degree specializations offered and monitored *	Dept. Head & Faculty									2%
	PI 4: Total FTE coordinated, implemented & monitored*	Dept. Head & Faculty									2%
	PI 5: Percentage increase in number of graduate students enrolled *	Dept. Head & Faculty									2%
	PI 6: Percentage increase in number of students who graduated within prescribed period *	Dept. Head & Faculty									2%
	PI 7: Number of graduate students awarded with honors/distinction *	Dept. Head & Faculty									2%
	PI 8: Number of graduate students advised *	Dept. Head & Faculty									2%
	PI 9: Number of instructional materials developed *	Dept. Head & Faculty									
	On-line ready courseware										
	Flexible instructional materials										
	Assessment tools										

					Actual Acco	mplish		F	Rating			
MFO No.	Success/Performance Indicator (PI)		Units/Person s Responsible	Department Target	% Accom- plishment as of June 30, 2021	Details of Accom- plishments	Quality	Efficiency	Timeliness	Average	Remark (Details of the targetted outputs indicators with *)	% weight
	PI 10: Number of virtual classrooms created and											
MFO 2	HIGHER EDUCATION SERVICES (50%)											
	PI 1. Percentage of first time licensure exam takers that pass the licensure exams *	1 1	Dept. Head & Faculty	61%								7.5%
4	Pl 2. Percentage of graduates (2 years prior) that are employed *		Dept. Head & Faculty	85%	110.71%	94.10%	5	5	5	5.00	48/51 graduates are employed	2.5%
	<u>P13</u> . Percentage of undergraduate student population enrolled in CHED-identified and RDC-identified priority programs *		Dept. Head & Faculty	100%	100%	100%	5	5	5	5.00	BSCE students - 370	2.5%
	PI 4. Percentage of undergraduate programs with accreditations *		Dept. Head & Faculty	100%	100%	100%	5	5	5	5.00	AACCUP level 1 accredited	2.5%
	PI 5: Total FTE, coordinated, implemented and monitored *		Dept. Head & Faculty	296	84%	247	5	5	4	4.67	FTE for 2nd Sem 2020 - 2021	20%
	PI 8: Number of students advised: *		Dept. Head & Faculty									
	On thesis/ field practice/special problem			30	63%	19	5	5	4	4.67	19/30 as of 1st Sem 2020-2021	1%
	No. of approved manuscript submitted within prescribed period			30	63%	19	4	5	4	4.33	19/30 as of 1st Sem 2020-2021	1%
	On consultation			300								0.5%
	PI 9: Number of student organizations advised/ assisted *		Dept. Head & Faculty									
	Student organizations advised			1	100%	1	5	5	5	5.00	PICE SC; Tarsier (JCLGaviola)	1.25%
	Student organizations assisted on student related activities			1	100%	1	5	5	5		PICE SC, Tarsier (JCLGaviola)	1.25%
	PI 10: Number of instructional materials developed *		Dept. Head & Faculty									10%
	On-line ready courseware		Dept. Head & Faculty	17	112%	19	5	5	5	5.00		
	Flexible instructional materials		Dept. Head & Faculty	30	66.66%	20	4	4	5	4.33	Instructional materials developed for courses for 2nd Semester 2020	
	Assessment tools		Dept. Head & Faculty	60	233%	140	5	5	5	5.00	1- 2021	
	PI 10: Number of virtual classrooms created and operationalized		Dept. Head & Faculty	17	88%	15	5	5	4	4.67	67	
	PI 11: Additional Outputs		Dept. Head & Faculty									
MFO 3	RESEARCH SERVICES (10%)											

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				Actual Acco	mplish		F	ating			
MFO No.	Success/Performance Indicator (PI)	Units/Person s Responsible	Department Target	% Accomplishment as of June 30, 2021	Details of Accom- plishments	Quality	Efficiency	Timeliness	Average	Remark (Details of the targetted outputs indicators with *)	% weight
	PI 1. Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	Dept. Head & Faculty									2%
	PI 2. Number of research outputs completed within the year	Dept. Head & Faculty	1							none yet	2%
	internationally-referred or CHED recognized journal within	Dept. Head & Faculty									
	In refereed int'l journals										1.50%
	In refereed nat'l/regional journals		1							none yet	0.50%
	PI 4. Number of research outputs presented in regional/national/ int'l fora/conferences *	Dept. Head & Faculty									
	In int'l fora/conferences										1.50%
	In nat'l/regional fora/conferences		1							none yet	0.50%
	PI 5. Percent of research proposals approved *	Dept. Head & Faculty									0.5%
	PI 6. Additional outputs*	Dept. Head & Faculty									
	No. of research-related awards (research conducted by faculty or student w/ faculty)										1.50%
MFO 4	EXTENSION SERVICES (10%)										
	PI 1. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities *	Dept. Head & Faculty									2.0%
	PI 2. Number of trainees weighted by the length of training *	Dept. Head & Faculty	5							none yet	2%
	PI 3. Number of extension programs organized and supported consistent with the SUC's mandated and priority programs *	Dept. Head & Faculty									2%
	PI 4. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance*	Dept. Head & Faculty								4	1%
	PI 5. Number of technical/expert services *	Dept. Head & Faculty									1%
	Research Mentoring										
	Peer reviewers/Panelists										
	Resource Persons										

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				Actual Acco	mplish		F	Rating			
MFO No.	Success/Performance Indicator (PI)	Units/Person s Responsible	Department Target	% Accomplishment as of June 30, 2021	Details of Accom- plishments	Quality	Efficiency	Timeliness	Average	Remark (Details of the targetted outputs indicators with *)	% weight
	Convenor/Organizer										
	Consultancy										
	Evaluator										
	PI 8. Percent of extension proposals approved *	Dept. Head & Faculty									0.5%
	PI 11. Additional outputs *	Dept. Head & Faculty									
MFO 5	faculty or ctudent & faculty * Support to Operations										1.5%
	OVPAA MFO 1. Faculty Development Services										
	PI1: Number of faculty pursuing advanced research degree programs (PhD) facilitated, monitored and assisted	Dept. Head & Faculty	1	100%	1	5	5	5	5.00	Engr. Hanzel N. Mejia - AIT, Thailand	####
	PI 1.1: Number of faculty pursuing advanced research degree programs (MS) facilitated, monitored and assisted *	Dept. Head & Faculty	2	50%	1	5	5	5	5.00	Engr. Andy Phil D. Cortes - UP Diliman	####
	PI 1.2: Number of faculty who finished advanced degree program on time	Dept. Head & Faculty									####
	PI: Number of faculty granted with external scholarships	Dept. Head & Faculty	1	200%	2	5	5	5	5.00	HNM and APDC	
	PI 3: Number of faculty granted with internal fellowship grants	Dept. Head & Faculty	1							none	
	PI 4: Number of faculty granted with sabbatical leave	Dept. Head & Faculty	1							none	
	PI 5: Number of faculty sent for trainings, seminars, conferences	Dept. Head & Faculty	5							none	
	OVPAA MFO 2. Faculty Recruitment/Hiring Services										
	PI 2: Number of faculty recruited/hired based on needed competencies and aligned with ISO standards *	Dept. Head & Faculty	1							none	####
	OVPI MFO 3. Faculty Evaluation Services										
	PI 3: Number of seminars/trainings/ conventions/ workshops coordinated for entire university *	Dept. Head & Faculty									0.25%

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					Actual Acco	mplish		F	ating			
MFO No.	Success/Performance Indicator (PI)		Units/Person s Responsible	Department Target	% Accomplishment as of June 30, 2021	Details of Accom- plishments	Quality	Efficiency	Timeliness	Average	Remark (Details of the targetted outputs indicators with *)	% weight
	PI 4: Number of seminars/trainings/ conventions/ workshops coordinated outside of the university *		Dept. Head & Faculty									0.25%
	PI 5: Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subjects evaluated *		Dept. Head & Faculty	100%	100%	100%	5	5	5	5.00	all faculty rated Very Satisfactory	0.75%
	PI6 : Number of in-house seminars/trainings/ workshops/reviews conducted *		Dept. Head & Faculty									0.25%
	PI 7 : Additional outputs *		Dept. Head & Faculty									
	Number of faculty/staff awards/honors received related to operations support											0.25%
	OVPAA MFO 4. Program and Institutional Accreditation S	Service	s									
	PI 8. Compliance to all requirements thru the established/adequate implementation, maintenance and improvement of the QMS of the core processes of the College/department under ISO 9001:2015*		Dept. Head & Faculty	100%	100%	100%	5	5	5	5.00		3.75%
MFO 6	General Admin. & Support Services (GASS)											
	PI 1. Submission of College/Department PPMP for the following year within deadline as prescribed by BAC*		Dept. Head	1	100%	3	5	5	5	5.00	PPMP, supplemental	1%
	PI 2. Zero percent complaint from clients served		Dept. Head & all faculty & staff	100%	100%	100%	5	5	5	5.00		2%
	PI 3. Number of coaching sessions among faculty & staff**		Dept. Head	10	50%	5	4	4	5	4.33	during monthly meeting	
	PI 4. Number of planning sessions, tracking and monitoring of targets, etc. conducted to ensure attainment of department targets**		Dept. Head	10	50%	5	4	4	4	4.00	during monthly meeting	

		0			Actual Acco	mplish		R	ating			
MFO No.	Success/Performance Indicator (PI)		Units/Person s Responsible	Department Target	% Accomplishment as of June 30, 2021	Details of Accom- plishments	Quality	Efficiency	Timeliness	Average	Remark (Details of the targetted outputs indicators with *)	% weight
	PI 5. Number of monthly/special faculty & staff meetings conducted**		Dept. Head	12	50%	6	4	4	4	4.00		
	PI 3: Additional Outputs		Dept. Head & all faculty & staff									
	Number of Best practices/new initiatives in academic units' management replicated/benchmarked by other depts/agencies *											2%
Total Over	-all Rating							10	5.000			
Average R	ating							4	.773			
Adjectival I	Rating							Out	standir	ng		

EGL- Engr. Epifania G. Loreto, MTA- Engr. Marcelo T. Abrera Jr., LJLA-Engr. Lindy Jane L. Ando, JBC-Engr.Jessie B. Corrales, GGD-Engr. Gladys G. Doydora, RAGL.-Ar. Raffy Andrew G. Loreto, HNM - Engr. Hanzel N. Mejia, RBV -Engr. Ramil B. Vincualdo Jr.

Faculty on study leave: APDC- Engr. Andy Phil D. Cortes

Received	by:
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Calibrated by:

Recommending Approval:

Approved:

REMBERTO A. PATINDOL

BEATRIZ/S. BELONIAS

Director for Planning

Chairman, PMT

Vice Pres. for Acad. Affairs Date:

President Date:

Date: JUL

Date: 7/15/21

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

\*\* No percentage weight for ranking purposes since these are activities only expected to be performed at the department level