

OP# 1
1/4/22
1/1/22



OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

"Exhibit B"

I, **MARISEL A. LEORNA**, OIC-Director of the NATIONAL COCONUT RESEARCH CENTER-Visayas, commit to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period JULY TO DECEMBER 2021

Recommending Approval:

Approved by:

MARISEL A. LEORNA
Center Director
Date: 12/27/2021

ROSA OPHELIA D. VELARDE
Director for Research
Date: 12/28/2021

MARIA JULIET C. CENIZA
Vice President, OVPREI

Date: 12/28/2021

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Units / Persons Responsible	Center Target	% of Accomplishment	Details of Accomplishment	Rating				REMARKS (Indicators in percentage should be supported with numerical values in
							Quality	Efficiency	Timeliness	Average	
OVPI MFO 2. Graduate Student Management Services											
		A1. Actual Faculty's FTE		1	292%	2.92	5	5	5	5	
	PI 8: Number of graduate students advised *	A2. Number of students advised	Acts as academic adviser to graduate students	1	200.00%	2	5	5	5	5	
OVPI UMFO 3. Higher Education Management Services											
	PI 5: Total FTE, coordinated, implemented and	A9. Actual Faculty's FTE	NCRC Core Staff	9	256.67%	23.1	5	5	5	5	
		A10. Number of grade sheets submitted within prescribed period	NCRC Core Staff	3	266.67%	8	5	5	5	5	
		A13. Number of long examinations administered and checked	NCRC Core Staff	1	800.00%	8	5	5	5	5	

		A14. Number of quizzes (assessment / learning tasks administered and checked	NCRC Core Staff	5	280.00%	14	5	5	5	5	
	PI 8: Number of students advised: *	A16. Number of students advised:	NCRC Core Staff	1	200.00%	2	5	5	5	5	
		AA17. Number of students advised on thesis/ field									
		As SRC Member	NCRC Core Staff								
		A18. Number of students entertained for consultation purposes	NCRC Core Staff	20	115.00%	23	5	5	4	4.666667	
	PI 10: Number of instructional materials developed *	A 21 : Number of on-line course ware developed and submitted :	NCRC Core Staff								
		On-line ready courseware	NCRC Core Staff	1	300.00%	3	5	5	5	5	
		Supplemental learning resources	NCRC Core Staff	1	200.00%	2	5	5	5	5	
		Assessment tools	NCRC Core Staff								
		A 23 : Number of on-line course ware reviewed by TRP & edited by MMDC editor	NCRC Core Staff	1	100.00%	1	5	5	4	4.666667	
		A 24 : Number of virtual classroom created and	NCRC Core Staff	1	500.00%	5	5	5	5	5	
		A 26. Other outputs implementing the new normal due to covid 19	NCRC Core Staff								
UMFO 3 . RESEARCH SERVICES											
	PI 1. Number of research outputs in the last three (3) years utilized by the industry or	A27. Number of research outputs in the last three (3) years utilized by the industry or by other beneficiaries *	NCRC Core Staff / Researchers	1	900.00%	9	5	5	5	5	
	PI 2. Number of research outputs completed within the year *	A 28. Number of research outputs completed within the year *	NCRC Core Staff / Researchers	2	150.00%	3	5	5	5	5	

PI 4. Number of research outputs presented in regional/national/ int'l	A 30. Number of research outputs presented in regional/national/ int'l fora/conferences *									
	International	NCRC Core Staff / Researchers	1	200.00%	2	5	5	5	5	
	Regional	NCRC Core Staff / Researchers	1	100.00%	1	5	5	4	4.666667	
	<i>In institutional fora/conferences</i>	NCRC Core Staff / Researchers	3	200.00%	6	5	5	5	5	
PI 5. Percent of research proposals approved *	A 31. Percentage of of research proposals prepared, submitted and approved		50.00%	120.00%	60%	5	5	5	5	
PI 6. Additional outputs*	A 32. No. of research-related awards (research conducted by faculty or student w/ faculty)		1	100.00%	1	5	5	4	4.666667	
	A 34. Number of UMs submitted to ITSO, VSU		1	100.00%	1	5	5	4	4.666667	
	A 35. Other outputs implementing the new normal due to covid 19		1	100.00%	1	5	5	4	4.666667	
	Number of technologies generated and utilized by industries and farmers or other clients		3	700.00%	21	5	5	5	5	
UMFO 4. EXTENSION SERVICES										
PI 1. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a	A 36. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders facilitated and maintained	NCRC Core Staff / Researchers	1	900.00%	9	5	5	5	5	DSWD, HIPEDAC, DTI, LGUs (Baybay & Hindang), SC GLOBAL, PCA, Farmers
PI 2. Number of trainees weighted by the length of training	A 37. Number of trainees weighted by the length of training	NCRC Core Staff / Researchers	8	825.00%	66	5	5	5	5	excluding radio and online platform

	PI 3. Number of extension programs organized and supported consistent with the SUC's	A 38. Number of extension programs/projects implemented	NCRC Core Staff / Researchers	3	100.00%	3	5	4	5	4.666667	
	PI 4. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and	A 39. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance	NCRC Core Staff / Researchers	75%	120.00%	90%	5	5	5	5	
	PI 5. Number of technical/expert	A 40. Number of technical/expert services	NCRC Core Staff / Researchers								
	Research Mentoring	Research Mentor		2	100.00%	2	5	4	5	4.666667	
	Resource Persons	Resource Persons	NCRC Core Staff / Researchers	3	300.00%	9	5	5	5	5	
	Consultancy	Consultant	NCRC Core Staff / Researchers	1	100.00%	1	4	5	5	4.666667	
	PI 8. Percent of extension proposals approved *	A 41. Percent of extension proposals approved *	NCRC Core Staff / Researchers								
	PI 11. Additional outputs *	A 42. No. of extension-related awards (extrn. conducted by faculty or student & faculty) *		1	100.00%	1	4	5	5	4.666667	
		A 43. Other outputs implementing the new normal due to covid 19	NCRC Core Staff / Researchers	1	200.00%	2	5	5	5	5	
		Number of beneficiaries served with technical assistance	NCRC Core Staff / Researchers				5	5	5	5	
		Groups	NCRC Core Staff / Researchers	2	200.00%	4	5	5	5	5	
		Individuals	NCRC Core Staff / Researchers	70	214.29%	150	5	5	5	5	

		Number of IEC materials/technologies developed / used	NCRC Core Staff / Researchers	3	200.00%	6	5	5	5	5	
		No. of copies of IEC materials distributed	NCRC Core Staff / Researchers	140	80.00%	112	4	4	4	4	
UMFO 5. SUPPORT TO OPERATIONS											
	OVPI MFO 1. Faculty Development Services										
		Number of faculty pursuing advanced research degree programs facilitated, monitored and assisted	NCRC Core Staff	1	100.00%	1	5	5	4	4.666667	
		Number of In-chouse seminars/training/workshops/reviews conducted/attended	NCRC Core Staff	1	300.00%	3	5	5	5	5	
	Income Generating and Production Services										
	Sustainable Income generation activities to support University activities	Number of STF/IGP's monitored, supervised and managed	Manages and monitors STF and Income Generating Projects of the Center	3	166.67%	5	5	5	5	5	
		Number of technologies commercialized / used by the industry		2	300.00%	6	5	5	5	5	
UMFO 6. General Admin. & Support											
	PI 2. Zero percent complaint from clients served	A 46. Customer friendly frontline services	NCRC Core Staff, SRA/Aide, Admin Aides, Laborers	Zero complaint	100.00%	Zero complaint	5	5	5	5	
	Efficient office management and maintenance	Number of NCRC-V personnel supervised and monitored	Department head	12	366.67%	44	5	5	5	5	
		Submission of Center's PPMP for the following year within deadline as prescribed by BAC	Department head / Admin Aides	2	500.00%	10	5	5	5	5	
		Number of NCRC-V meetings conducted/ attended	NCRC Core Staff, SRA/Aide, Admin Aides	12	208.33%	25	5	5	5	5	

		Number of documents reviewed/evaluated, signed and approved	NCRC Core Staff, SRA/Aide, Admin Aides	75	400.00%	300	5	5	5	5	
		Number of University committees/council meetings attended	NCRC Core Staff, SRA/Aide, Admin Aides	5	520.00%	26	5	5	5	5	
		Number of reports prepared/reviewed/submitted, data and other information requested by other offices	NCRC Core Staff, SRA/Aide, Admin Aides	5	100.00%	5	4	5	5	4.666667	
		Number of visitors/clients/investor briefed and entertained	NCRC Core Staff, SRA/Aide, Admin Aides	15	173.33%	26	5	5	5	5	
		Number of documents photocopied/scanned	NCRC Core Staff, SRA/Aide, Admin Aides	115	130.43%	150	5	5	5	5	
		Number of office email sent, attachment downloaded/printed	NCRC Core Staff, SRA/Aide, Admin Aides	50	298.00%	149	5	5	5	5	
		Number of documents sorted	NCRC Core Staff, SRA/Aide, Admin Aides	100	150.00%	150	5	5	5	5	
		Percentage of trips completed for in campus & outcampus trips to conduct/fetch NCRC Personnel to their destinations	NCRC Core Staff, SRA/Aide, Admin Aides	100%	100.00%	100%	5	5	4	4.666667	
		Number of documents prepared/processed (i.e. travel, payrolls, appointments, replenishments, PRs, RIS, fuel vouchers, trip tickets, PPMP, etc).	NCRC Core Staff, SRA/Aide, Admin Aides	50	600.00%	300	5	5	5	5	
		Number of research / extension reports and budget prepared / encoded and printed	NCRC Core Staff, SRA/Aide, Admin Aides	6	166.67%	10	5	5	5	5	
		Number of research proposals encoded & printed	NCRC Core Staff, SRA/Aide, Admin Aides	2	200.00%	4	5	5	5	5	
		Number of power point presentation, layout backdrops and welcome tarp prepared	NCRC Core Staff, SRA/Aide, Admin Aides	3	133.33%	4	5	5	5	5	
		Number of OPCRC/IPCR helped prepared/encoded	NCRC Core Staff, SRA/Aide, Admin Aides	10	110.00%	11	5	5	4	4.666667	

		Number of workloads and class schedules prepared	NCRC Core Staff, SRA/Aide, Admin Aides	2	100.00%	2	4	5	5	4.666667	
		Number of communication and notice of meetings prepared	NCRC Core Staff, SRA/Aide, Admin Aides	10	100.00%	10	4	4	5	4.333333	
		Number of project/study leaders appointment prepared	NCRC Core Staff, SRA/Aide, Admin Aides	8	125.00%	10	5	5	5	5	
		Maintains/check the NCRC Vehicle to ensure its availability, cleanliness and in good running condition	NCRC Core Staff, SRA/Aide, Admin Aides	1x a week maintained /checked	400.00%	4x a week	5	5	5	5	
		Number of documents sorted / consolidated for filing	NCRC Core Staff, SRA/Aide, Admin Aides	150	166.67%	250	5	5	5	5	
	Total Over-all Rating									4.89	
	Average Rating			4.89	Comments and Recommendations for Development Purposes:						
	Approved Additional Points (w/ copy of A[proval)										
	FINAL RATING			4.89							
	ADJECTIVAL RATING			OUSTANDING							

Received by:


Calibrated by:


Evaluated & Rated by:


Recommending Approval:


Approved by:


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 PMT


ROSA OPHELIA D. VELARDE
 Director for Research
 Date: 12/28/2021


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 Date: 12/28/2021


EDGARDO E. TULIN
 President
 Date: 01/06/2022

Date: 6 Jan 2022

Date: 1/03/2022