



OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

I, **Teofanes A. Patindol**, Director of the Institute of **Tropical Ecology and Environmental Science (ITEEM)**, 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 - June 2024**.

TEOFANES A. PATINDOL
Director, ITEEM
Date: _____

Approved: **ARTURO E. PASA**
Dean, CFES
Date: _____

ROTACIO S. GRAVOSO
Vice President for Academic Affairs
Date: _____

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

Personnel	Number	Total FTE	RDE Commitments***		
			Research	Publication	Extension
Director	1	12.0	1.0	0	1
Faculty w/ Univ. Designated Position	3	60.0	3.0	1	3
Regular Faculty (VSL)*	5	0.0	5.0	1	5
Regular Faculty (TLS)*	0	72.0	0.0	1	0
Part time Faculty	5	0.0	0.0	0	0
Admin Staff Members & RAs	27				
TOTAL		144	9.0	3	9

Rating Equivalents:
5 - Outstanding
4 - Very Satisfactory
3 - Satisfactory
2 - Fair
1 - Poor

Note: * On vacation-sick-leave status. Ratio of Instruction and RDE commitmtents should determined based on FTE of 18 units

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

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

Rcd. by: **Arturo E. Pasa**
11-27-24

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MFO No.	Success/Performance Indicator (PI)	Units/Persons Responsible	TARGETS	Actual Accomplishments		Rating				Remark (Details of the targetted output indicators with **)	% weight
				% Accomplishment	Details of Accomplishments	Quality	Efficiency	Timeliness	Average		
MFO 1 ADVANCED EDUCATION SERVICES (20%)											
	PI 1. Total FTE monitored	ITEEM Faculty	2	10.35	MMB-2.67 KJGL- 2.56 HVO- 2.56 SAC-2.56	5	5	5	5		
	PI 2. Number of graduate degree programs/ specializations offered and monitored	ITEEM Faculty	1	1.00	MS Tropical Ecology						
	PI 3. Percentage increase in graduate students enrolled	ITEEM Faculty	1%	1.38%	(11/8) Sebidos Al Helal Siddique	5	5	5	5		
	PI 4. Percentage increase in number of graduate students who graduated on time	ITEEM Faculty	1%	0%						(No MSTREC student was scheduled for 2nd Sem 2023 2024)	
	PI 5. Number of graduate students awarded with scholarship/assistantship	ITEEM Faculty	1	3.00	P. Maguchu-GTA Nierves-DOST Florentino-Gerry Roxas Foundation	5	5	5	5		
	PI 6. Number of students awarded with	ITEEM Faculty	N/A								
	PI 7. Number of graduate student supported by CFES research projects	ITEEM Faculty	1	2.00	ECoSAP- Pelino, Gundemaro	5	5	5	5		
	PI 8. Number of new international students enrolled	ITEEM Faculty	1	2.00	Abu Sayed Helal, Abu Bakkar Siddique	5	5	5	5		
MFO 2 HIGHER EDUCATION SERVICES (50%)											
	PI 1: Total FTE monitored	ITEEM Faculty	5	31.35	MMB- 5.7 ABO- 14.55 KJGL-11.1	5	5	5	5		
	PI 2: Number of new or revised curricular proposals submitted	ITEEM Faculty	N/A								
	PI 3: Number of new or revised proposals approved by UCC	ITEEM Faculty	N/A								
	PI 4: Number of new degree programs implemented	ITEEM Faculty	N/A								

MFO No.	Success/Performance Indicator (PI)	Units/Persons Responsible	TARGETS	Actual Accomplishments		Rating				Remark (Details of the targetted output indicators with **)	% weight
				% Accomplishment	Details of Accomplishments	Quality	Efficiency	Timeliness	Average		
	PI 5: Number of programs with COPC	ITEEM Faculty	1	1.00	✓ BSES						
	PI 6: Number of programs applying for COPC	ITEEM Faculty	N/A								
	PI 7: Percentage passing in licensure examinations (1st time takers)	N/A	N/A								
	PI 8: Percentage passing in licensure examinations (overall including repeaters)	N/A	N/A								
	PI 9: Percentage of faculty rated at least VS in the Teaching performance evaluation by students	ITEEM Faculty	N/A	89.41%	✓	5	5	5	5		
	PI 10: Percentage of faculty rated at least VS by supervisor	ITEEM Faculty	70%	100%	✓	5	5	5	5		
	PI 11: Percentage of courses offered with approved course syllabi	ITEEM Faculty	85%	100%	✓	4	4	4	4		
	PI 12: Percentage of courses with approved syllabi	ITEEM Faculty	85%	100%	✓	5	5	5	5		
	PI 13: Percentage of courses offered with final grades submitted within the allowable	ITEEM Faculty	100%	100%	✓	5	5	5	5		
	PI 14: Percentage of undergraduate students who graduated within the prescribed period	ITEEM Faculty	30%	100%	✓ 22/22	5	5	5	5		
	PI 15: Number of undergraduate thesis students supported by CFES research project	ITEEM Faculty	3	7.00	✓ ECo-SAP (6): Compendio, Daguplo, Pino, Ladica, Canciller, Abrillo Biliran Project (1): Belas	5	5	5	5		
	PI 16: Percentage of undergraduate students enrolled on schedule	ITEEM Faculty	15%	80%	✓	5	5	5	5	11/20	
	PI 17: Percentage of graduate students employed (2 years prior)	ITEEM Faculty	82%	100%	✓ 14/14 are employed	5	5	5	5		

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MFO No.	Success/Performance Indicator (PI)	Units/Persons Responsible	TARGETS	Actual Accomplishments		Rating				Remark (Details of the targetted output indicators with **)	% weight
				% Accomplishment	Details of Accomplishments	Quality	Efficiency	Timeliness	Average		
MFO 3 RESEARCH SERVICES (10%)											
	PI 1. Percent of research proposals submitted	ITEEM Faculty	25%	100% (5 studies)	- Ecological Assessment and Conservation of Aquilaria through Sustainable Agarwood Production (ECo-SAP)	5	5	5	5		
				(7 studies)	- Biodiversity of Marine Flora and Fauna in Artificial Reefs of Baybay City and Selected Municipalities of the 5th District of Leyte						
	PI 2. Percent of research proposals approved	ITEEM Faculty	25%	100% (5 studies)	- Ecological Assessment and Conservation of Aquilaria through Sustainable Agarwood Production (ECo-SAP)	5	5	5	5		
				(7 studies)	- Biodiversity of Marine Flora and Fauna in Artificial Reefs of Baybay City and Selected Municipalities of the 5th District of Leyte						

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				% Accomplishment	Details of Accomplishments	Quality	Efficiency	Timeliness	Average		
	PI 3: Number of approved research projects/studies implemented	ITEEM Faculty	25%	100% (5 studies)	- Ecological Assessment and Conservation of Aquilaria through Sustainable Agarwood Production (ECo-SAP)	5	5	5	5		
				(7 studies)	- Biodiversity of Marine Flora and Fauna in Artificial Reefs of Baybay City and Selected Municipalities of the 5th District of Leyte						
	PI 5: Amount of research money obtained from internal sources	ITEEM Faculty	100K	845910.00	VSU Internationalization Program ECo-SAP VSU-IP-2021-9 -January to June- P845,910.00 2 SRA@22,000 3 SRAide@14,720.00 4 Laborers @9000 CA-100,950.00	5	5	5	5		
	PI 6. Number of research outputs presented										
	a. International Conferences										
	b. National Conferences										
	c. Regional or Institutional Conferences	ITEEM Faculty	1	1	Ecological Assessment and Conservation of Aquilaria through Sustainable Agarwood Production (ECo-SAP)	5	5	5	5		

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				% Accomplishment	Details of Accomplishments	Quality	Efficiency	Timeliness	Average		
	PI 7. Number of patent applications	ITEEM Faculty	N/A	N/A							
	PI 8. Number of patents approved	ITEEM Faculty	N/A	N/A							
	PI 9. Number of creative works published	ITEEM Faculty	N/A	N/A							
	PI 10. Number of research articles derived from approved research in the university, submitted	ITEEM Faculty	1	1	MMB- The Role of Women in Conceptualizing, Promoting, and Implementing Rainforestation Native Tree Forest Restoration. 2024	5	5	5	5		
	PI 11: Number of research articles derived from approved research in the university, published	ITEEM Faculty	1	1	MMB- The Role of Women in Conceptualizing, Promoting, and Implementing Rainforestation Native Tree Forest Restoration. 2024	5	5	5	5		
	PI 12. Number of research outputs utilized by	ITEEM Faculty	2	1	Rainforestation	5	5	5	5		
MFO 4 EXTENSION SERVICES (10%)											
	PI 1: Number of extension proposals submitted	ITEEM Faculty	1	4	NRM,Biliran, ALS Silago, CRM	5	5	5	5		
	PI 2: Number of extension proposal approved	ITEEM Faculty	1	4	NRM,Biliran, ALS Silago, CRM	5	5	5	5		
	PI 3: Number of approved extension projects implemented	ITEEM Faculty	1	4	NRM,Biliran, ALS Silago, CRM	5	5	5	5		
	PI 4: Number of extension outputs presented										
	a. International Conferences	ITEEM Faculty									
	b. National Conferences	ITEEM Faculty	1	1		5	5	5	5		
	c. Regional or Institutional Conferences	ITEEM Faculty	1	3	Annual In house Review, NRM, Biliran, ALS Silago	5	5	5	5		

MFO No.	Success/Performance Indicator (PI)	Units/Persons Responsible	TARGETS	Actual Accomplishments		Rating				Remark (Details of the targetted output indicators with **)	% weight
				% Accomplishment	Details of Accomplishments	Quality	Efficiency	Timeliness	Average		
	PI 5: Number of extension activities	ITEEM Faculty	N/A	1	/	5	5	5	5		
	PI 6: Number of trainings, seminars and fora		1	1	/ Training RAF	5	5	5	5		
	PI 7: Number of expert services rendered:										
	a. peer reviewer of journal/book	ITEEM Faculty		1	/ MMB	5	5	5	5		
	b. reviewer of research and extension	ITEEM Faculty		1	/ MMB	5	5	5	5		
	c. resource speaker/person (panelist,	ITEEM Faculty	1	3	/ ABO, KJGL, MMB	5	5	5	5		
	d. accreditor										
	e. consultancy										
	PI 13: Amount of extension money obtained from internal sources	ITEEM Faculty	25K	420K	/ NRM-150K BILIRAN-120K ALS-SILAGO-150K	5	5	5	5		
	PI 14: No. of MOA/MOU as active partnerships with LGUs, Industries, NGOs, NGAs, SMEs and other stakeholders as a	ITEEM Faculty	2	2	/ LGU Barili and LGU Quinapondan	5	5	5	5		
	PI 15: Number of trainees weighted by the length of training	ITEEM Faculty	80	94	/ Training RAF	5	5	5	5		
	PI 16: No. of extension programs and projects consistent with VSUs mandated and priority	ITEEM Faculty	1	3	/ NRM, Biliran, ALS Silago,	5	5	5	5		
	PI 17: Percentage of beneficiaries who rated the training course as satisfactory or higher in terms of quality and relevance	ITEEM Faculty	90%	97.45%	/	5	5	5	5		
MFO 5 Support to Operations (10%)											
OVPA MFO 1. Faculty Development Services											
	PI 1: Number of faculty pursuing advanced research degree	ITEEM Faculty	N/A	1.00	/ JOP- DOST, Nagoya University	5	5	5	5		
	PI 3: Number of faculty granted with external scholarship	ITEEM Faculty	N/A	1.00	/ JOP- DOST, Nagoya University	5	5	5	5		

MFO No.	Success/Performance Indicator (PI)	Units/Persons Responsible	TARGETS	Actual Accomplishments		Rating				Remark (Details of the targetted output indicators with **)	% weight
				% Accomplishment	Details of Accomplishments	Quality	Efficiency	Timeliness	Average		
	PI 5: Number of faculty granted with sabbatical leave	ITEEM Faculty	N/A	1.00	EDE	5	5	5	5		
	PI 7: Number of faculty sent to trainings, seminars and conferences	ITEEM Faculty	1	6.00	MMB, ABO, KJGL	5	5	5	5		
	PI 8: Number of faculty scholars who graduated on time	ITEEM Faculty	N/A	N/A							
OVPAAs MFO 2. Faculty Recruitment/Hiring Services											
	PI 1: Number of new faculty hired with at least master's degree	Director & Faculty	1	-						The request to hire regular faculty was not granted.	
OVPAAs MFO 3. Faculty Evaluation Services											
	PI 1: Number of Scopus, WoS and ACI publications and other reputable journals	ITEEM Faculty	2	1	GCFJr., JOP, MMB: Social Ethics Society Journal of Applied Philosophy Special Issue, June 2024, 273-295	4	4	4	4	"The Role of Women in Conceptualizing, Promoting, and Implementing Reforestation Native Tree Forest Restoration"	
OVPAAs MFO 4. Program and Institutional Accreditation Services											
	PI 1 :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	ITEEM Faculty & Staff	Zero non-conformity	100% compliant		5	5	5	5		
	PI 2: Compliance to all requirements of the program and institutional accreditations	ITEEM Faculty & Staff	100% compliant	100% compliant		5	5	5	5		
OVPAAs MFO 5. Registration Services											
	PI 1 :Percentage of students enrolled and validated within the registration period	ITEEM Faculty & Staff	40%	100%		5	5	5	5		
	PI 2: Number of students advised during the registration period	ITEEM Faculty & Staff	30	163	MMB-23 ABO- 57 KJGL-83	5	5	5	5		

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				% Accomplishment	Details of Accomplishments	Quality	Efficiency	Timeliness	Average		
MFO 6 General Admin. & Support Services (GASS)											
	PI 1: Number of departments/institutes/offices supervised	ITEEM Faculty	1	1	/	5	5	5	5		
	PI 2: Number of management meetings conducted/attended	ITEEM Faculty & Staff	4	3	/	3	3	3	3		
	PI 3: Number of committee meetings conducted/attended	ITEEM Faculty & Staff	2	3	/	5	5	5	5		
	PI 4: Number of routinary documents acted	ITEEM Faculty & Staff	5	200+	/	5	5	5	5		
	PI 5: Number of requests acted	ITEEM Faculty & Staff	1	150	/	5	5	5	5		
	PI 6: Number of memoranda/communications/ notices	ITEEM Faculty & Staff	1	15	/	5	5	5	5		
	PI 7: Percentage of IFWs submitted to OVPAA September 30	ITEEM Faculty & Staff	100%	100%	/	5	5	5	5		
	PI 8: Percentage of Report of Actual teaching loads submitted to OVPAA 30 days after the	ITEEM Faculty & Staff	100%	100%	/	5	5	5	5		
	PI 9. Percentage of faculty and staff submitted a dtr every month	ITEEM Faculty & Staff	100%	90%	/	3	3	3	3		
	PI 10. Percentage of complaints, if any, addressed on time	ITEEM Faculty & Staff	40%	(no complaints received)	/	5	5	5	5	(no complaints received)	
	PI 11. Percentage of action plans implemented and monitored as scheduled	Director	25%	95%	/	5	5	5	5		
	PI 12. Monthly accomplishment report submitted on time.	ITEEM Faculty & Staff	100%	100%	/	5	5	5	5		
	PI 14: Percentage of budget utilization from GAA	ITEEM Faculty & Staff	40%	60%	/	5	5	5	5		
	PI 16. Responses to NCs and CARs issuances										
	Percentage of NCs received and acted	ITEEM Faculty & Staff	0%		/					no NCs received	

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				% Accomplishment	Details of Accomplishments	Quality	Efficiency	Timeliness	Average		
	Percentage of CARs received and acted	ITEEM Faculty & Staff	0%	100%	CAR 24-03	3	3	3	3	The same CAR was issued in 2023 (CAR 23-177) and has been acted and resolved in 2023 also.	
	PI 10. Additional outputs										
	Number of OPCR and IPCR (targets and accomplishments) and exhibit attachments prepared	ITEEM Faculty & Staff		61		5	5	5	5	1 – OPCR Accompl (Jul-Dec 2023) 8 – IPCR Accompl (Jul-Dec 2023) + 43 exhibits 1 – OPCR Targets (Jan-Dec 2024) 7 – IPCR Targets (Jan-Dec 2024)	
	On-time submission of Institute's PPMPs	ITEEM Faculty & Staff		PPMPs submitted on time							
	Number of research/extension project and affiliate faculty appointments prepared	ITEEM Faculty & Staff		71		5	5	5	5	21 – Affiliates 2 – dDRC & AdDRC 48 – Res/Ext	
	Number of IMs, IEC materials, markers, posters, signages, etc., effectively designed/ produced	ITEEM Faculty & Staff		33		5	5	5	5	3 – ITEEM posters for VSU anniv 1 – no fishing signage 2 – ITEEM room label 4 – theses marker 1 – biodiv center logo 1 – welcome poster (Nagoya Univ Prof) 2 – welcome posters for RF training 1 – backdrop 1 – training shirt 6 – certificate designs 1 – ITEEM Org. Structure (editing)	

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				% Accomplishment	Details of Accomplishments	Quality	Efficiency	Timeliness	Average		
	Number of diving tasks conducted	ITEEM Faculty & Staff	4	12		5	5	5	5	Diving tasks conducted in assistance to the instruction, research and extension functions of the Institute	
Total Over-all Rating						317					
Average Rating						4.88					
Adjectival Rating						Outstanding					

Received by:

TONI MARC L. DARGANTES
Head, Planning Office

Date: OCT 01 2024

Calibrated by:

MOISES NEIL V. SERTINO
Chairman, PMT
Date: 11/15/24

Approved:

PROSE IVY G. YEPES
President
Date: 11-15-24

- * 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