

"Exhibit A"



OFFICE PERFORMANCE COMMITMENT & REVIEW FORM (OPCR)

I, **Othello B. Capuno**, Director of the **Office of the Vice President for Research and Extension** 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 to June, 2019**.

Approved:

Othello B. Capuno
OTHELLO B. CAPUNO
 VP for Research and Extension
 Date: _____

Edgardo E. Tulín
EDGARDO E. TULIN
 University President
 Date: _____

Personnel Composition	Position Title/ Designation	Number
Permanent	University Professor/ Director	1
	Professor V	1
	Associate Professor IV	1
	Broadcast Production Supervisor	1
	Admin Aide VI	1
	Admin Aide IV	2
	Admin Aide III	1
	Instructor I	1
Temporary	Instructor I	1
Regular	SRA	1
Casual	Admin Aide III	3
Contractual	Science Aide	1
JO	SRA	7
	Science Aide	1
	Utility	1
	Labofer	8
	Sub-TOTAL	33

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

MFOs/PAPs	Success Indicators	Targets	Actual Accomplishment (as of September)	Unit/Persons Responsible	Rating				Remarks
					Q ¹	E ²	T ³	A ⁴	
UMFO 3: RESEARCH SERVICES									
	PI 1: Number of Outputs Published in CHED-accredited journals/internationally indexed journal/books or book chapter	25	30	Director/with RPO support staff and with assistance from research centers & colleges	5	5	5	5	
	PI 2: Number of Outputs Presented in Scientific fora (Regional/ National/ International/Conferences/ Conventions)	15	20	Research Director/ with RPO support staff and with assistance from research centers & colleges	5	5	5	5	
	International Fora/ Conferences								
	In National Fora/ Conferences								
	In Regional Fora/ Conferences								

	In Local Fora/Conferences								
	PI 3: Number of Research Projects Conducted and Completed on Schedule	5	5	Research Director/with RPO support staff with assistance from research centers & colleges	5	5	5	5	
	PI 4: Number of research proposals submitted for external funding	10	30	VP for R&E, ViCARP Director, Research Director, Research Centers & Colleges	5	5	5	5	
	PI 5: Number of Research Proposals reviewed for internal funding	17	25	Research Director/ RPO support staff and research centers & colleges	5	5	5	5	
	PI 6: Number of Research Proposals approved for internal funding	12	22	Research Director/ RPO and research centers & colleges	5	5	4.5	4.83	

	PI 7: Amount of research money generated from external funding	3M	1.3 B	Research Director/ with RPO support staff and research centers & colleges	5	5	5	5	
	PI 8: Amount of research money generated from institutional funding	10M	27.50M	Research Director/ with RPO support staff and research centers & colleges	5	5	4.5	4.83	
	PI 9. Number of research collaboration/partnerships with LGUs, agencies, industry, private individuals, and local entrepreneurs established/ maintained	12	25	Research Director/ with RPO support staff and research centers & colleges	5	5	4.5	4.83	
	PI 10: Number of VSU technologies registered for IP protection (Utility Model)	0	8	TPTO Staff, Researcher, IPOPHL	5	5	5	5	

	PI 11: : Number of VSU technologies and/ or creative works filed for protection (i.e. patents, utility model, copyright, trademark)	8	14 (Utility Models)	TPTO Staff, Researcher, IPOPHL	5	5	5	5	<i>Filed under the DOST-TAPI IPR Assistance Program</i>
UMFO 4. Extension Services	PI 1.No. of trainings / seminar-workshops conducted/coordinated	47	50	OVPRE, Centers, College, Department, VSU TVET	5.0	4.9	5.0	4.97	
	PI 2.No. of persons trained	2,000	2,870	OVPRE, Centers, College, Department, VSU TVET	4.8	4.9	5.0	4.9	
	PI 3.No. of other extension delivery services conducted/coordinated	5	6	OVPRE, Centers, College, Department, VSU TVET	4.8	5.0	5.0	4.93	
	PI 4. No. of technical advisory service beneficiaries	3,100	3,255	OVPRE, VSU TVET, Centers, Departments	4.9	5.0	4.8	4.9	
	PI 5. No. of IEC materials/R&E corporate publications produced on	10	15	OVPRE, VSU TVET, Centers,	4.5	4.9	5.0	4.8	

	time			Departments					
	PI 6. No. of publications circulated on time	5	8	OVPRE	4.8	5.0	4.9	4.9	
UMFO 4. ADMIN. SERVICES	PI 1: Transportation requests served	65	120	Admin Aide IV	5	5	5	5	
	PI 2: Vehicle maintenance	100%	100%	Admin Aide IV	5	4.9	5	4.97	
	PI 3: On call service when requested	100%	100%	Admin Aide	5	4.9	5	4.97	
UMFO 5: RESEARCH SERVICES									
A. Research Faculty Development Services	PI 1: Number of faculty pursuing advanced research degree programs (MS, PhD) facilitated, monitored and assisted	3	8	Director/ RPO/ research centers & colleges	5	5	5	5	
B. Research Faculty Evaluation Services	PI 1: Number of in house reviews/ seminars/ trainings/ conventions/ workshops coordinated/ conducted/ attended	4	6	Director/with RPO support staff / Center Directors with support staff and	5	5	5	5	

				technical experts from other units					
	PI 2: Number of research projects monitored/ facilitated for review (during the Annual In- house Review)	120	140	Director/with RPO support staff/ research centers & colleges	5	5	5	5	
	PI 3: Number of R&D programs/ projects monitored	65	150	RPO / Director/with support staff	5	5	5	5	
C. Research Administra tion Services	PI 1: Number of documents/papers recorded and delivered	2,050	2,290	Admin. Aide III	5	4.9	5	4.97	
	PI 2: Number of vouchers, PRs, payrolls, trip tickets, job orders, appointments followed up	1050	1,150	Admin. Aide III	5	5	5	5	
	PI 3: Number of copies reproduced	3,000	3,080	Admin. Aide III	5	5	5	5	
	PI 4: Number of notices of meetings distributed to research centers/ colleges/ departments	1,090	1,227	Admin. Aide III	5	4.9	5	4.97	

	PI 5: Percentage of facilitative services against time Office operations and facilitation/transaction of related matters and documents	100%	100%	Director and VP-OVPRE with RPO support and unit staff concerned	5	5	4.9	4.97	
	PI 6: No. of documents prepared and facilitated (PR, RS, Job Contact, Travel Orders, Trip Tickets, PO, Application for Leave, Payrolls, etc., for VP approval	258	439	Admin Aide III	5	5	4.9	4.97	
	PI 7: No. of Incoming documents/ papers for VP approval	250	265	Admin Aide VI	4.9	4.9	4.9	4.9	
	PI 8: No. of Incoming documents/ papers for VP approval	1,485	1,879	Admin Aide III	5	4.9	4.9	4.93	
	PI 9: No. of visitors entertained	240	240	Admin Aide III & VI	5	5	5	5	
	PI 10: No. of meetings scheduled and facilitated	120	130	Admin Aide III & VI, RPO Support	5	5	5	5	

				Staff concerned					
	PI 10: Number class evaluation facilitated	10	15	Admin Aide VI, SRA	5	5	5	5	
PI 12 : ADDITIONAL OUTPUTS	A1 : Number of research output publication produced/ related technical publication/ Research Manual produced and distributed	4	8	Director/ with OVPRE support staff and authors from other units	4.9	4.9	4.9	4.9	Research Manual, RDE Highlights
	A 2: Number of consolidated, validated and compiled data/ records	7	13	Director/with RPO support staff	4.9	4.9	4.9	4.9	
Total Over-all Rating								183.34	
Average Rating								4.96	
Adjectival Rating								O	Outstanding

Received by:



DILBERTO O. FERRAREN
Planning Office

Date: _____

Calibrated by:



REMBERTO A. PATINDOL
PMT

Date: _____

Recommending Approval:



OTHELLO B. CAPUNO
Vice President

Date: _____

Approved by:



EDGARDO E. TULIN
President

Date: _____

*Rating Code: 1 – Quality

2 – Efficiency

3 – Timeliness

4 – Average