

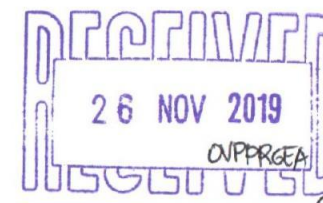
OAH 11849

11/25

Visayas State University
QUALITY ASSURANCE OFFICE

Visca, Baybay City, Leyte

OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)



I, MILAGROS C. BALES, Director of the Quality Assurance Office (QAC), 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 2019

Prepared by:

MILAGROS C. BALES
 Director for Quality Assurance

Date:

Approved by:

BEATRIZ S. BELONIAS
 VP for Instruction

Date:

INFORMATION ON PERSONNEL

Personnel	Number
Director for Quality Assurance (designee)	1
Assist. Director for Quality Assurance (designee)	2
Admin assistant (Ms. Pamela Orano)	1
Clerk (Job order status)	1

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

MFO No.	MFO Description	Success/Performance Indicator (PI)	Unit/Persons Responsible	Target for 2019	Actual Accomplishments as of June 2019		Rating				Remarks
					Actual	%	5	4	3	2	
UMFO 5	Support to Operations										
	OVPI MFO 4. Program and Institutional Accreditation Services										
	QAC PI 1. Number of degree programs which passed accreditation/evaluation			4	4	100	5	5	5	5	
	AACCUP	Number of PPPs reviewed/edited	MCBales/EEOng	10	38	380	5	5	5	5	

		Level IV 2nd round visit implementation	Mbales/EEOngy/ MMagdadaró; Heads of the Program	1	1%	100	5	5	5	5	
		Level III Program Re- accreditation	Mbales/EEOngy/ MMagdadaró; Heads of the Program				5	5	5	5	Programs under Isabel Campus to be visited on September 18-20, 2019; document preparation ngoing
		Programs for PSV	Mbales/EEOngy/ MMagdadaró; Heads of the Program	3							5 Programs to be visited on Dec 2-6, 2019
	QAC PI 2. ISO:9001-2015 Certified			stage 2 Externally Audited							Documentation ongoing
		Number of quality procedures and manuals reviewed/ produced	MCBales/ EEOngy/MMagd adaro	15	80	533%	5	5	5	5	under review
		Number of intenal and external audits coordinated	MCBales/ EEOngy/MMagd adaro	2							Internal audit to be conducted on Sept 10-12, 2019; and extenal will be done on Nov. 22 and 1st week of Feb. 2020.
		Number of management reviews coordinated/conducted	MCBales/ EEOngy/MMagd adaro	1							To be conducted on October 18, 2019
		No. of ISO-related trainings/workshops coordinated/faciltiated		4	5	125	5	5	5	5	Conduct of Gap Assessment workshop, Risk assessment, Process Documentation, Internal Audit Training, Awareness seminars, Documentation workshops
		Number of processes monitored during the roll out		15							Roll out will be done on July 16, 2019
		Percentage of programmed ISO- related activities are implemented within the targeted timeline		100%	60%						Documentation ongoing with many other work inteventions like graduation and other accreditation activities
	QAC PI 3. Institutional Sustainability Assessment (ISA) Accredited										

		Percentage of completion of Institutional Sustainability Assessment (ISA) Accreditation	Mbales/EEOngy/ MMagdadaro / PPOrano/ Task force Committees	100%	0%						Cannot be done due to many conflicts of accreditation.
		Number of supporting documents prepared and bound ready for evaluation	Mbales/EEOngy/ MMagdadaro / PPOrano/ Task force Committees	30	50						
	QAC PI 4. Administrative Service										
		Number of pages of documents to photocopy as supporting Documents for AACCUP,ISO,ISA and CHED Monitoring	PPOrano/ RAValenzona	5,000 pages	10000	200%	5	5	5	5	
		Number of manuals to be reproduced and disseminated	PPOrano/RAValenzona	100 copies	200	200%	5	5	4	4.66	
		Number of PPPs to print (copy for the internal technical evaluators for corrections)	PPOrano/RAValenzona	10	10	100	5	5	5	5	
	QAC PI 5. Support to Operations										
		Number of meetings/workshops/trainings facilitated (AACCUP, ISO, etc)		6	4	66%	5	5	4	4.67	
		Number of PPPs to edit for final layout and to print for file (for Levels IV and III accreditation)	PPOrano/ RAVa	10 PPPs for level IV	10	100%	5	5	5	5	
		Number of PPPs to edit for final layout and printing for AACCUP Accreditors	PPOrano/ RAValenzona								

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Received by:



Planning Office

Date: _____

Calibrated by:

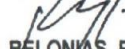


REMBERTO A. PATINDOL, Ph.D.

Chair, PMT

Date: _____

Recommending Approval:



BEATRIZ S. BELONIAS, Ph.D.

Vice Pres. for Instruction

Date: _____

Approved:



4 EDGARDO E. TULIN, Ph.D.

President

Date: _____

06

11/76

1 - Quality

2 - Efficiency

3 - Timeliness

4 - Average