

**SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS
WITH MULTIPLE FUNCTIONS
January to June 2021**

Name of Faculty Member: EUTIQUIO E SUDARIA

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
Instruction			
a. Head/Dean			
b. Students		25%	
Research			
a. Dept Head/Center Director	4.78	$4.78 \times 25\% =$	1.195
b.			
Extension			
a. Dept Head/Center Director	4.92	$4.92 \times 20\% =$	0.984
Production			
a. Dept Head/Center Director	4.67	$4.67 \times 30\% =$	1.401
TOTAL			3.58

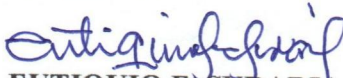
EQUIVALENT NUMERICAL RATING: 3.58

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 3.58

ADJECTIVAL RATING: Very Satisfactory


Prepared by:


EUTIQUIO E. SUDARIA
Name of Faculty

Noted:


MARISEL A. LEORNA
Center Director

Recommending Approval:


ROSA OPHELIA D. VELARDE
Director for Research

Approved:


MARIA JULIET C. CENIZA
Vice President for Research, Extension & Innovation

"Exhibit B"

Eutiquio E. Sudaria
EUTQUIO E. SUDARIA

Recommending Approval:

Approved:

MA. JULIET C. CENIZA
Vice President, OVPREI

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target	% of Accomplishment	Details of Accomplishment	Rating				REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
							Quality	Efficiency	Timeliness	Average	
UMFO 3 . RESEARCH SERVICES											
	PI 2. Number of research outputs completed within the year *	A 28. Number of research outputs completed within the year *	Conducts and completes research project within the year	1	300%	3	5	5	5	5.00	
	PI 5. Percent of research proposals approved *	A 31. Percentage of research proposals prepared, submitted and approved	Prepares research proposals, submits and follows up its approval for immediate implementation	60%	167%	100%	5	5	4	4.67	
	PI 6. Additional outputs*	A 32. No. of research-related awards (research conducted by faculty or student w/ faculty)									
		A 34. Number of UMs submitted to ITSO, VSU	Prepares and submits application for UM of technology generated out of research output								
		Number of technologies generated and utilized by industries and farmers or other clients		1	100%	1	5	5	4	4.67	
UMFO 4. EXTENSION SERVICES											

	PI 3. Number of extension programs organized and supported consistent with the SUC's mandated and priority programs	A 38. Number of extension programs/projects implemented	Implementes duly approved extension projects	1	100%	1	5	5	4	4.67	
	PI 5. Number of technical/expert services	A 40. Number of technical/expert services as/in:	Provides the technical and expert services requested by beneficiaries								
	Research Mentoring	Research Mentor		1	100%	1	5	5	5	5.00	
	Resource Persons	Resource Persons									
	PI 8. Percent of extension proposals approved *	A 41. Percent of extension proposals approved *	Prepares extension project proposals, submits and follow up its approval for immediate implementation								
	PI 11. Additional outputs *	A 42. No. of extension-related awards (extrn. conducted by faculty or student & faculty) *									
		Number of beneficiaries served with technical assistance									
		Groups		1	100%	1	5	5	5	5.00	
		No. of copies of IEC materials distributed	Edits and review IEC materials, distribute information materials	10	300%	30	5	5	5	5.00	
UMFO 5. SUPPORT TO OPERATIONS											
	Income Generating and Production Services										
	Sustainable Income generation activities to suport University activities	Number of STF/IGP's monitored, supervised and managed	Manages and monitors STF and Income Generating Projects of the Center	1	100%	1	5	5	4	4.67	
										4.83	
Average rating				4.83		Comments & Recommendations for Development Purpose:					

Additional Points:	
Approved Additional Points (with copy of approval)	
FIINAL RATING	4.83
ADJECTIVAL RATING	OUTSTANDING

Resourceful - Very supportive of the
Center's activities

Evaluated & Rated by:

EUTQUIO E. SUCARIA

Supervisor

Date:

Recommending Approval:

ROSA OPHELIA D. VELARDE

Director for Research

Approved by:

MARIA JULIET C. CENIZA

Vice President, OVPREI

Date:

PERFORMANCE MONITORING FORM

Name of Employee: **EUTIQUIO E. SUDARIA**

Task No.	Task Description	Expected Output	Date Assigned	Expected Date to Accomplish	Actual Date Accomplished	Quality of Output*	Overall Assessment of Output**	Remarks/ Recommendation
1	Implements and conducts approved research on coconut nonfood processing and utilization	Implements/conducts 3 research projects (VSU funded)	Jan 2021	June 2021	Jan-Jun 2021	Very impressive	Very Satisfactory	
2	Conducts training on coconut-related topics as resource person	Conducts training to persons on coconut-related topics	Jan 2021	June 2021	Jan-Jun 2021	Very impressive	Very Satisfactory	
3	Develops technoguides/IEC materials on coconut technologies	Develops technoguides/IEC materials on coconut	Jan 2021	June 2021	Jan-Jun 2021	Very impressive	Very Satisfactory	
4	Serves beneficiaries	Provides technical assistance to 1 group of farmes	Jan 2021	June 2021	Jan-Jun 2021	Very impressive	Very Satisfactory	
5	Implements/conducts and supervises approved extension projects	Implements/conduct 3 approved extension project	Jan 2021	June 2021	Jan-Jun 2021	Very impressive	Very Satisfactory	
6	Supervises distribution of IEC materials to interested clients	Supervises/Distributes 10 brochures on copra dryer and charcoal making to interested clients	Jan 2021	June 2021	Jan-Jun 2021	Very impressive	Very Satisfactory	
7	Increases 10% of IGP project to support university projects	12% income increase of IGP 6.3 & IGP 6.7 projects	Jan 2021	June 2021	Jan-Jun 2021	Very impressive	Very Satisfactory	
8	Manages and monitors IGP project on coconut	Manages and monitors 2 IGP projects	Jan 2021	June 2021	Jan-Jun 2021	Very impressive	Very Satisfactory	

* Either very impressive, impressive, needs improvement, poor, very poor

** Outstanding, very satisfactory, satisfactory, unsatisfactory, poor


MARISEL A. LEORNA
 Center Director

PERFORMANCE MONITORING & COACHING JOURNAL

Rating Period: January to June 2021

√	1 st	Q U A R T E R
√	2 nd	
	3 rd	
	4 th	

Name of Officer : **EUTQUIO E. SUDARIA**

Head of Section : **MARISEL A. LEORNA**

Number of Personnel: 1

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. Specify)	
	One-on-One	Group			
Monitoring on					
Quarterly accomplishments	√	√			
Coaching					
	√	√			

Note: Please indicate the date in the appropriate box when the monitoring was conducted.

Conducted by:

MARISEL A. LEORNA

Immediate Supervisor

Noted by:

MARIA JULIET C. CENIZA

Next Higher Supervisor

cc: OVPI

ODAHRD

PRPEO

EMPLOYEE DEVELOPMENT PLAN
Rating Period: January to June 2021

Name of Employee: EUTIQUIO E. SUDARIA

Performance Rating: Outstanding

Aim: To develop processing equipment and maximize profit in COP 63.

Proposed Interventions to Improve Performance and/or Competence and Qualification to assume higher responsibilities:

Date: January 4, 2021

Target Date: Mar-21

First Step: To redesign the household level coco milk extractor for easy milk extraction. To encourage and monitor the copra contractors in copra processing for achieving maximum profit.

Result: Chute for milk extraction was eliminated. Three vertical posts were used with 2T hydraulic jack. Copra processors started copra processing.

Date: April 2021

Target Date: Jun-21


Next Step: To design the structure giving correct size for strength of the milk extractor.

Outcome: To encourage contractors to adopt dehushing method for better copra quality.
Strength of the structure was achieved by providing braces. Copra contractors followed dehushing method.


Final Step/Recommendation:

Continue the improvement of the designed milk extractor.
Continue monitoring the copra contractors.

Prepared by:


MARISEL A. LEORNA
Unit Head

Conform:


EUTIQUIO E. SUDARIA