





RENEWABLE ENERGY RESEARCH CENTER

Visca, Baybay City, Leyte, PHILIPPINES Email Address: rerc@vsu.edu.ph Website: www.vsu.edu.ph

OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

I, ELDON P. DE PADUA, Director of the Renewable Energy Research Center, 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 2022.

RERC Director

3:

Date: June 30, 2022

MARIA JULIET C. CENIZA

Vice President for Research, Extension and Innovation

Date:

RDE Commitments***

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

Personnel	Number (1)	Min. FTE (2)	Total FTE (1x2)	Research	Publication Extension	
Director (Designated, rated at DABE)	1			1	1	Rating Equivalents:
Head, Extension Division (rated at TVET)	1			1	1	5 - Outstanding
Administrative Staff (Permanent, rated at CET)	1				0	4 - Very Satisfactory
Science Research Specialist (JO), Tech. Div.	1				0	3 - Satisfactory
Science Research Specialist (JO), Ext'n. Div.	1				0	2 - Fair
Skilled Worker/Welder (JO)	1					1 - Poor
Semi-skilled Worker (JO), Tech. Div.	1					
Semi-skilled Worker (JO), Ext'n. Div.	1				0	
Affiliate Researchers (rated at DABE & DME)	3			1		
OTAL:	11			3		

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

Note: No organic faculty. All FTEs are reflected in the OPCR of the home departments of the faculty.

^{**} 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)

				Ac	tual		R	ating]	D	/II	
MFO No.	Success/Performance Indicator (PI)		Units/ Persons Responsible		% Accom- plishment	Details of Accom- plishment s	Quality	Efficiency	Timeliness	Average	Remark (Details of the targetted output indicators with **)	% weight
MFO 3	RESEARCH SERVICES (10%)											
	PI 1. Number of research outputs in the lathree (3) years utilized by the industry or other beneficiaries *		Director, Researchers, & Staff	2	200.00	4	5	5	5	5.0	1) Hydraulic ram pump demo unit (technical evaluation of 1 ram pump model#2 proto-type); 2) Evaporative Cooling system demo unit (automated proto-type), 3 optimization of single chamber syngas; 4) solar tunnel dyer	2%
	PI 2. Number of research outputs comple within the year *	ted	Director, Researchers, & Staff	4	25.00	1	5	5	4	4.7	1 project TR submited in January. 3 subject for July- December accomplishment	2%
	PI 3. Percentage of research outputs pub in internationally-refereed or CHED recog journal within the year (2%) *		Director and Researchers	1							needs title of publication, name of journal and where published	
	In refereed int'l journals											1.50%
	In refereed nat'l/regional journals											0.50%
	PI 4. Number of research outputs presented in regional/national/ int'l fora/conferences *		Director and Researchers								title of paper, what for a/conference, where and when presented	
0020-0	In int'l fora/conferences											1.50%
	In nat'l/regional fora/conferences											0.50%
	PI 5. Percent of research proposals approved *		Director & Researchers	1							none within the period January-June	0.5%
	PI 6. Additional outputs*		Director and all RERC Staff									

				Ac	tual		R	ating	1	D	
MFO No.	Success/Performance Indicator (PI)	Units/ Persons Responsible	Department Target	% Accom- plishment	Details of Accom- plishment s	Quality	Efficiency	Timeliness	Average	Remark (Details of the targetted output indicators with **)	% weight
	Number of student research assisted/facilitated	Director, researchers & staff		100.00	18	5	5	5	5.0	Assisted 16 BSABE, one (1) SHS students in conducting their research at the Center, one (1) Electrical Engineering from University of San Carlos	
	Number of newly installed RE technology with student collaboration	Director, researchers & staff		100.00	1	5	5	5	5.0	Installed one (1) solar water pump system for drip irrigation for demonstration with BSABE students	
	No. of research-related awards (research conducted by faculty or student w/ faculty)										1.50%
MFO 4	EXTENSION SERVICES (10%)										
	PI 1. Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities *	Director, Researchers, & Staff	3	133.33	4	5	5	5	5.0	Maintained partnerships with 3 local LGUs and 1 new partnership with the City Agriculture Office of Baybay	2.0%
	PI 2. Number of trainees weighted by the length of training *	Director, Researchers, & Staff		100.00	23	5	5	5	5.0	Conducted "In-house training on the basics of solar PV systems, installations and maintenance." Half-day activity for 3 days.	2%

					Ac	tual		R	ating	1	Domest	
MFO No.	Success/Performance Indicator (PI)	Unit Perso Respon	ons	Department Target	% Accom- plishment	Details of Accom- plishment s	Quality	Efficiency	Timeliness	Average	Remark (Details of the targetted output indicators with **)	% weight
	PI 3. Number of extension programs orgal and supported consistent with the SUC's mandated and priority programs *	Director Researc & Staff	400	1	100.00	1	5	5	5	5.0	Maintained connections with the senior high schools (SHS) on familiarization of RE technologies and facilitating SHS research projects	2%
	PI 4. Percentage of beneficiaries who rated the training course/s and advisory services as satisfactory or higher in terms of quality and relevance*	Director Researd & Staff			100	100	5	5	5	5.0	30 out of 30 participants evaluated the training course as satisfactory and above	1%
	PI 5. Number of technical/expert services *											1%
	Research Mentoring											
	Peer reviewers/Panelists	EPDP			100.00	1	5	5	5	5.0	Reviewer of the Science and Humanities Journal	
	Resource Persons	NLL; E	PDP		100.00	2	5	5	5	5.0	Resource person of the "Basics of Solar PV systems, installation and maintenance" RERC In- House training; Focus Group Discussion (FGD) of Unlocking Possibilities in Accelerating Biogas Development in the ASEAN Electricity Sector	
	Convenor/Organizer											
	Consultancy											

				Ac	tual		R	ating		Remark	
MFO No.	Success/Performance Indicator (PI)	Responsible	% Accom- plishment	Details of Accom- plishment s	Quality	Efficiency	Timeliness	Average	(Details of the targetted output indicators with **)	% weight	
	Evaluator	EPDP		100.00	1	5	5	5	5.0	Panel evaluator during the Annual Research Congress 2022 by the VSUIHS	
	PI 8. Percent of extension proposals approved *	Director and Researchers	1							none during the period covered	0.5%
	PI 11. Additional outputs *										
	No. of extension-related awards (extn. conducted by faculty or student & faculty) *										1.5%
	Number of RE demo unit maintained for educational purposes	Director and all Staff	9	100.00	9	5	5	5	5.0	1) Solar tunnel dryer, 2) solar greenhouse dryer, 3) Solar evaporative cooler, 4) hydraulic ram pump, 5) syngas generator, 6) hydroxy gas generator, 7) solar lighting system, 8) aquaponics system, 9) Biomass pyrolisis machine	
IFO 5	Support to Operations										
	OVPI MFO 1. Faculty Development Services	S									
	PI 1: Number of faculty pursuing advanced research degree programs (PhD) facilitated, monitored and assisted *	Dept. Head & Faculty									0.625%
	OVPI MFO 2. Faculty Recruitment/Hiring S	ervices									
	PI 2: Number of faculty recruited/hired based on needed competencies and aligned with ISO standards *	Dept. Head & Faculty									0.125%

				Ac	Actual			ating		Remark	
MFO No.	Success/Performance Indicator (PI)	Units/ Persons Responsible	Department Target	% Accom- plishment	Details of Accom- plishment s	Quality	Efficiency	Timeliness	Average	(Details of the targetted output indicators with **)	% weight
	PI 3: Number of seminars/trainings/ conventions/workshops coordinated for entire university *										0.25%
	PI 4: Number of seminars/trainings/ conventions/workshops coordinated outside of the university *										0.25%
	PI 5: Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subjects evaluated *										0.75%
	PI6 : Number of in-house seminars/trainings/ workshops/reviews conducted *	Director and Researchers		100.00	1	5	5	5	5.0	Basics of solar PV systems, installation, and maintenance	0.25%
-	PI 7 : Additional outputs *										
	Number of faculty/staff awards/honors received related to operations support										0.25%
	Number of in-house seminars/trainings/ workshops/reviews attended	Director and Researchers and Staff	1							for July-December accomplishment	
	OVPI MFO 4. Program and Institutional Acc	reditation Serv	rices								
	PI 8. 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*		100% compliance	100.00	Maintained Zero-NC and 100% compliance	5	5	5	5.0	Zero non-conformity (No NC); Abrupt response to the customer feedback report on suggestions and comments that need action; Use of standard forms, and; Abrupt action on documents received that used non-standard forms, etc.	2.50%

				Ac	tual		R	ating		Domada	% weight
MFO No.	Success/Performance Indicator (PI)	Units/ Persons Responsible	Department Target	% Accom- plishment	Details of Accom- plishment s	Quality	Efficiency	Timeliness	Average	Remark (Details of the targetted output indicators with **)	
MFO 6	General Admin. & Support Services (GASS)										
	PI 1. Submission of College/Department PPMP for the following year within deadline as prescribed by BAC*	Director and Administrative Staff	5	100.00	5	5	5	5	5.0	Submitted 5 indicative PPMP for 2023 within the deadline	1%
	PI 2. Zero percent complaint from clients served	Director and all RERC Staff	Zero complaint from clients	100.00	Zero complaint from clients	5	5	5	5.0	Maintained a customer- friendly and efficient service.	2%
	PI 3. Number of coaching sessions among faculty & staff**	Director and all RERC									
	PI 4. Number of planning sessions, tracking and monitoring of targets, etc. conducted to ensure attainment of department targets**	Director and all RERC Staff	3	233.33	7	5	5	5	5.0	Conducted 5 regular meetings and 2 special meeting	
	PI 5. Number of monthly/special faculty & staff meetings conducted**	Director and all RERC Staff	6	183.33	11	5	5	5	5.0	Meetings include both virtual and face-to-face. RERC: 5 regular and 2 special meetings; CDRCC: 4 regular meetings.	
	PI 3: Additional Outputs										
	Number of Best practices/new initiatives in academic units' management replicated/benchmarked by other depts/agencies *	Director and all RERC Staff	1	200.00	2	5	5	5	5.0	1) Regular updates on records management thru the CET-DRCC; 2) Standardized labelling of records with the departments and units under the College of Enginering and Technology (CET)	2%

			Actual				R	ating		Remark	
MFO No.	Success/Performance Indicator (PI)	Units/ Persons Responsible	Department Target	% Accom- plishment	Details of Accom- plishment s	Quality	Efficiency	Timeliness	Average	(Details of the targetted output indicators with **)	% weight
	Number of frontline services monitored and ensured to be customer friendly and efficient	Director	2	100.00	2	4	5	5	4.7	One (1) clerk dDRC and one (1) skilled worker utility alternate dDRC monitored	
	Number of documents prepared, reviewed, evaluated, signed, approved, photocopied, scanned	Director and Administrative Staff	200	289.00	578	5	5	4	4.7	Attended at least 578 documents	
	Number of committee meetings attended/facilitated	Director and all RERC Staff	3	266.67	8	5	5	5	5.0	4 CDRCC meetings + 2 Eqpt. & Calibration Comm. Meeting + 2 VSU Energy Conservation and Efficiency Committee Meeting	
	Number of academic lecture/laboratory rooms maintained	Director and all RERC Staff	2	100.00	2	4	5	5	4.7	One (1) biofuel laboratory and one (1) mini-lecture room maintained to the best condition	
	Area of lawn maintained (sq.m, approx.)	Director and all RERC Staff	1161	100.00	1161	5	5	5	5.0	Maintained the cleanliness of the lawn area	
	Number of office and laboratory & office tools and equipment maintained to best condition	All RERC Staff	168	101.19	170	5	5	5	5.0	Two (2) new additional office equipment purchased and maintained to the best condition	
	ver-all Rating								123.667		
	Rating							21.454	4.9467		
	al Rating	Eldan B. Do Bad	o (Director hasin	ning Eshruan	2022) rated at D	ARE		-	anding		

Note: RCG-Roberto C. Guarte (Director until February 24, 2022), EPDP-Eldon P. De Padua (Director beginning February 2022) rated at DABE, JMG-Jacqueline M. Guarte (retired as of January 10, 2022), MGCS-Ma. Grace C. Sumaria rated at DABE, NLL-Nilo L. Leorna rated at TVET, SBM-Susana B. Miñoza rated at CET Dean's Office.

Received by:

TONI MARC L. DARGANTES

Planning Officer

Date: 7/5/ www

Calibrated by:

DANIEL LESLIE S. TAN

Chairman, PMT Date: JUL 2 2 2022

Approved:

EDGARDO E. TULIN

President

Date: - Huelw

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