



**VISAYAS**  
STATE UNIVERSITY



**RENEWABLE ENERGY  
RESEARCH CENTER**

Visca, Baybay City, Leyte, PHILIPPINES  
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**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.

*[Signature]*  
**ELDON P. DE PADUA**

RERC Director  
Date: June 30, 2022

*[Signature]*  
**MARIA JULIET C. CENIZA**

Vice President for Research, Extension and Innovation  
Date: \_\_\_\_\_

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

RDE Commitments\*\*\*

Personnel	Number (1)	Min. FTE (2)	Total FTE (1x2)	Research	Publication	Extension
Director (Designated, rated at DABE)	1			1		1
Head, Extension Division (rated at TVET)	1			1		1
Administrative Staff (Permanent, rated at CET)	1					0
Science Research Specialist (JO), Tech. Div.	1					0
Science Research Specialist (JO), Ext'n. Div.	1					0
Skilled Worker/Welder (JO)	1					
Semi-skilled Worker (JO), Tech. Div.	1					
Semi-skilled Worker (JO), Ext'n. Div.	1					0
Affiliate Researchers (rated at DABE & DME)	3			1		
<b>TOTAL:</b>	<b>11</b>			<b>3</b>		

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

\* On vacation-sick-leave status. Ratio of Instruction and RDE commitments should be 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)**)

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

[illegible]



MFO No.	Success/Performance Indicator (PI)		Units/ Persons Responsible	Department Target	Actual		Rating				Remark (Details of the targetted output indicators with **)	% weight
					% Accomplishment	Details of Accomplishments	Quality	Efficiency	Timeliness	Average		
	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%
<b>MFO 4</b>	<b>EXTENSION SERVICES (10%)</b>											
	<b>PI 1.</b> 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%
	<b>PI 2.</b> 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%

[illegible]



[illegible]

MFO No.	Success/Performance Indicator (PI)	Units/ Persons Responsible	Department Target	Actual		Rating				Remark (Details of the targetted output indicators with **)	% weight
				% Accomplishment	Details of Accomplishments	Quality	Efficiency	Timeliness	Average		
	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	
	<b>OVPI MFO 4. Program and Institutional Accreditation Services</b>										
	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*	Director and all RERC Staff	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%



MFO No.	Success/Performance Indicator (PI)	Units/ Persons Responsible	Department Target	Actual		Rating				Remark (Details of the targetted output indicators with **)	% weight
				% Accomplishment	Details of Accomplishments	Quality	Efficiency	Timeliness	Average		
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 Staff									
	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 Engineering and Technology (CET)	2%

MFO No.	Success/Performance Indicator (PI)	Units/ Persons Responsible	Department Target	Actual		Rating				Remark (Details of the targetted output indicators with **)	% weight
				% Accomplishment	Details of Accomplishments	Quality	Efficiency	Timeliness	Average		
	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	
<b>Total Over-all Rating</b>									<b>123.667</b>		
<b>Average Rating</b>									<b>4.9467</b>		
<b>Adjectival Rating</b>									<b>Outstanding</b>		

**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. Mifoza rated at CET Dean's Office.



Received by:

  
**TONI MARC L. DARGANTES**

Planning Officer

Date: 7/5/2022

Calibrated by:

  
**DANIEL LESLIE S. TAN**

Chairman, PMT

Date: JUL 22 2022

Approved:

  
**EDGARDO E. TULIN**

 President

Date: 7/26/22

- \* 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