



POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
COLLEGE OF ENGINEERING
COMPUTER ENGINEERING DEPARTMENT

P.F. 1.2

I.2. promptly submit required reports and other academic outputs.

Documents attached:

- INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW (IPCR) FORM



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Sta. Mesa, Manila

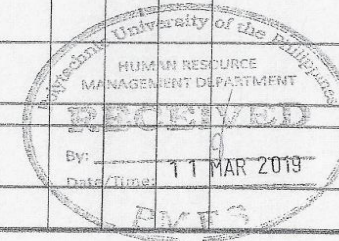
INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW (IPCR) FORM

I, ROLITO L. MAHAGUAY, of the Open University System commit to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period July to December, 2018.

ROLITO L. MAHAGUAY
Chief, Academic Assessor, INE
January 25, 2018

Reviewed by:	Date	Approved by:	Date
<u>DR. REMEDIOS G. ADO</u> Immediate Supervisor		<u>DR. CARMENCITA L. CASTOLO</u> Head of Office	

OUTPUT	SUCCESS INDICATORS	ACTUAL ACCOMPLISHMENTS	Rating				REMARKS
			Q ¹	E ²	T ³	A ⁴	
Strategic Priority:							
1.0 Academic Program Development							
1.1 Outcomes-based syllabus developed for all courses	Not Applicable						
1.2 Faculty Immersion	Not Applicable						
1.3 Learning Materials developed for Learning Management System Integration	Not Applicable						
1.4 Design new programs	Not Applicable						
1.5 Submit proposal for CHED Institutional Development and Innovation Grant	Not Applicable						
1.6 Create and maintain an online OUS magazine	Not Applicable						





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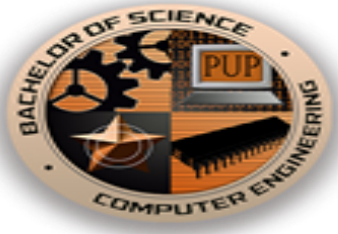
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OUTPUT	SUCCESS INDICATORS	ACTUAL ACCOMPLISHMENTS	Rating				REMARKS
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Strategic Priority:							
2.0 Human Resource Development							
2.1 Faculty Members / Administrative Personnel attended seminars / fora / conferences / job-related trainings / workshops in institutional / regional / national /international level	Attended at least 32 hours of relevant faculty/staff development activities and seminars within one year. (E)	Attended 72 hours of relevant faculty/staff development activities and seminars within one year. (E)		5.000			
	Attended at least 8 hours of relevant faculty/staff development activities and seminars within one year. (E)	Attended 32 hours of relevant faculty/staff development activities and seminars within one year. (E)		5.000			
2.2 Enhanced research and extension capabilities	Not Applicable						

OUTPUT	SUCCESS INDICATORS	ACTUAL ACCOMPLISHMENTS	Rating				REMARKS
			Q ¹	E ²	T ³	A ⁴	
Core Function:							
1.0 Major Core Functions of the Office							
1.1 Outputs / Outcomes in Higher Education Program	Not Applicable						
1.1.1 Percentage change in number of graduates in priority programs	Not Applicable						
1.1.2 Percentage of graduates (2 years prior) that are employed	Not Applicable						

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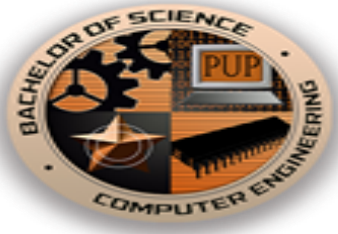


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1.2.5.1	Externally-funded research	Not Applicable							
1.2.5.2	Applied for patenting	Not Applicable							
1.2.5.3	Applied for commercialization	Not Applicable							
1.2.5.4	Adopted by Industry or by other beneficiaries	Not Applicable							
1.2.5.5	Copyrighted	Not Applicable							
1.2.6	Faculty members engaged in research work applied in any of the following:	Not Applicable							
1.2.6.1	Pursuing advanced research degree								
1.2.6.2	Pursuing Investigative or Basic Applied Scientific Research	Not Applicable							
1.2.6.3	Producing Technologies for commercialization or livelihood improvement	Not Applicable							
1.2.6.4	Faculty whose research work resulted in an	Not Applicable							

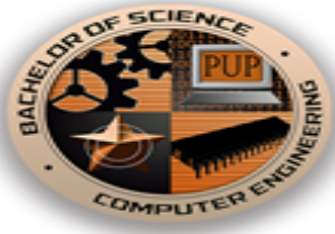


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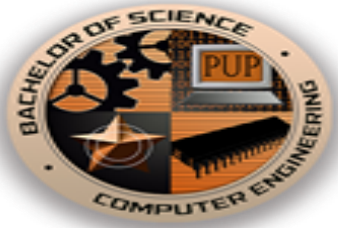


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extension program								
1.3 Outputs / Outcomes in Extension and Technical Advisory Program								
1.3.1 Persons trained weighted by length of training activity (Training defined as a structured activity designed for a large group of participants)	Not Applicable							
1.3.2 Persons provided with technical advice (defined as an offshoot of a training activity or a seminar)	Not Applicable							
1.3.3 Trainees who rate the training course/technical advisory services as VS or better (based on the analysis of Feedback forms accomplished by the trainees)	Not Applicable							
1.3.4 Number of active partnerships with LGUs, industries, NGOs, NGAs, SMEs, and other stakeholders as a result of extension activities.	Not Applicable							
1.3.5 Externally-funded extension programs/activities	Not Applicable							
2.0 Requests and Queries Acted upon within the Prescribed Period	100% of written queries acted upon in 5 working days for simple communications or ten (10) working days for complex communication from receipt of the written queries/requests. (T)	• Queries/requests acted upon within 1 working day for simple communications and 1 working days for complex communications from receipt of the written queries/requests				5.00		
3.0 Satisfied and Empowered Clients								

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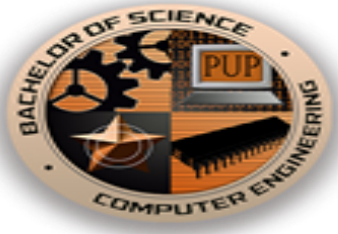
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3.1 Clients rated the services of the Office	70% of clients rated the services rendered by INE as Very Satisfactory or better. (E)	<ul style="list-style-type: none"> Rated the services rendered by INE as Outstanding Rating: 4.9800 	4.9800				
3.2 Submitted CSS Forms	Not Applicable						

OUTPUT	SUCCESS INDICATORS	ACTUAL ACCOMPLISHMENTS	Rating				REMARKS
			Q ¹	E ²	T ³	A ⁴	
Support Functions:							
1.0 Attendance of Chairpersons, faculty members and administrative staff in official University / College function	70% of official University / College function attended.	<ul style="list-style-type: none"> Monthly Flag Raising Department Meeting Year-end Graduation Protocol Engineering week OUS Meeting 		5.00			
2.0 Submission of mandatory periodic reports of all departments / units under the college / offices complied with:							
2.1 Action Plan (Annual)	Not Applicable						
2.2 DTR	Submitted DTR HRMD 5 working days after the end of the month. (T)	<ul style="list-style-type: none"> Submitted/Complied on the first day of the month 			5.00		
2.3 Subject Offerings	Not Applicable						
2.4 Class Records	Class Records submitted to College /Department on the set deadline. (T)	<ul style="list-style-type: none"> Submitted/Complied a week after the semester 			5.00		
2.5 Grade Sheets	Grade Sheets submitted to College /Department on the set deadline (T)	<ul style="list-style-type: none"> Submitted/Complied a week after the semester 			5.00		

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2.6 Teaching Assignments	Not Applicable							
2.7 Medical Clearance	Submitted medical clearance to the Medical Services Department (MSD) on the set deadline. (T)	Submitted/Complied before the Deadline	3	days			5.00	
2.8 Quarterly Accomplishment Report	Not Applicable							
3.0 Budget Utilization Rate	Not Applicable							
FINAL RATING							4.93375	

Comments and Recommendations for Development Purposes

Discussed with	Date	Assessed by	Date	Final Rating by	Date
<i>[Signature]</i> ENGR. ROLITO L. MAHAGUAY Employee		I certify that I discussed my assessment of the performance with the employee. <i>[Signature]</i> DR. REMEDIOS G. ADO Supervisor		<i>[Signature]</i> DR. CARMENCITA L. CASTOLO Head of Office	

Legend : 1 Quality 2 Efficiency 3 Timeliness 4 Average

