AREA II

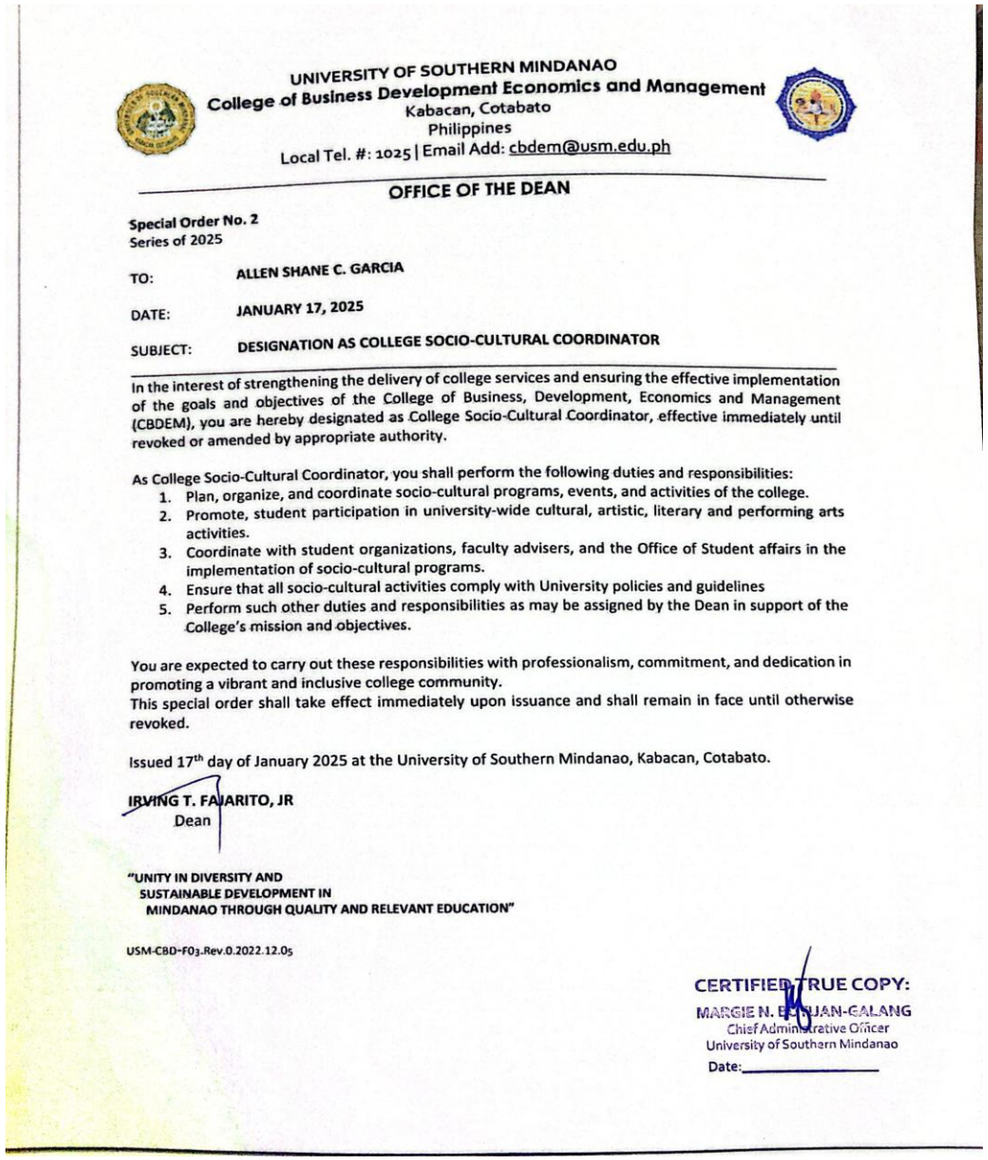
FACULTY

PARAMETER E:

FACULTY DEVELOPMENT

O.2

O.2 The faculty are committed to serve and support the programs and projects of the institution.



UNIVERSITY OF SOUTHERN MINDANAO
College of Business Development Economics and Management
Kabacan, Cotabato
Philippines
Local Tel. #: 1025 | Email Add: cbdem@usm.edu.ph

OFFICE OF THE DEAN

Special Order No. 2
Series of 2025

TO: **ALLEN SHANE C. GARCIA**

DATE: **JANUARY 17, 2025**

SUBJECT: **DESIGNATION AS COLLEGE SOCIO-CULTURAL COORDINATOR**

In the interest of strengthening the delivery of college services and ensuring the effective implementation of the goals and objectives of the College of Business, Development, Economics and Management (CBDEM), you are hereby designated as College Socio-Cultural Coordinator, effective immediately until revoked or amended by appropriate authority.

As College Socio-Cultural Coordinator, you shall perform the following duties and responsibilities:

1. Plan, organize, and coordinate socio-cultural programs, events, and activities of the college.
2. Promote, student participation in university-wide cultural, artistic, literary and performing arts activities.
3. Coordinate with student organizations, faculty advisers, and the Office of Student affairs in the implementation of socio-cultural programs.
4. Ensure that all socio-cultural activities comply with University policies and guidelines
5. Perform such other duties and responsibilities as may be assigned by the Dean in support of the College's mission and objectives.

You are expected to carry out these responsibilities with professionalism, commitment, and dedication in promoting a vibrant and inclusive college community.
This special order shall take effect immediately upon issuance and shall remain in face until otherwise revoked.

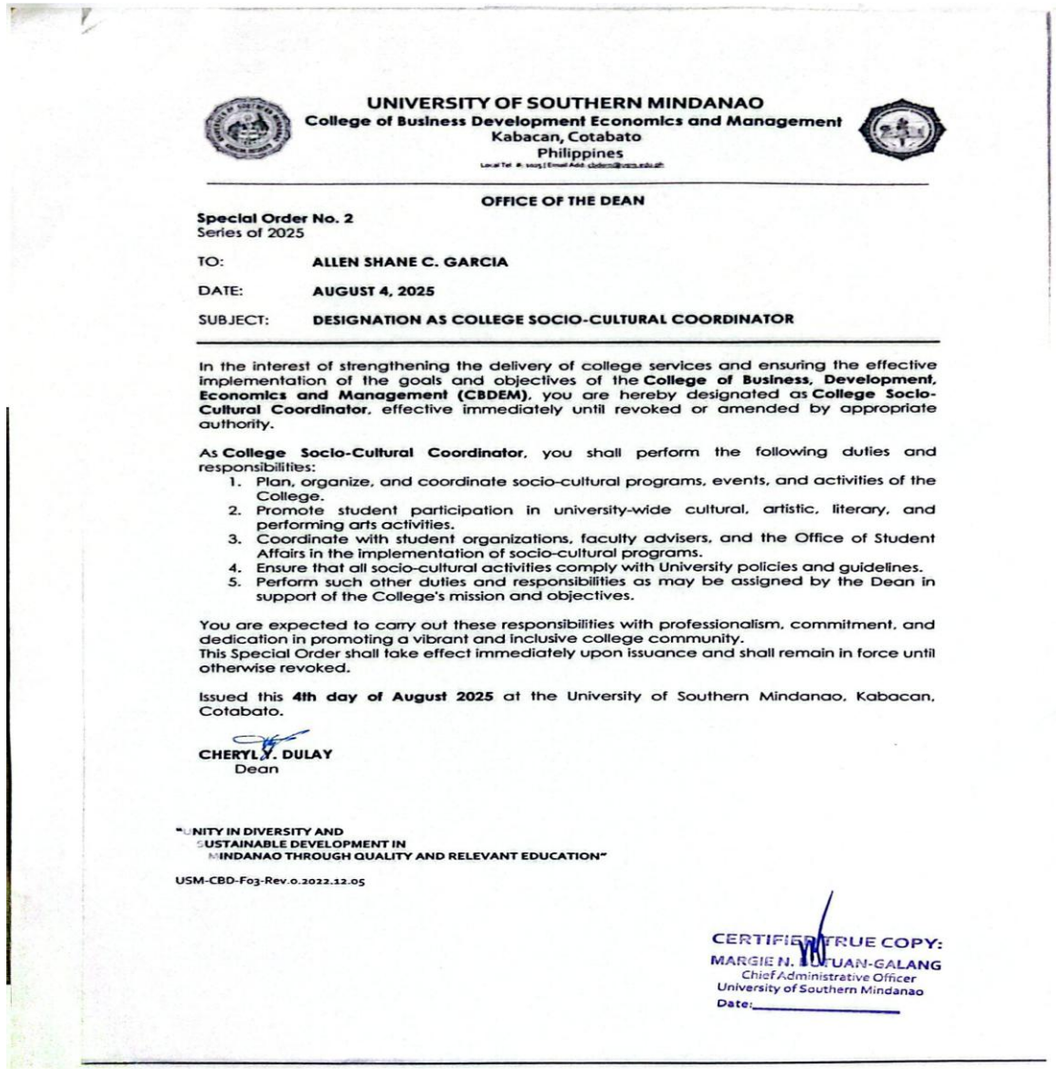
Issued 17th day of January 2025 at the University of Southern Mindanao, Kabacan, Cotabato.

IRVING T. FAJARITO, JR
Dean

**"UNITY IN DIVERSITY AND
SUSTAINABLE DEVELOPMENT IN
MINDANAO THROUGH QUALITY AND RELEVANT EDUCATION"**

USM-CBD-F03.Rev.0.2022.12.05

CERTIFIED TRUE COPY:
MARGIE N. B[illegible]UAN-GALANG
Chief Administrative Officer
University of Southern Mindanao
Date:_____



UNIVERSITY OF SOUTHERN MINDANAO
College of Business Development Economics and Management
Kabacan, Cotabato
Philippines
Local Tel. #: 1015 | Email Add: cbdem@usm.edu.ph

OFFICE OF THE DEAN

Special Order No. 2
Series of 2025

TO: **ALLEN SHANE C. GARCIA**

DATE: **AUGUST 4, 2025**

SUBJECT: **DESIGNATION AS COLLEGE SOCIO-CULTURAL COORDINATOR**

In the interest of strengthening the delivery of college services and ensuring the effective implementation of the goals and objectives of the **College of Business, Development, Economics and Management (CBDEM)**, you are hereby designated as **College Socio-Cultural Coordinator**, effective immediately until revoked or amended by appropriate authority.

As **College Socio-Cultural Coordinator**, you shall perform the following duties and responsibilities:

1. Plan, organize, and coordinate socio-cultural programs, events, and activities of the College.
2. Promote student participation in university-wide cultural, artistic, literary, and performing arts activities.
3. Coordinate with student organizations, faculty advisers, and the Office of Student Affairs in the implementation of socio-cultural programs.
4. Ensure that all socio-cultural activities comply with University policies and guidelines.
5. Perform such other duties and responsibilities as may be assigned by the Dean in support of the College's mission and objectives.

You are expected to carry out these responsibilities with professionalism, commitment, and dedication in promoting a vibrant and inclusive college community.
This Special Order shall take effect immediately upon issuance and shall remain in force until otherwise revoked.

Issued this **4th day of August 2025** at the University of Southern Mindanao, Kabacan, Cotabato.

CHERYL Y. DULAY
Dean

"UNITY IN DIVERSITY AND
SUSTAINABLE DEVELOPMENT IN
MINDANAO THROUGH QUALITY AND RELEVANT EDUCATION"

USM-CBD-F03-Rev.0.2022.12.05

CERTIFIED TRUE COPY:
MARGIE N. [illegible]UAN-GALANG
Chief Administrative Officer
University of Southern Mindanao
Date: _____

University of Southern Mindanao
Kabacan, Cotabato
Philippines

College of Business, Development Economics and Management (CBDEM)

PROJECT MANAGEMENT TEAM (PMT)
January to December 2025

Project Title: HARNESSING EFFORTS FOR RECOVERY OPERATIONS (HERO) IN REBUILDING LIVES OF OBO-MANOBO TRIBE IN BONGOLANON MAGPET, COTABATO **(COMPONENT III)**

Project and Component Leaders with Special Order (SO):

Project Leader & Component 1	: **AVEGALE S. ROY**
Component Leader 1	: **APPLE U. URETA**
Component Leader 2	: **MELECIO A. CORDERO**
Component Leader 3	: **ANALYN A. GONZALES**
Component Leader 3	: **JAY-R G. VILDAC**
Component Leader 4	: **GLYN G. MAGBANUA**

Proposed Tasks for Project & Component Leaders:

1. Facilitate the conduct of pre-implementation, implementation, and post implementation activities.
2. Submit quarterly progress reports.
3. Prepare and submit training designs and training completion reports.
4. Deliver oral presentations during midyear and year-end in-house reviews.
5. Prepare and submit midyear and year-end narrative reports.

Resource Persons (COMPONENT III):

: **SANDRA ANGELA A. BANGCAYA**
: **ALLEN SHANE C. GARCIA**
: **ANALYN A. GONZALES**
: **APPLE U. URETA**
: **MITZI AILEEN M. ALBA**

Proposed Tasks for Resource Persons:

1. Design simplified PowerPoint slides, practical handouts, and community-friendly activity sheets.
2. Deliver interactive lectures, lead hands-on demonstrations, and guide local participants through practical exercises.
3. Review participant work (e.g., sample products, cost sheets, business plans) and provide constructive, encouraging feedback.
4. Submit all presentation slides and reference materials for official documentation.
5. Provide mentorship and practical advice to help community members apply learning to their local enterprises.

CamScanner

CERTIFIED TRUE COPY:
MARGIE N. BUTUAN-GALANG
Chief Administrative Officer
University of Southern Mindanao
Date:_____

University of Southern Mindanao
Kabacan, Cotabato
Philippines

College of Business, Development Economics and Management (CBDEM)
College of Human Ecology and Food Sciences (CHEFS)

PROJECT MANAGEMENT TEAM (PMT)
January to December 2025

Project Title: Crafting the Future: Protecting Heritage by Promoting Locally-made Products (UniK Project 3)

Project and Component Leaders with Special Order (SO):

Project Leader : **ANALYN A. GONZALES**
Component Leaders : **JAY-R G. VILDAC**
: **APPLE U. URETA**
: **AVEGALE S. ROY**

Proposed Tasks for Project & Activity Leaders:
1. Facilitate the conduct of pre-implementation, implementation, and post implementation activities.
2. Submit quarterly progress reports.
3. Prepare and submit training designs and training completion reports.
4. Deliver oral presentations during midyear and year-end in-house reviews.
5. Prepare and submit midyear and year-end narrative reports.

Resource Persons : **MELCHIE G. PALAPAR**
: **LOTIS D. CUBIN**
: **SANDRA ANGELA A. BANGCAYA**
: **ALLEN SHANE C. GARCIA**
: **CHERYL Y. DULAY**
: **ANALYN A. GONZALES**
: **APPLE U. URETA**
: **AVEGALE S. ROY**

Proposed Tasks for Resource Persons:
1. Design simplified PowerPoint slides, practical handouts, and community-friendly activity sheets.
2. Deliver interactive lectures, lead hands-on demonstrations, and guide local participants through practical exercises.
3. Review participant work (e.g., sample products, cost sheets, business plans) and provide constructive, encouraging feedback.
4. Submit all presentation slides and reference materials for official documentation.
5. Provide mentorship and practical advice to help community members apply learning to their local enterprises.

CERTIFIED TRUE COPY:
MARGIE N. BUTUAN-GALANG
Chief Administrative Officer
University of Southern Mindanao
Date:_____

Republic of the Philippines
UNIVERSITY OF SOUTHERN MINDANAO
Kabacan, Cotabato
usm_qa@usm.edu.ph

UNIVERSITY QUALITY ASSURANCE OFFICE

ACCREDITATION TASK FORCE
Bachelor of Science in Management Accounting
Level 1
August 10-15, 2027

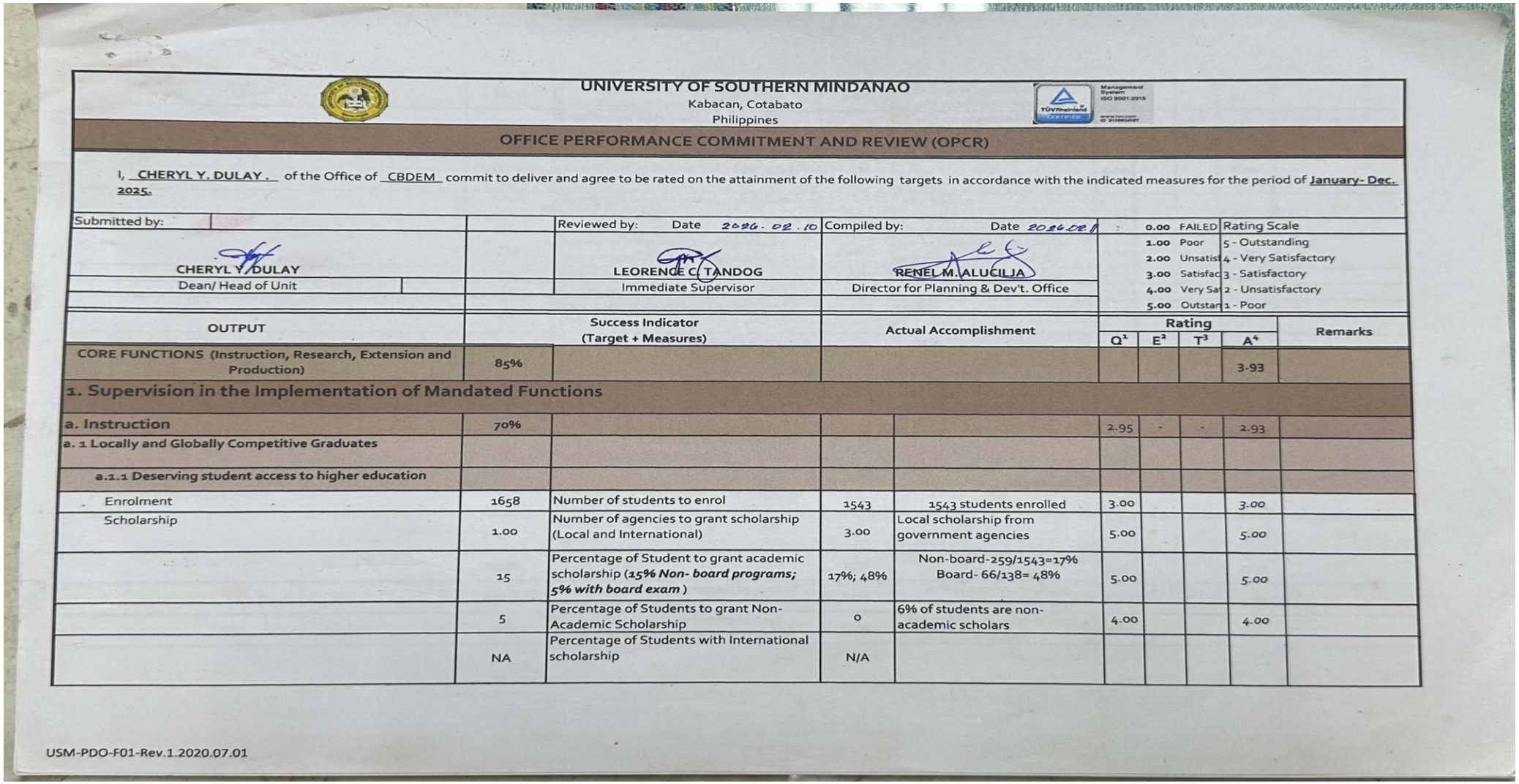
Area	Description	Local Counterpart (Area Head and Members)	Email Account	Mobile Number
I	Vision, Mission, Goals and Objectives	Chairman: IRVING T. FAJARITO, JR. Members: : BAIKONGAN B. GUIAMAN	itfajarito@usm.edu.ph baibguiaman@usm.edu.ph	09073651082
II	Faculty	Chairman: ALLEN SHANE C. GARCIA Members:	ascgarcia@usm.edu.ph	09301311749
III	Curriculum & Instruction	Chairman: SANDRA ANGELA A. BANGCAYA Members:	saabangcaya@usm.edu.ph	09087616346
IV	Support to Students	Chairman: LIAN D. BAGONOC Members: LORCKAN DREDD C. PELARION	ldbagonoc@usm.edu.ph lorckandreddpelarion@usm.edu.ph	09107258209 09658958231
V	Research	Chairman: JAY-R G. VILDAC Members: HELEN A. MACAILING	jaygvildac@usm.edu.ph hamacailing@usm.edu.ph	09385613331 09151639847
VI	Extension and Community Involvement	Chairman: ANALYN A. GONZALES Members: JULHAINA C. CAMBANG, BAIKONGAN B. GUIAMAN	aagonzales@usm.edu.ph jcambang@usm.edu.ph baibguiaman@usm.edu.ph	09212760006 09606797450
VII	Library	Chairman: From Library Members: JULHAINA C. CAMBANG	jcambang@usm.edu.ph	09606797450
VIII	Physical Plant and Facilities	Chairman: MITZI AILEEN M. ALBA Members:	mitziaileenalba@usm.edu.ph	09203713847
IX	Laboratories	Chairman: LOTIS D. CUBIN Members: LORCKAN DREDD C. PELARION	ldcubin@usm.edu.ph	09178677953
X	Administration	Chairman: BAIKONGAN B. GUIAMAN Members:	baibguiaman@usm.edu.ph	
OVERALL CHAIRMAN		SANDRA ANGELA A. BANGCAYA	saabangcaya@usm.edu.ph	09087616346

34th CBDEM FOUNDING ANNIVERSARY COMMITTEES
November 2-6, 2026 (November 6, 206)
Chair
: PRINCE NIEL G. SENON
- LSG Governor
- 09127327559

Vice Chair
: KING FAHAD T. AYUNAN
- Chairperson on Committee on Socio-Cultural Affairs
- 09973810727

Committees	Chairs	Contact Number
1. Program Committee	Chair: Rozella S. Casar Co-Chair: Helen G. Aliperio	09701867447
2. Invitation/Solicitation Committee	Chair: Jillian Mae V. Dagohoy Co-Chair:Rick Brian M. Calawag	09538305223
3. Venue Preparation & Staging Committee	Chair: Prince Niel G. Senon Co-Chair: John Nino C. Lumogda	09127327559
4. Technical Committee	Chair: Harold P. Gelianilay Co-Chair: Emman John L. Morales	09700726916
5. Food Committee	Chair: Angel Kyle A. Alcayde Co-Chair: Ayesa N. Salik	09353361320
6. Usherettes Committee	Chair: Kate Pauleen B. Rama Co-Chair:Farrah S. Day-yo	09197872966
7. Photo Documentation, Media and Publicity Committee	Chair: Rozella S. Casar Co-Chair: Jenny Marie D. Leano	09701867447
8. Budget Committee	Chair: Nouf Soleha Q. Dama Co-Chair: Kyle Antonnete B. Campas	09702746144
9. Souvenirs and Tokens Committee	Chair: Justine H. Timkang Co-Chair: John Kenneth D. Gafate	09770735119
10. Alumni Homecoming / Awards	Chair: Fahad M.. Kanda Co-Chair: Belle Pauleen R. Arrogante	09360990357
11. Restoration Committee	Chair: Cherry Ann T. Insilay Co-Chair: King Fahad T. Ayunan	09667650525
12. Gawad Gintong Sulo	Chair: Mark Clarence D. Andico Co-Chair: Wilritz Vane C. Necesito	09982705173

OPCR, CBDEM



UNIVERSITY OF SOUTHERN MINDANAO
Kabacan, Cotabato
Philippines

OFFICE PERFORMANCE COMMITMENT AND REVIEW (OPCR)

I, **CHERYL Y. DULAY** , of the Office of **CBDEM** commit to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period of **January- Dec. 2025.**

Submitted by:	Reviewed by: Date 2026.02.10	Compiled by: Date 2026.02.0
CHERYL Y. DULAY	LEORENCE C. TANDOG	RENEL M. ALUCILJA
Dean/ Head of Unit	Immediate Supervisor	Director for Planning & Dev't. Office

Rating Scale	
0.00 FAILED	
1.00 Poor	5 - Outstanding
2.00 Unsatisf	4 - Very Satisfactory
3.00 Satisfac	3 - Satisfactory
4.00 Very Sa	2 - Unsatisfactory
5.00 Outstan	1 - Poor

OUTPUT	Success Indicator (Target + Measures)		Actual Accomplishment		Rating Q¹	Rating E²	Rating T³	Rating A⁴	Remarks
CORE FUNCTIONS (Instruction, Research, Extension and Production)	85%							3.93	
1. Supervision in the Implementation of Mandated Functions									
a. Instruction	70%				2.95	-	-	2.93	
a. 1 Locally and Globally Competitive Graduates									
a.1.1 Deserving student access to higher education									
Enrolment	1658	Number of students to enrol	1543	1543 students enrolled	3.00			3.00	
Scholarship	1.00	Number of agencies to grant scholarship (Local and International)	3.00	Local scholarship from government agencies	5.00			5.00	
	15	Percentage of Student to grant academic scholarship (***15% Non- board programs; 5% with board exam***)	17%; 48%	Non-board-259/1543=17% Board- 66/138= 48%	5.00			5.00	
	5	Percentage of Students to grant Non-Academic Scholarship	0	6% of students are non-academic scholars	4.00			4.00	
	NA	Percentage of Students with International scholarship	N/A						

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Student Performance	100%	Percentage of programs to pass above the national passing rate (licensure)	100%	CPALE -50% as compared to 33.11% national passing rate	5.00			5.00	
	80%	Employment Rate (past 2 years)**with published tracer study**	88	88.38% employment rate	3.00			3.00	
	STE: 20% NON-STE: 1%	Percentage of students who will obtain international or local skills and proficiency certification	NA		5.00			5.00	
	2 per program with ojt	Number of agencies to forge partnership for students on-job-training	43	43 agencies forged for partnership	5.00			5.00	
	436.00	Number of students who will graduate upon completion of prescribed units	436.00	436 students graduated and completed prescribed units	5.00			5.00	
	419	a). Non-board programs	419	419 for non-board programs	5.00			5.00	
	17	b). With Board Exam programs	17	17 for board programs	5.00			5.00	
	80%	Percentage of disadvantage students to graduate		no data				-	
Student Mobility	100%	Percentage of policies and guidelines that will be formulated for Outbound and Inbound Students Parctipation in long term international exchange program		no data				-	
	100	Percentage of 2025 graduates to undergo exit interview		100 percent undergone exit interview	5.00			5.00	
	NA	Tracer Study to develop and conduct for Program Education Objective	NA					-	
a.1.2 Competent Faculty and Staff									
Professional Development	15%	Percentage of faculty with post- masteral degree	0%	none	1.00			1.00	
	NA	Number of faculty with post-doctoral degrees	NA					-	CA
	100%	Percentage of Faculty with Relevant Trainings & Seminars	75%	75% of the faculty undergone relevant trainings	3.00			3.00	
	100%	Percentage of faculty who will be part of professional organization	80%	80% is a member of the professional organization	4.00			4.00	
	20%	Percentage of full time faculty to have atleast 2 research (asso. Prof and above)	41%	15/15 of faculty with at least 2 rearches	5.00			5.00	

	20%-STE; CASS, ISPEAR, CHEFS	Percentage of plantilla faculty to obtain international or local or national skills and proficiency certification	NA					-	
	45%	Percentage of faculty to complete local or international training program for the past 3 years	NA					-	
	50%	Percentage of faculty to enrol/ complete sintido program	100%	27/27 Enrolled Sintido	5.00			5.00	
Faculty Mobility	15%	Percentage of Faculty to participate in (local and international) mobility programs	1%		1.00			1.00	
Rationalization of Faculty teachin load	100%	Percentage of faculty members with no underload	100%	27/27 no underload	5.00			5.00	
	1:28	Faculty-student ratio	1:44%	1:44 faculty-student ratio	2.00			2.00	
a.1.3 Curriculum alignment with statutory and regulatory agencies									
Statutory standards and regulatory compliances	50%	Percentage of creation of localized IRR for RA 10931	NA	25 percent for creation of IRR for RA 10931				-	**for ODI and VPAA**
	1.00	Number of Academic road map that will be submitted by the colleges and institutes as part of the Academic continuity plan	1.00	1 academic map	5.00			5.00	
Program Accreditation	100%	Percentage of programs for accreditation	100%	all programs undergone accreditation	5.00			5.00	
	NA	Number of programs with COE/COD	NA					-	**CASS**
	100%	Percentage of programs due for COPC	NA					-	
Program Obedized	100%	Percentage of USM Outcome- Based Delivery Framework to revise	100%	All revised for Outcome -based delivery	5.00			5.00	**ODI; VPAA; CEIT**
	NA	Percentage of CQI process on outcome-based Education to develop	NA					-	**CA only**
Institutional Accreditation	2	Number of Institutional accreditation/ assessment to maintain or apply	2	ISO, AACCUP	5.00			5.00	
Proposed University Academic Building	NA	Percentage of implementation ready proposal to submit base on AIP 2027	NA					-	
Program Harmonization	1	Number of programs to harmonize with other SUCs in the region	1	BS Agribusiness	3.00			3.00	

	5	Number of stakeholders who will be involved in curriculum design	5	Parents, students, alumni, faculty and industry partners are involved in curriculum design	5.00			5.00	
	NA	Inclusion of National certification to the academic structure of USM	NA					-	ODI and VPAA
	NA	Number of academic program to develop or enhance as a result of partnership	NA						ODI and concerned academic units
b. Research	10%				0.50	-	-	0.50	
Scientific and Technical Publication	1.00	Number of articles to publish by students in legitimate peer-reviewed publications	6.00	on process	5.00			5.00	
	1.00	Number of students research proposals to review	50.00	reviewed for college journal	5.00			5.00	
Faculty RDEI engagement and capacitation	NA	Percentage of full-pledged professor who will be actively engage in RDEI	NA					-	
	50	Percentage (number) of associate professors and below who will be actively engage in RDEI	100.00	27/27 engaged in RDE	5.00			5.00	
	24	Number of seminars,workshops and trainings to participate	27	27 trainings, workshops and seminars	5.00			5.00	
Students research capabilities	80	Percentage of quality thesis outline and manuscript to approve	100	436 manuscript apprved	5.00			5.00	
	NA	Number of students who will be involved in funded research projects and RDI Center	NA					-	
	50	Number of students to attend trainings and/or seminars in IP protection and licensing	80	80 students attended seminar on IP protection	5.00			5.00	
c. Extension	5%				0.25	-	-	0.25	
Students participation in community engagement	15	Number of students to capacitate in community engagement capability building activities	50	50 students joined the community engagement	5			5.00	
	15	Number of students to involve in community engagement	20	20 students involved in community engagement	5			5.00	
	NA	Percentage of students with extension courses who will be involved in community engagement	NA					-	

Students participation in community outreach	15	Number of student volunteers who will be involved in community outreach	50	50 students volunteered for community outrich	5			5.00	
d. Production	5%				0.25	-	-	0.25	
	25	Number of students output to become one of technologies to incubate	80	80 students attended seminar on IP protection	5			5.00	
	100	Number of students to utilize techno-demo hub	143	143 students utilize techno - demo hub	5			5.00	
2. Administrative Management	5%				0.24	-	-	0.24	
a. Innovative and Sustainable Governance Ecosystem									
Alignment of Individual and Unit objectives to USM Strategic goals	100%	Attendance of Dean/ Dirrector/ Head of Office and Department Heads to Operational plan rollout	100%	100 percent attendance	5.00			5.00	
	1	Number of internal ICT needs assessment to participate	NA					-	
	24	Number of subordinates' IPCR to evaluate	27	27 IPCR of faculty members	5.00			5.00	
	100%	Percentage of subordinate's IPCR with at least VS rating	27	27 IPCR of faculty members	5.00			5.00	
Achievement of superior standards of work performance	50%	Percentage of Teaching personnel who will achieve superior standards	40%	40% percent achieved superior standards	3.00			3.00	
Customers feedback to the seervices provided	NA	Percentage of VOC information system to utilize	NA					-	
Continuous improvement to the processes	NA	Percentage of processes / procedures due for revision to update	NA					-	**Process owner**
	NA	Percentage of necessary new processes / procedures and policies to enrol	NA					-	
	VS	To achieve atleast VS rating of Client Satisfaction Feedback	Outstanding	Achieved Outstanding ratings	5.00			5.00	
Expedite administrative and Financial Transactions	100%	Percentage of administrative transactons to process through digital platforms	100%	100percent administrative transactions proceessed through digital platforms	5.00			5.00	
	100%	Percentage of financial transactions to process through digital platforms	100%	100 percent of financial transations to process in digital forms	5.00			5.00	
	100%	Percentage of teaching and non-teaching personnel under the office with DICT PNKPI digital signature	100%	100 percent with digital signature	5.00			5.00	
	70.00	Percentage Utlization of Doucment Tracking System	100%	100 percent in using UDTS	5.00			5.00	

	50%	Percentage of acceptability of Risk and Opportunities Management System	100%	100 percent acceptability of risk and opportunity management	5.00			5.00	
Compliance on policies governing government workers		Fund utilization						-	
	NA	Fund 01	NA					-	
	NA	Fund 05	NA					-	
	NA	Fund 06	NA					-	
Promotion of culture of peace	100%	Percentage of teaching and non-teaching personnel who will attend to activities relevant to culture of peace	100%	100 percent attendance	5.00			5.00	
Improve Engagement with the stakeholders	100%	Participation of info officers in updating the website content	100%	Participated in updating the website content	5.00			5.00	
3. Support and other functions	10%							0.60	
a. Communication/Coordination	4%				0.20	-	-	0.20	
a. Number of meetings conducted	4	Meetings conducted	6	4 regular meetings	5			5.00	
b. Action to communications	100%	Communicatons acted upon	100%	all communications are acted	5			5.00	
c. Other Committee Membership	100%	Faculty commiitte membership (atleast one per faculty	100%	all faculty members are members of committees	5			5.00	
d. Adviser/Trainor/Coach/ Coordinator/Facilitator/Judge/ Performer/Panelist and the likes.	100%	Faculty engagement other than instruction	100%	Research Advsier, DCO, Admission Offficers, Facilitators	5			5.00	
b. Commitment & Purpose	5%						-	0.25	
a. Attendance to University-wide activities (as defined)	100%	Attendance of concerned personnel	100%	All faculty members areAll faculty attended university wide activities	5			5.00	
b. Attendance to Unit Convocations & activities	100%	Attendance of concerned personnel	100%	All faculty attended college activities	5			5.00	
c. Attendance to Unit meetings	100%	Attendance of concerned personnel	100%	all faculty attended unit	5			5.00	
d. Submission of required Documents (FDTR, OPCR, SALN, TOR, Training Certificates, PDS, training accomplishment report, CA Liquidation report, etc.)	100%	Required documents submitted	100%	Submitted all documents needed	5			5.00	

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e. Observance to basic health protocols based on DOH and IATF protocols		100%	Basic health protocols are observed		100%	observed basic health protocols	5			5.00	
c. Other Accomplishments		3%					0.15	-	-	0.15	
BS AgEcon submit for COE		1%					5			5.00	
umber of students who will be involved in funded research projects and RDI Cen		1%					5			5.00	
Faculty participate in international mobility program		1%					5			5.00	
										-	
										-	
Final Average Rating		100%								4.78	
Category											
Supervision in the Implementation of Mandated Functions	85%									3.93	
Instruction	70%									0.00	
Research	5%									0.50	
Extension	5%									0.25	
Production	5%									0.25	
Administrative Management	5%									0.24	
Support and Other Functions	10%									0.60	
Communication/Coordination	5%									0.20	
Commitment & Purpose	5%									0.25	
Other Accomplishments	0%									0.15	
Total Overall Rating	100%									4.78	
Final Average Rating										4.78	
Adjectival Rating										***VERY SATISFACTORY***	
Recommending Approval:			Date			Approved by:				Date	
RENEL M. ALUCILJA			2020.02.12			JONALD L. PIMENTEL				2020.02.16	
Chairperson, Performance Management Team						*SUC IV President*					
Legend:	1 - Quality		2 - Efficiency	3 - Timeliness	4 -Average						

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IPCR

Jay-R Vildac

UNIVERSITY OF SOUTHERN MINDANAO
Kabacan, Cotabato
Philippines

INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW - TARGET (IPCR-TARGET)

I, **JAY-R G. VILDAC, CPA, DBA**, ASSOCIATE PROFESSOR II of the **CBDEM/ACCOUNTANCY** commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period of **July to December 2025**

Submitted by:	Date:		Compiled by:		Rating Scale
Digitally signed by Vildac Jay-R Graza **JAY-R G. VILDAC, CPA, DBA**		Digitally signed by Bangcaya Sandra Angela Amolo Date: 2026.01.09 **SANDRA ANGELA A. BANGCAYA, CPA, MBA**	**NERISSA G. DELA VIÑA, PhD**		5 - Outstanding 4 - Very Satisfactory 3 - Satisfactory 2 - Unsatisfactory 1 - Poor
ASSOCIATE PROFESSOR II		Department Chairperson	Director, HRMDO		

CODE	MFO/OO	WEIGHT	Success Indicator (Target + Measures)	Actual Accomplishment	Rating Q[1]	Rating E[2]	Rating T[3]	Rating A[4]	Remarks
CORE FUNCTIONS (must be 80%)		**80.0%**							
1. Instruction (10% - 50%)		**40.0%**	(At least 3 Indicators)						
INS-AP5-006	To provide quality learning experience and opportunities	5.0%	At least very satisfactory (VS) performance in the student evaluation.(required)	Very Satisfactory performance in the student evaluation	4			4.00	
INS-AP5-005	To provide quality learning experience and opportunities	30.00%	All contents in the syllabi for every subject are delivered in the set timeframe.	All contents in the syllabi for every subject were delivered in the set timeframe	5			5.00	
INS-AP5-011	To provide quality learning experience and opportunities.	5.00%	At least a very satisfactory rating in the supervisor's evaluation in the teaching effectiveness. (required)	Very Satirfactory rating in the supervisor's evaluation in the teaching effectiveness	4			4.00	
2. Research (10-30%)		**5.00%**	(At least 2 Indicators for either Research, Extension, or Resource Generation)						
RES-AP5-010	To enhance research capability among students	5.00%	All thesis advisees defended on the set deadline.	All thesis advisees defended days ahead of the set deadline	5		5	5.00	

3. Extension (10-30%)		**5.00%**							
EXT-AP5-003	Implements extension	5.00%	Implements URDEC extension projects consistent with USM's mandated and priority programs	Implemented URDEC extension project consistent with USM's mandated priority program as component leader	5			5.00	
4. Resource Generation (10-30%)		**0.00%**							
5. Administrative Function (0-60%)		**30.00%**	(1 or more optional indicator)						
ADM-AP5-002	Designation other than unit head	30.00%	Refer to SO functions (to be customized by HRMDO)	All responsibilities as per SO function of Designation as Director of Financial Management Services Division were delivered.	5			5.00	
5.1 Student Services Designation									

5.2 Research Services Designation									
5.2 Extension Services Designation									
Support & Other Functions (20%)		**20.00%**	(10 Indicators required)						
6. Commitment & Purpose (15%)		**15.00%**							
SUP-AP5-003	Membership to special committees (either)	5.50%	Designated as member to committee for a special purpose and short duration	Designated to various committee for special purpose and short duration	5			5.00	
SUP-AP5-004	Attendance to University-wide activities (as defined in CNA) (required)	5.50%	Attendance to University-wide activities (as defined in CNA)	100% attendance to university-wide activities	5			5.00	

SUP-AP5-005	Attendance to college convocations & activities (required)	1.00%	100% attendance to weekly college/unit convocations, flag raising and retreat & activities	100% attendance to weekly college/unit convocations, flag raising and retreat & activities	5			5.00	
SUP-AP5-006	Attendance to college council/ faculty meetings (required)	1.00%	100% attendance to college council/ faculty meetings	100% attendance to college council/faculty meetings	5			5.00	
SUP-AP5-007	Submission of required FDTR	1.00%	Submit attested FDTR before the fifth working day of the month	Submit attested DTR before the fifth working day of the month	5		5	5.00	
SUP-AP5-011	Submission of required IPCR	1.00%	Submit accomplished Individual Performance Commitment and Review (IPCR) to HRMDO at the end of the rating period	Submit accomplished individual performance commitment and review (IPCR) to HRMDO at the end of the rating period before deadline.	5		5	5.00	
7. Professional Development (5%)		**5.00%**							
SUP-AP5-008	Attendance to seminars and trainings	0.50%	Submit authenticated copies of certificates of participation/ completion of training/ seminar to HRMDO within 7 days after the event	Submitted authenticated copies of certificates of participation/completion of training/seminar to HRMDO within 7 days after the event	5		4	4.50	
SUP-AP5-009	Attendance to seminars and trainings	0.50%	Submission of training effectiveness three months after the event	Submission of training effectiveness three months after the event	5		4	4.50	
SUP-AP5-010	Membership to professional organizations/societies	3.50%	Membership to at least 1 professional organization	Member to 3 professional organization (PICPA, NACPAE, GACPA)	5			5.00	
SUP-AP5-012	Competent Faculty	0.50%	Enrollment of Sintido 1.0	Enrolled in Sintido 3.0	5			5.00	
BONUS: Untargeted Accomplishments		**3.00%**	(Optional Indicator)						
	Officer of Professional Organization	2.00%	Officer to a National level professional organization	Serving as Secretary of the National Association of CPAs in Eductaion	5			5.00	
	Designations to proffesional engagaments	1.00%	Designated as member to a professional engagements	Designated as Monitor of CPA-Accredited program of PRC-Accountancy	5			5.00	

Final Average Rating				
CORE FUNCTIONS	**80.00%**			
Instruction	40.00%	4.75	Very Satisfactory	
Research	5.00%	5.00	Excellent	
Extension	5.00%	5.00	Excellent	
Production	0.00%	0.00		
Administrative	30.00%	5.00	Excellent	
Support and Other Functions	**20.00%**			
Commitment & Purpose	15.00%	5.00	Very Satisfactory	
Professional development	5.00%	4.90	Very Satisfactory	

Total Overall Rating	100.00%	4.91	Very Satisfactory
Bonus Untargeted Accomplishments	3.00%	5.00	Excellent
Final Average Rating		*5.06*	
		Adjectival Rating	*Excellent*

Reviewed by:	Date		Approved by:	Date
Digitally signed by Bangcaya Sandra Angela Amalo Date: 2026.01.09 12:34:41+08'00' SANDRA ANGELA A. BANGCAYA, CPA, MBA	January 9, 2026		CHERYL Y. DULAY, DBA	
Department Chair			Dean	

Legend: *1 - Quality* *2 - Efficiency* *3 - Timeliness* *4 -Average*

HRMDO RECOMMENDATIONS	
LEARNING AND DEVELOPMENT	NERISSA G. DELA VIÑA, PhD Director, HRMDO
REWARDS AND RECOGNITION	Date

Sandra Angela A. Bangcaya

UNIVERSITY OF SOUTHERN MINDANAO
Kabacan, Cotabato
Philippines

INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW - TARGET (IPCR-TARGET)

I, SANDRA ANGELA A. BANGCAYA , ASSOCIATE PROFESSOR II of the CBDEM/ACCOUNTANCY commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period of July to December 2025

Submitted by:		Compiled by:	
Date: January 7, 2025			Rating Scale
SANDRA ANGELA A. BANGCAYA	SANDRA ANGELA A. BANGCAYA	NERISSA G. DELA VIÑA, PhD	5 - Outstanding 4 - Very Satisfactory 3 - Satisfactory 2 - Unsatisfactory 1 - Poor
ASSOCIATE PROFESSOR II	Department Chairperson	Director, HRMDO	

CODE	MFO/OO	WEIGHT	Success Indicator (Target + Measures)	Actual Accomplishment	Rating Q[1]	Rating E[2]	Rating T[3]	Rating A[4]	Remarks
CORE FUNCTIONS (must be 80%)		80.0%							
1. Instruction (10% - 50%)		50.0%	(At least 3 indicators)						
INS-AP5-006	To provide quality learning experience and opportunities	10.0%	At least very satisfactory (VS) performance in the student evaluation.(required)	Attained a very satisfactory rating in student evaluation	4			4.00	
INS-AP5-011	To provide quality learning experience and opportunities.	10.00%	At least a very satisfactory rating in the supervisor's evaluation in the teaching effectiveness. (required)	Attained an outstanding rating in the supervisor's rating	5			5.00	
INS-AP5-005	To provide quality learning experience and opportunities	30.00%	All contents in the syllabi for every subject are delivered in the set timeframe.	Delivered all contents in the syllabi for all subjects in the set time frame	5			5.00	
2. Research (10-30%)		15.00%	(At least 2 Indicators for either Research, Extension, or Resource Generation)						
RES-AP5-010	To enhance research capability among students	15.00%	All thesis advisees defended on the set deadline.	All thesis advisers defended before deadline	5		5	5.00	
3. Extension (10-30%)		14.00%							
EXT-AP5-008	Competence of faculty in community engagement	14.00%	Attendance to Community engagement activities	Attended 2 community engagement activities as resource speaker	5			5.00	
4. Resource Generation (10-30%)		0.00%							

5. Administrative Function (0-60%)		1.00%	(1 or more optional indicator)						
ADM-AP5-001	Designation as unit head	1.00%	Designation as Department Head level or above with Satisfatory rating in OPCR	Designated as the accountancy department chairperson. Quality rating is based on the performance of the department as an academic department not the rank of the designation (Ex. chair versus the VPAA). For instance, CPA Board rating of the department is above national passing rate for October 2025. Graduates have high employability rating. All courses are delivered on time by instructors assigned by the chair. Two (2)programs under the department have passed their respective acreditation visits this 2025.	5		4	4.50	
5.1 Student Services Designation									
5.2 Research Services Designation									
5.2 Extension Services Designation									
Support & Other Functions (20%)		20.00%	(10 Indicators required)						
6. Commitment & Purpose (15%)		16.00%							
SUP-AP5-001	Adviser (either)	3.00%	Designated as Adviser to student organization	Adviser of JPIA. Submitted reports for COA USG evaluation 1 week after end of classes.	5		5	5.00	
SUP-AP5-004	Attendance to University-wide activities (as defined in CNA) (required)	3.00%	Attendance to University-wide activities (as defined in CNA)	Attended all university-wide activities as deifned in CAN	5			5.00	
SUP-AP5-005	Attendance to college convocations & activities (required)	4.00%	100% attendance to weekly college/unit convocations, flag raising and retreat & activities	Attended all college convocations and activities	5			5.00	
SUP-AP5-006	Attendance to college council/ faculty meetings (required)	4.00%	100% attendance to college council/ faculty meetings	Attended all college council and faculty meetings	5			5.00	
SUP-AP5-007	Submission of required FDTR	1.00%	Submit attested FDTR before the fifth working day of the month	Submitted on average on the fourth working day after receipt of DTR			4	4.00	
SUP-AP5-011	Submission of required IPCR	1.00%	Submit accomplished Individual Performance Commitment and Review (IPCR) to HRMDO at the end of the rating period	Submitted IPCR less than 15 days after rating period			5	5.00	

7. Professional Development (5%)		**4.00%**							
SUP-AP5-008	Attendance to seminars and trainings	1.00%	Submit authenticated copies of certificates of participation/ completion of training/ seminar to HRMDO within 7 days after the event	Submitted authenticated copies of all certificate of participation in seminars after more than 10 days	5		1	3.00	
SUP-AP5-009	Attendance to seminars and trainings	1.00%	Submission of training effectiveness three months after the event	Submitted 1 training effectiveness three months after the event		4		4.00	
SUP-AP5-010	Membership to professional organizations/societies	1.00%	Membership to at least 1 professional organization	Member of 2 professional organizations namely PICPA and NACPAE	5			5.00	
SUP-AP5-012	Competent Faculty	1.00%	Enrollment of Sintido 1.0	Already completed Sintido 2.1, Enrolled in 3.1	5			5.00	
BONUS: Untargeted Accomplishments		**0.00%**	(Optional Indicator)						

Final Average Rating				
CORE FUNCTIONS	**80.00%**			
Instruction	50.00%	4.80	Very Satisfactory	
Research	15.00%	5.00	Excellent	
Extension	14.00%	5.00	Excellent	
Production	0.00%	0.00		
Administrative	1.00%	4.50	Very Satisfactory	
Support and Other Functions	**20.00%**			
Commitment & Purpose	16.00%	4.94	Very Satisfactory	
Professional development	4.00%	4.25	Very Satisfactory	
Total Overall Rating	**100.00%**	4.86	Very Satisfactory	
Bonus Untargeted Accomplishments	**0.00%**	-		
Final Average Rating		4.86		
		Adjectival Rating	***Very Satisfactory***	

Reviewed by:	Date		Approved by:	Date
Digitally signed by Bangcaya Sandra Angela Arnao Date: 2026.01.07 09:14:49 PHT SANDRA ANGELA A. BANGCAYA	January 7, 2025		CHERYL Y. DULAY	
Department Chair			Dean	

Legend: 1 - *Quality* 2 - *Efficiency* 3 - *Timeliness* 4 -*Average*

HRMDO RECOMMENDATIONS

LEARNING AND DEVELOPMENT	
	NERISSA G. DELA VIÑA, PhD Director, HRMDO
REWARDS AND RECOGNITION	
	Date

Allen Shane C. Garcia

UNIVERSITY OF SOUTHERN MINDANAO
Kabacan, Cotabato
Philippines

INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW- TARGET (IPCR-TARGET)

I, **ALLEN SHANE C. GARCIA**, ASSISTANT PROFESSOR I of the **CBDEM** commits to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period of **July - December 2025**

Submitted by:	Date: January 7, 2026		Compiled by:		Rating Scale
ALLEN SHANE C. GARCIA		**SANDRA ANGELA A. BANGGAYA, CPA,MBA**	**NERISSA G. DELA VIÑA, PhD**		5 - Outstanding 4 - Very Satisfactory 3 - Satisfactory 2 - Unsatisfactory 1 - Poor
ASSISTANT PROFESSOR I		Department Chairperson	Director, HRMDO		

CODE	MFO/OO	WEIGHT	Success Indicator (Target + Measures)	Actual Accomplishment	Rating Q[1]	Rating E[2]	Rating T[3]	Rating A[4]	Remarks
CORE FUNCTIONS (must be 80%)		**80.0%**							
1. Instruction (10% - 60%)		**55.0%**	(At least 3 Indicators)						
INS-AS4-006	To provide quality learning experience and opportunities	15.00%	At least very satisfactory (VS) performance in the student evaluation.(required)	Very Satisfactory rating in the student's evalation	4			4.00	
INS-AS4-011	To provide quality learning experience and opportunities	10.00%	At least a very satisfactory rating in the supervisor's evaluation in the teaching effectiveness. (required)	Outstanding rating in the supervisors evaluation	5			5.00	
INS-AS4-005	To provide quality learning experience and opportunities	30.00%	All contents in the syllabi for every subject are delivered in the set timeframe.	All (100%)of the contents were delivered within the set timeframe	5		5	5.00	
2. Research (10-20%)		**10.00%**	(At least 2 Indicators for either Research, Extension, or Resource Generation)						
RES-AS4-010	To enhance research capability among students	10.00%	All thesis advisees defended on the set deadline.	100% of the thesis advisees have defended their thesis at least 5 days before the deadline	5		5	5.00	

3. Extension (10-20%)		**10.00%**							
EXT-AS4-008	Competence of faculty in community engagement	10.00%	Attendance to Community engagement activities	Served as resource person for two community engagements conducted in Magpet and Makilala	5			5.00	
4. Resource Generation (10-20%)		**0.00%**							
5. Administrative Function (0-60%)		**5.00%**	(1 Optional Indicator)						
5.1 Student Services Designation									

ADM-AS4-005	Student Services Designation (Socio-Cultural)	5.00%	50% of the university socio-cultural events/ contest participated.	Actively participated in the cultural events/ contest		5		5.00	
5.2 Research Services Designation									
5.2 Extension Services Designation									
Support & Other Functions (20%)		**20.00%**	(10 Indicators required)						
6. Commitment & Purpose (15%)		**15.00%**							
SUP-AS4-003	Membership to special committees (either)	2.00%	Designated as member to committee for a special purpose and short duration	Designated as committee member during BSMA PVS accreditation and as socio-cultural coordinator and coach.	5			5.00	
SUP-AS4-004	Attendance to University-wide activities (as defined in CNA) (required)	3.00%	Attendance to University-wide activities (as defined in CNA)	100% attendance to University-wide activities	5			5.00	

SUP-AS4-005	Attendance to college convocations & activities (required)	2.00%	100% attendance to weekly college/unit convocations, flag raising and retreat & activities	100% attendance to College/Unit convocations, flag raing and retreat activities	5			5.00	
SUP-AS4-006	Attendance to college council/ faculty meetings (required)	3.00%	100% attendance to college council/ faculty meetings	100% attendance to college council/ faculty meetings	5			5.00	
SUP-AS4-007	Submission of required FDTR	2.00%	Submit attested FDTR before the fifth working day of the month	Submited attested FDTR after receiving			5	5.00	
SUP-AS4-011	Submission of required IPCR	3.00%	Submit accomplished Individual Performance Commitment and Review (IPCR) to HRMDO at the end of the rating period	Submit accomplished Individual Performance Commitment and Review (IPCR) to HRMDO less than 15 days at the end of the reporting period			5	5.00	
7. Professional Development (5%)		**5.00%**							
SUP-AS4-008	Attendance to seminars and trainings	2.00%	Submit authenticated copies of certificates of participation/ completion of training/ seminar to HRMDO within 7 days after the event	Submit authenticated copies of certificates of participation/ completion of training/ seminar to HRMDO within 7 days after the event	5		1	3.00	
SUP-AS4-009	Attendance to seminars and trainings	1.00%	Submission of training effectiveness three months after the event	Submitted training effectiveness	4		4	4.00	
SUP-AS4-010	Membership to professional organizations/societies	1.00%	Membership to at least 1 professional organization	Member to 2 professional organization	5			5.00	
SUP-AS4-012	Competent Faculty	1.00%	Enrollment of Sintido 1.0	No enrollment	1			1.00	
BONUS: Untargeted Accomplishments		**0.00%**	(Optional Indicator)						

Final Average Rating				
CORE FUNCTIONS	**80.00%**			
Instruction	55.00%	4.73	Very Satisfactory	
Research	10.00%	5.00	Excellent	
Extension	10.00%	5.00	Excellent	
Production	0.00%	0.00		
Administrative	5.00%	5.00	Excellent	
Support and Other Functions	**20.00%**			
Commitment & Purpose	15.00%	*5.00*	Excellent	
Professional development	5.00%	*2.00*	Unsatisfactory	
Total Overall Rating	**100.00%**	**4.70**	**Very Satisfactory**	
Bonus Untargeted Accomplishments	**0.00%**	-		