



OFFICE PERFORMANCE COMMITMENT AND REVIEW (OPCR)
July 2023 to December 2023 (Period Covered)

Responsibility Center/Office: Office of Monitoring and Evaluation (OME)

ORGANIZATIONAL OUTCOME (OO)	KEY RESULT AREAS (KRAs) (6 Pillars)	INSTITUTIONAL LEVEL KEY PERFORMANCE INDICATORS (KPIs)	PART I. PERFORMANCE COMMITMENT (SUCESS INDICATORS)			ALLOTTED BUDGET	DEPARTMENT/ OFFICE PERSON	PART II. PERFORMANCE EVALUATION (ACTUAL ACCOMPLISHMENTS)						REMARKS Supervisor/Vice Chancellor				
			KEY PERFORMANCE INDICATORS (KPI) Target (S.M.A.R.T)	Targets/Commitm ent Output				TOTAL	STATUS OF ACCOMPLISHMENTS		QUALITY	EFFICIENCY	TIMELINESS		AVERAGE SCORE	SCORE		
				Q1 Jan-Jun	Q2 Jul-Dec				Narrative	Quantity (if applicable)								
Higher Education Program, Advance Education, Research Program and Extension Program	KRA1. Pillar 1: Education	Percentage of administrative staff completing trainings	Number of training programs or courses for personnel within the 3rd and 4th quarter of 2023.		2	2	22,500.00	Eucil P. Hussien, Mark June L. Aporador, Arlene B. Gil	Personnel attended the following training program/courses:	10		5	5	5.00				
	KRA2. Pillar 2: Research and Innovation								1. Course on Kwentong Lingkod Bayani: Excellence in Public Service by the Civil Service Institute on July 14, 2023.									
	KRA3. Pillar 3: Student Support								2. Training Course on Policy Design and Development by the Development Academy of the Philippines on July 17-21, 2023.									
	KRA4. Pillar 4: Public Service								3. Webinar on the Amendment to Section 4 of the 2017 Omnibus Rules on Appointments and Other Human Resource Actions (ORAOHRA), as Amended and on the Civil Service Eligibility Verification System (CSEVS) by the Civil Service Commission on July 26, 2023.									
	KRA5. Pillar 5: Governance								4. Workshop on Risk Management & Root Cause Analysis by the Office of Quality Assurance and Management Services, MSU-IIT on August 10-11, 2023.									
	KRA6. Pillar 6: Infrastructur e								5. Webinar on the Amendment to Section 34 of the 2017 Omnibus Rules on Appointments and Other Human Resource Actions (ORAOHRA), as Amended by the Civil Service Commission on August 23, 2023.									
									6. Workshop for Internal Quality Auditors by the Office of Quality Assurance and Management Services, MSU-IIT on September 4-5, 2023.									

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									7. Capability Building Program For Responsibility Center Heads And Unit Supervisors: Seminar-Workshop On Employees' Learning And Development Processes by Human Resource Management Division, MSU-IIT on September 14, 2023.							
									8. Training Course on Public Service Values Overview Conducted by the Civil Service Institute, CSC on September 15, 2023.							
									9. Training Course on Basic Monitoring and Evaluation by the Center for Governance-Policy Research Office of the Development Academy of the Philippines on September 18-22, 2023.							
									10. Training Course on Statistics for Program and Project Monitoring and Evaluation by the Philippine Statistical Research and Training Institute on November 6-10, 2023.							
		Overall Employee Satisfaction Rating (in percentage)	Availability of the report on the results of the survey on service providers' evaluation for the 2023 first phase/semester within					Eucil P. Hussien, Mark June L. Aporador, Arlene B. Gil	Prepared the following reports on the results of the survey on service providers' evaluation for the 2023 first phase/semester (December 2022 to May 2023).							
		This is about the organizational climate or not	a.) Janitorial Services Provider					Eucil P. Hussien, Mark June L. Aporador, Arlene B. Gil	Report on the results of the Janitorial Services Provider's evaluation made available on July 10, 2023.	4		5	4.50			
			b.) Security Services Provider					Eucil P. Hussien, Mark June L. Aporador, Arlene B. Gil	Report on the results of the Security Services Provider's evaluation made available on July 10, 2023.	4		5	4.50			
			c.) External Suppliers					Eucil P. Hussien, Mark June L. Aporador, Arlene B. Gil	Report on the results of the External Supplier's evaluation made available on August 14, 2023.	4		3	3.50			

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				Q1 Jan-Jun	Q2 Jul-Dec				Narrative	Quantity (If applicable)						
			Meeting with the Physical Plant Division to discuss the results of the performance evaluation for Janitorial Sevices Provider for the 2023 first phase/semester , within the 3rd week of August 2023.				1,000.00	Eucil P. Hussien, Mark June L. Aporador, Arlene B. Gil	Conducted a meeting with the Physical Plant Division Director, Staff together with the Vice-Chancellor for Administration and Finance, Atty. Yaslani, represented by the Director for Administration, Ms. Odessa Aberilla, to communicate/discuss the results of the performance evaluation for Janitorial Sevices Provider for the 2023 first phase/semester (December 2022 to May 2023) on August 14, 2023.		5		5	5.00	4.55	
			Meeting with the Security Investigation Division to discuss the results of the performance evaluation for Security Sevices Provider for the 2023 first phase/semester , within the 3rd week of August 2023.				1,000.00	Eucil P. Hussien, Mark June L. Aporador, Arlene B. Gil	Conducted a meeting with the Physical Plant Division Director, Staff together with the Vice-Chancellor for Administration and Finance, Atty. Yaslani, represented by the Director for Administration, Ms. Odessa Aberilla, and Vice-Chancellor for Student Services, to communicate/discuss the results of the performance evaluation for Security Sevices Provider for the 2023 first phase/semester (December 2022 to May 2023) on August 14, 2023.		5		5	5.00		
			Meeting with the Procurement Services Division to discuss the results of the performance evaluation for External Suppliers for the 2023 first phase/semester , within the 3rd week of August 2023.				1,000.00	Eucil P. Hussien, Mark June L. Aporador, Arlene B. Gil	Conducted a meeting with the Supply and Property Management Division, Procurement Management Division Head, Atty. Amer Manaros and Vice-Chancellor for Administration and Finance, Atty. Yaslani, to communicate/discuss the results of the performance evaluation for External Suppliers for the 2023 first phase/semester (December 2022 to May 2023) on September 11, 2023.		5		3	4.00		

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				Q1 Jan-Jun	Q2 Jul-Dec												
																	Narrative
			Availability of report on the results of the survey on service providers' evaluation for the 2023 second phase/semester within December 2023:					Eucil P. Hussien, Mark June L. Aporador, Arlene B. Gil	Prepared the following reports on the results of the survey on service providers' evaluation for the 2023 second phase/semester (June 2023 to November 2023)								
			a.) Janitorial Services Provider					Eucil P. Hussien, Mark June L. Aporador, Arlene B. Gil	Report on the results of the Janitorial Services Provider's evaluation made available on December 07, 2023.		4		5	4.50			
			b.) Security Services Provider					Eucil P. Hussien, Mark June L. Aporador, Arlene B. Gil	Report on the results of the Security Services Provider's evaluation made available on December 07, 2023.		4		5	4.50			
			c.) External Suppliers					Eucil P. Hussien, Mark June L. Aporador, Arlene B. Gil	Report on the results of the External Supplier's evaluation made available on December 07, 2023.		4		5	4.50			
			Percentage of technical assistance on SPMS and surveys acted upon (Mentoring & Coaching).	100%	100%	100%	90,450.00	Eucil P. Hussien, Mark June L. Aporador, Arlene B. Gil	Acted on the requests of various offices and colleges for technical assistance about SPMS and surveys on time.	100%		3	5	4.00			
				12	12	24		Eucil P. Hussien, Mark June L. Aporador, Arlene B. Gil	Conducted orientation/consultation sessions on the SPMS Framework and Guidelines to various offices/colleges of the University from July to December 2023.	13	5	4	5	4.67			
			100% assessed, evaluated and validated OPCR's with ratings for the Performance Evaluation for the period January 2023 to June 2023 within the 4th week of August 2023.					Eucil P. Hussien, Mark June L. Aporador, Arlene B. Gil	Assessed, evaluated, and validated the ratings and actual accomplishments of various offices/colleges for the period January to June 2023 in November and December 2023.	7	4		5	4.50		The target number was not realized since only very few offices have submitted their respective OPCR's and DPCR's for the period.	
			100% collection and endorsement rate of OPCR's, DPCR's, and IPCR's Targets/Commitment for the FY 2025 within the 4th week of August 2023. (Period of Normalization of SPMS the Cycle)					Eucil P. Hussien, Mark June L. Aporador, Arlene B. Gil	100% of the collected OPCR's, DPCR's for the Targets/Commitment for the FY 2025 have been endorsed to OIPDS for review and validation. The timeline for the call of submission of OPCR's and DPCR's for FY 2025 Targets has changed/moved in December 2023.		4	3	5	4.00		The submission of IPCR's is facilitated by the HRMD. The timeline for the call of submission of OPCR's and DPCR's for FY 2025 Targets has changed/moved in December.	

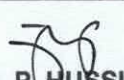
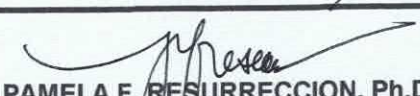
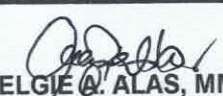
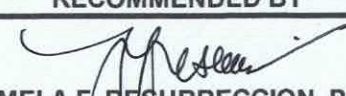

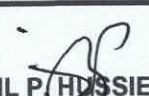
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				Q1 Jan-Jun	Q2 Jul-Dec				Narrative	Quantity (If applicable)						
			Number of mentoring, coaching and catch up sessions for administrative staff within FY 2023.	6	6	12		Eucil P. Hussien, Mark June L. Aporador, Arlene B. Gil	Conducted mentoring, coaching, and catch-up sessions to the office' administrative staff (Project Development Officer III and Planning Officer III) facilitated by the Director of the Office of Monitoring and Evaluation.	8		4	5	4.50		
			Availability of the matrix/summary of revisions of the SPMS Framework and Guidelines within the 4th week of November 2023, for BOR's approval in 2024.					Eucil P. Hussien, Mark June L. Aporador, Arlene B. Gil	The matrix/summary list of identified provisions to be revised in the SPMS Framework and Guidelines based on the CSC Region X's comments was made available November 10, 2023.			5	5	5.00		
									Facilitated the re-submission of the Revised MSU-IIT Strategic Performance Management incorporating the comments of the Civil Service Commission Regional Office XII, through MSU-IIT Human Resource Management Division, on July 05, 2023, for approval.		5		5	5.00		
									Approval for implementation of the MSU-IIT Revised Strategic Performance Management System (SPMS) by the Civil Service Commission Region X on November 24, 2023.		5		5	5.00		
		Overall Client Satisfaction Index	Availability of the report on the results of the Client Satisfaction Survey for the first phase/semester of evaluation within July 2023.					Eucil P. Hussien, Mark June L. Aporador, Arlene B. Gil	Report on the results of the Client Satisfaction's evaluation for the first phase/semester was made available on July 24, 2023.		5		5	5.00		
			Availability of the report on the results of the Client Satisfaction Survey for the second phase/semester of evaluation within December 2023.		5			Eucil P. Hussien, Mark June L. Aporador, Arlene B. Gil	Report on the results of the Client Satisfaction's evaluation for the first phase/semester was made available on December 07, 2023.	10	5	5	5	5.00		
			Develop/establish a Monitoring and Evaluation (M&E) framework, within the 4th week of August 2023.	why no target? what is the status? vis-a-vis august				Eucil P. Hussien, Mark June L. Aporador, Arlene B. Gil	Monitoring and Evaluation Framework initial draft was made available in August 2023.		4		4	4.00		

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									Number of request for Post-Activity Evaluation Survey from various offices acted upon on time (week or days prior to the activity/every).	6		5	5	5.00		
									Number of Post-Activity Evaluation surveys prepared and conducted on time, as per request by various offices of the University from July to December 2023.	6		5	5	5.00		
									Number of Post-Activity Evaluation surveys processed and tabulated on time from July 2023 to December 2023.	3	5	5	5	5.00		
									Number of report/write-up on Post-Activity Evaluation survey results prepared on time from July 2023 to December 2023.	1	4	5	5	4.67		
			Annual budget utilization rate	90% Fund Utilization Rate within the FY 2023		90%	90%		Eucil P. Hussien, Mark June L. Aporador, Arlene B. Gil	Utilized of the total budget allocation for the FY 2023.	74.35%		2	4	3.00	
	Other Support Functions		Provide assistance and participate in the conduct of Mid-Year Assessment within the third quarter of 2023.					Eucil P. Hussien, Mark June L. Aporador, Ariene B. Gil	Provided an assistance and participated in the conduct of 2023 Mid-Year Assessment Performance Management Review on August 1-3, 2023. Prepared an post-activity evaluation survey through google forms.		5	5	5	5.00	5.00	
			Participate in the conduct of Year-end Assessment and Performance and Management Review within the fourth quarter of 2023.					Eucil P. Hussien, Mark June L. Aporador, Arlene B. Gil	Participated in the conduct of Year-end Assessment and Performance and Management Review as Facilitator (Director) and Secretariat (Staff) on December 6-8, 2023 at the Chali Resort, Cagayan de Oro City.		5		5	5.00		
									Prepared post-activity evaluation survey as requested by various offices through google forms on December 5, 2023.		5		5	5.00		

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				Narrative	Quantity (If applicable)											
			At least two (2) membership and/or committeeship within the fiscal year 2023.	1	1	2		Eucil P. Hussien, Mark June L. Aporador, Arlene B. Gil	All personnel were designated as committee members of the following: 1. Internal Quality Audit ISO Onsite Surveillance Audit-Monitoring and Evaluation Committee. 2. Member of the University's pool of Internal Auditors (SO# 01447-2022) 3. 2023 Year-End Performance Management Review, in-charge of the post-activity evaluation survey.	3		5	5	5.00		
FINAL RATING:													4.78			
ADJECTIVAL RATING:													Very Satisfactory			

I, EUCIL P. HUSSIEN, DPA, Director of the Office of Monitoring and Evaluation, committed to deliver and agree to be rated on the attainment of the above-mentioned targets in accordance with the indicated measures for the period July 2023 to December 2023.

PLEASE

SUBMITTED BY		REVIEWED BY		VALIDATED BY	
 EUCIL P. HUSSIEN, DPA Director, Office of Monitoring and Evaluation (Signature Over Printed Name)		 PAMELA F. RESURRECCION, Ph.D. Vice Chancellor for Strategic Initiatives (Signature Over Printed Name)		 MELGIE A. ALAS, MMBM, PGSDSDS Director, OIPDS-OVCPD (Signature over Printed Name)	
Date Submitted:	January 08, 2024	Date Reviewed:	January 08, 2024	Date Validated:	
RECOMMENDED BY		APPROVED BY		FILED AND RECEIVED BY	
 PAMELA F. RESURRECCION, Ph.D. PMT Chairman (Vice-Chancellor for Strategic Initiatives) (Signature Over Printed Name)		 PROF. ATTY. ALZEDNEY M. DITUCALAN, J.D., LL.M Chancellor (Signature Over Printed Name)		 EUCIL P. HUSSIEN, DPA Director, OME-OVCPD (Signature over Printed Name)	
Date Recommended:		Date Approved:		Date Received and Filed:	