**“ANNEX A”**

**Target Task and Success Indicators for July-December 2021**

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| **Tasks/Output/Services** | **Success Indicator** | **Area** (if it involves travel) | **Project Code** |
| *Must be as specific as possible and achievable within the contract period.* | *Must include measures of quantity, quality/ efficiency, and time-bound* |
| 1. **Rice Seed Information System (RSIS) Project** | | | |
| 1. Lead in optimizing the following:    1. Seed Production Planner Online System with post production – processing data collection mobile app and offline version    2. Warehouse Online System with seed retesting request and offline version    3. Seed Grower Mobile App (iOS) improvement in the mobile app based on testing and user feedbacks    4. User Management Module with the user’s and operational manual of modules    5. CMS and front-end module | * *1 working post production module* * *1 working seed retesting request module* * *At least 2 optimized mobile app functions based on testing and user feedbacks* * *Led in developing offline version of RSIS systems/modules* * *At least 2 optimized CMS functions* * *Maintained the User Management Module* | All PhilRice Branch Stations | **309-RTF-022** |
| 1. Lead in developing the following:    1. BDD production and performance dashboard and data analytics    2. Virtual Queuing System | * *Led in developing BDD production and performance dashboard and data analytics* * *Led in developing Virtual Queuing System* |
| 1. Provide support in the data integration of RSIS, RCEF, BDD-IS, and FMIS | * *Provided support in the data integration of RSIS, RCEF, BDD-IS and FMIS* |
| 1. Assist in the systems harmonization (RSIS, RCEF) and establishment of map server for RSIS | * *Assisted in the systems harmonization (RSIS, RCEF) and establishment of map server for RSIS* |
| 1. Assist in the database administration of RSIS | * *Assisted in the database administration of RSIS* |
| 1. Prepare the monitoring and audit trail module | * *1 working monitoring and audit trail module* |
| 1. Help prepare in the development of training modules | * *Contributed in the development of training modules* |
| 1. Help conduct training on user orientation and testing of developed system | * *Assisted in the user orientation and testing of developed system* |
| 1. Ensure that the systems will be ready for beta/pilot-testing toward deployment | * *Successful beta/pilot-testing* |
| 1. **Others** | | | |
| 1. To perform other duties and responsibilities assigned by the supervisor from time to time | * *Performed other duties and responsibilities assigned by the supervisor from time to time* |  |  |
| 1. Receive or find appropriate retooling/reorientation/refresher programs for the use of new tools, gadgets, software and knowledge tools with; and to be provided with appropriate communication tools and/or allowances in order to facilitate the implementation of the projects and studies. | * *Received updated information for technology, new tools, gadgets, software and knowledge tools.* | Place specified in the event posting or invitation. | **309-RTF-022** |
| 1. Render at least eight (8) hours per working day or 40 hours per week in his official place of work (or work from home) within the full contract duration | * Rendered eight (8) hours per working days in official place of work. |  |  |
| 1. Render 10% of time to institutional and division activities that maybe assigned from time to time. | * Spared 10% of time to render activities related to the institute and division. |  |  |
| 1. Provide line of communication with supervisors and peers. | * Provided active line of communications with supervisors and peers. |  |  |
| 1. Attend the flag raising ceremony. | * Good record of attendance in the flag raising ceremony. |  |  |
| 1. Perform other duties and responsibilities assigned from time to time | * Performed other duties and responsibilities assigned from time to time |  |  |