



Revised @ RD - 8/26/21 - 2:11 pm

B. Individual Performance Commitment and Review Form

INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW FORM

I, TEODULFO A. DE CASTRO of the DENR – PENRO, Oriental Mindoro, Monitoring and Enforcement Section 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 to June 2021

  
TEODULFO A. DE CASTRO  
 Ratee  
 Date:

Reviewed by:	Date	Approved by:	Date
 RICK U. DUMADAG		 ESPERANZA P. CORTEZ	
Immediate Supervisor		OIC-Technical Services Division	

P/A/Ps	Performance Indicators (Targets + Measures)	Actual Accomplishments	Rating				Remarks
			Q1	E2	T3	A4	
GENERAL ADMINISTRATION AND SUPPORT SERVICES							
Implementation of Good Governance Conditions	1 SALN prepared and submitted to Administrative and Finance Section based on Section 8 of RA 6713 on February 20, 2021	1 SALN prepared and submitted to Administrative and Finance Section based on Section 8 of RA 6713 on January 4, 2021		4	5	4.500	
	100% of IPCRs commitment based on the approved OPCR submitted to the PENRO on April 25, 2021	100% of IPCRs commitment based on the approved OPCR submitted to the PENRO on April 15, 2021		4	5	4.500	
Actions on Documents/Requests	100% of documents acted upon with partial/minor revisions need 7 working days for simple documents and 15 days for complex documents upon receipt	100% of documents acted upon with partial/minor revisions need 6 working days for simple documents and 14 days for complex documents upon receipt		4	4	4.000	Assist the Chief, MES on the review and evaluation of report on compliance monitoring on the issued tenorial instrument and/or permit holders submitted by all CENROs  100% of other documents/requests/communications being referred by the

IPCR – Legend 1- Quantity 2- Efficiency 3- Timeliness 4- Average

							immediate supervisor, OIC-TSD, and/or the PENRO acted upon within the prescribed period
Final Overall Rating				12.0	14.0	13.000	
Final Average Rating				4.0	4.67	4.333	
Adjective Rating							
Comments and Recommendations for Development Purposes <i>shows intelligence in dealing/working w/ others. Gives extra effort to task given to him.</i>							
Discussed with:	Date	Assessed by:	Date	Final Rating by:		Date	
<i>Teodulfo A. de Castro</i> TEODULFO A. DE CASTRO	8/20/2021	I certify that I discussed my assessment of the performance with the employee <i>Esperanza P. Cortez</i> ESPERANZA P. CORTEZ	8/20/2021	<i>Mary June F. Maypa</i> MARY JUNE F. MAYPA		8/23/2021	
Employee		OIC-Technical Services Division		PENRO			

NAME : TEODULFO A. DE CASTRO  
POSITION: FOREST TECHNICIAN II

SECTION: MONITORING AND ENFORCEMENT  
DIVISION: TECHNICAL SERVICES

MONTHLY ACCOMPLISHMENT MONITORING FORM FOR : JANUARY 2021

	TYPE		NATURE			DETAILS OF ACTIVITY			
	PBB	OTHER REGULAR TARGET BASED ON WFP	TARGET P/A/PS	OFFICE WORK	FIELD WORK	TYPE OF DOCUMENT */ACTIVITY  (Indicate date and time the document received)	SUBJECT ACTIVITY/EVENT	ACTION TAKEN  (Indicated the status of the document/activity)	TIME CONSUMED
A. TARGET RELATED ACTIVITIES	✓			✓		SALN	Updating Sworn Statement, Assets and Liabilities (SALN)	Updated Sworn Statement, Assets and Liabilities (SALN)	1 day
				✓		Monitoring and Enforcement Activities	Assist in updating reports of apprehended conveyances impounded within the PENRO Office area	Assisted in updating reports of apprehended conveyances impounded within the PENRO Office area	4 days
				✓		Monitoring and Enforcement Activities	Update the report of tree cutting activities by the permittee	Updated the tree cutting activities by the permittee as per approved cutting clearances and permits issued within the jurisdiction of CENRO Roxas	5 days
				✓		Monitoring and Enforcement Activities	Assist in reviewing Tree cutting applications	Assisted in reviewing Tree Cutting applications forwarded by CENRO Socorro and CENRO Roxas	30 minutes per document
				✓		Monitoring and Enforcement Activities	Assist in updating reports on Illegal Logging Activities	Assisted in updating reports on Illegal Logging Activities forwarded by CENRO Socorro	5 days
				✓		Monitoring and Enforcement Activities	Assist in Updating Reports in Lawin Monitoring and Patrolling	Assisted in Updating reports in Lawin Monitoring and Patrolling Activities	4 days
B. MISCELLANEOUS ACTIVITIES  (other activities related to the Division or Office outside of the targets)									
C. OTHER FUNCTIONS AND DUTIES  (other activities not related to the Division but of other designations/functions and concurrent capacities)									

SIGNATURE OF THE EMPLOYEE:



VERIFIED BY THE IMMEDIATE SUPERVISOR:



RICK U. DUMADAG

In Charge, Monitoring and Enforcement Section

DATE ACCOMPLISHED:

JANUARY 2021



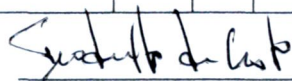
NAME : TEODULFO A. DE CASTRO  
POSITION: FOREST TECHNICIAN II

SECTION: MONITORING AND ENFORCEMENT  
DIVISION: TECHNICAL SERVICES

MONTHLY ACCOMPLISHMENT MONITORING FORM FOR : FEBRUARY 2021

	TYPE		NATURE			DETAILS OF ACTIVITY			
	PBB	OTHER REGULAR TARGET BASED ON WFP	TARGET P/A/Ps	OFFICE WORK	FIELD WORK	TYPE OF DOCUMENT */ACTIVITY  (Indicate date and time the document received)	SUBJECT ACTIVITY/EVENT	ACTION TAKEN  (Indicated the status of the document/activity)	TIME CONSUMED
A. TARGET RELATED ACTIVITIES				✓		Monitoring and Enforcement Activities	Assist in updating reports of apprehended conveyances impounded within the PENRO Office area	Assisted in updating reports of apprehended conveyances impounded within the PENRO Office area	4 days
					Travel Order No. 2021-060 (Feb. 09- 11,2021)	Monitoring and Enforcement Activities	Assist in the monitoring being conducted by CENRO Socorro in Catuiran Hydro-powerplant	Assisted in the monitoring being conducted by CENRO Socorro in Catuiran Hydro-powerplant and conducted forest protection activities within its vicinities	3 days
				✓		Monitoring and Enforcement Activities	Update the report of tree cutting activities by the permittee	Updated the tree cutting activities by the permittee as per approved cutting clearances and permits issued within the jurisdiction of CENRO Roxas	5 days
				✓		Monitoring and Enforcement Activities	Assist in reviewing Tree cutting applications	Assisted in reviewing Tree Cutting applications forwarded by CENRO Socorro and CENRO Roxas	30 minutes per document
				✓		Monitoring and Enforcement Activities	Assist in updating reports on Illegal Logging Activities	Assisted in updating reports on Illegal Logging Activities forwarded by CENRO Socorro	4 days
				✓		Monitoring and Enforcement Activities	Assist in Updating Reports in Lawin Monitoring and Patrolling	Assisted in Updating reports in Lawin Monitoring and Patrolling Activities	2 days
B. MISCELLANEOUS ACTIVITIES  (other activities related to the Division or Office outside of the targets)									
C. OTHER FUNCTIONS AND DUTIES  (other activities not related to the Division but of other designations/functions and concurrent capacities)									

SIGNATURE OF THE EMPLOYEE:



VERIFIED BY THE IMMEDIATE SUPERVISOR:



RICK U. DUMADAG

In Charge, Monitoring and Enforcement Section

DATE ACCOMPLISHED:

FEBRUARY 2021

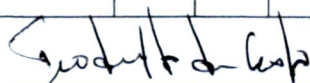
NAME : TEODULFO A. DE CASTRO  
POSITION: FOREST TECHNICIAN II

SECTION: MONITORING AND ENFORCEMENT  
DIVISION: TECHNICAL SERVICES

MONTHLY ACCOMPLISHMENT MONITORING FORM FOR : MARCH 2021

	TYPE		NATURE			DETAILS OF ACTIVITY			
	PBB	OTHER REGULAR TARGET BASED ON WFP	TARGET P/A/PS	OFFICE WORK	FIELD WORK	TYPE OF DOCUMENT */ACTIVITY (Indicate date and time the document received)	SUBJECT ACTIVITY/EVENT	ACTION TAKEN (Indicated the status of the document/activity)	TIME CONSUMED
A. TARGET RELATED ACTIVITIES				✓		Monitoring and Enforcement Activities	Assist in updating reports of apprehended conveyances impounded within the PENRO Office area	Assisted in updating reports of apprehended conveyances impounded within the PENRO Office area	4 days
				✓		Monitoring and Enforcement Activities	Update the report of tree cutting activities by the permittee	Updated the tree cutting activities by the permittee as per approved cutting clearances and permits issued within the jurisdiction of CENRO Roxas	5 days
					Travel Order No. 2021-532 (March 16-19)	RPS	Assist in the conduct of Land Tenure Profiling (RLTA) within the municipality of Roxas, Oriental Mindoro	Assisted in the conduct of Land Tenure Profiling (RLTA) within the municipality of Roxas, Oriental Mindoro	4 days
					Travel Order No. 2021-532 (March 22-26)	RPS	Assist in the conduct of Land Tenure Profiling (RLTA) within the municipality of Roxas, Oriental Mindoro	Assisted in the conduct of Land Tenure Profiling (RLTA) within the municipality of Roxas, Oriental Mindoro	5 days
				✓		Monitoring and Enforcement Activities	Assist in Updating Reports in Lawin Monitoring and Patrolling	Assisted in Updating reports in Lawin Monitoring and Patrolling Activities	5 days
B. MISCELLANEOUS ACTIVITIES <i>(other activities related to the Division or Office outside of the targets)</i>									
C. OTHER FUNCTIONS AND DUTIES <i>(other activities not related to the Division but of other designations/functions and concurrent capacities)</i>									

SIGNATURE OF THE EMPLOYEE:



VERIFIED BY THE IMMEDIATE SUPERVISOR:

  
RICK U. DUMADAG

In Charge, Monitoring and Enforcement Section

DATE ACCOMPLISHED:

MARCH 2021

NAME : TEODULFO A. DE CASTRO  
POSITION: FOREST TECHNICIAN II

SECTION: MONITORING AND ENFORCEMENT  
DIVISION: TECHNICAL SERVICES

MONTHLY ACCOMPLISHMENT MONITORING FORM FOR : APRIL 2021

	TYPE		NATURE			DETAILS OF ACTIVITY			
	PBB	OTHER REGULAR TARGET BASED ON WFP	TARGET P/A/PS	OFFICE WORK	FIELD WORK	TYPE OF DOCUMENT */ACTIVITY  (Indicate date and time the document received)	SUBJECT ACTIVITY/EVENT	ACTION TAKEN  (Indicated the status of the document/activity)	TIME CONSUMED
A. TARGET RELATED ACTIVITIES				✓		Monitoring and Enforcement Activities	Assist in updating reports of apprehended conveyances impounded within the PENRO Office area	Assisted in updating reports of apprehended conveyances impounded within the PENRO Office area	4 days
				✓		Monitoring and Enforcement Activities	Update the report of tree cutting activities by the permittee	Updated the tree cutting activities by the permittee as per approved cutting clearances and permits issued within the jurisdiction of CENRO Roxas	5 days
					Travel Order No. 2021-1320 (April 20-22)	CDS Activities	Participate in the conduct of Performance Evaluation of Individual CSC Holders	Participated in the conduct of Performance Evaluation of Individual CSC Holders	3 days
				✓		Monitoring and Enforcement Activities	Assist in updating reports on Illegal Logging Activities	Assisted in updating reports on Illegal Logging Activities forwarded by CENRO Socorro	3 days
					Travel Order No. 2021-1312 (April 27-30)	Monitoring and Enforcement Activities	Assist in conduct evaluation/assessment on the expired IFMA No. R4002 of PTFI in the remaining area of plantation	Assisted in conduct evaluation/assessment on the expired IFMA No. R4002 of PTFI in the remaining area of plantation	4 days
B. MISCELLANEOUS ACTIVITIES  (other activities related to the Division or Office outside of the targets)									
C. OTHER FUNCTIONS AND DUTIES  (other activities not related to the Division but of other designations/functions and concurrent capacities)									

SIGNATURE OF THE EMPLOYEE:

*Teodulfo A. de Castro*

VERIFIED BY THE IMMEDIATE SUPERVISOR:

*Rick U. Dumadag*

RICK U. DUMADAG

In Charge, Monitoring and Enforcement Section

DATE ACCOMPLISHED:

APRIL 2021



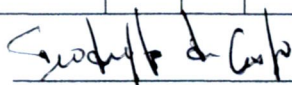
NAME : TEODULFO A. DE CASTRO  
POSITION: FOREST TECHNICIAN II

SECTION: MONITORING AND ENFORCEMENT  
DIVISION: TECHNICAL SERVICES

MONTHLY ACCOMPLISHMENT MONITORING FORM FOR : MAY 2021

	TYPE		NATURE			DETAILS OF ACTIVITY			
	PBB	OTHER REGULAR TARGET BASED ON WFP	TARGET P/A/PS	OFFICE WORK	FIELD WORK	TYPE OF DOCUMENT */ACTIVITY  (Indicate date and time the document received)	SUBJECT ACTIVITY/EVENT	ACTION TAKEN  (Indicated the status of the document/activity)	TIME CONSUMED
A. TARGET RELATED ACTIVITIES				✓		Monitoring and Enforcement Activities	Assist in updating reports of apprehended conveyances impounded within the PENRO Office area	Assisted in updating reports of apprehended conveyances impounded within the PENRO Office area	4 days
					Travel Order No. 1451-21 (May 4- 6, 2021)	Monitoring and Enforcement Activities	Participate in the conduct of Performance Evaluation of Individual CSC Holders	Participated in the conduct of Performance Evaluation of Individual CSC Holders	3 days
					Travel Order No. 1709-21 (May 11- 12, 2021)	Monitoring and Enforcement Activities	Assist in the conduct of forest protection activities and other monitoring and enforcement concern within the jurisdiction of CENRO Roxas	Assisted in the conduct of forest protection activities and other monitoring and enforcement concern within the jurisdiction of CENRO Roxas	2 days
					Travel Order No. 1709-21 (May 19- 21, 2021)	Monitoring and Enforcement Activities	Assist in the conduct of forest protection activities, apprehension and confiscation, LAWIN activities	Assisted in the conduct of forest protection activities, apprehension and confiscation, LAWIN activities being conducted by CENRO Roxas	3 days
					Travel Order No. 1709-21 (May 25- 28, 2021)	Monitoring and Enforcement Activities	Assist in conduct evaluation/assessment on the expired IFMA No. R4002 of PTFI in the remaining area of plantation	Assisted in conduct evaluation/assessment on the expired IFMA No. R4002 of PTFI in the remaining area of plantation	4 days
				✓		Monitoring and Enforcement Activities	Assist in Updating Reports in Lawin Monitoring and Patrolling	Assisted in Updating reports in Lawin Monitoring and Patrolling Activities	4 days
	B. MISCELLANEOUS ACTIVITIES  (other activities related to the Division or Office outside of the targets)								
C. OTHER FUNCTIONS AND DUTIES  (other activities not related to the Division but of other designations/functions and concurrent capacities)									

SIGNATURE OF THE EMPLOYEE:



VERIFIED BY THE IMMEDIATE SUPERVISOR:



RICK U. DUMADAG

In Charge, Monitoring and Enforcement Section

DATE ACCOMPLISHED:

MAY 2021


NAME : TEODULFO A. DE CASTRO  
POSITION: FOREST TECHNICIAN II

SECTION: MONITORING AND ENFORCEMENT  
DIVISION: TECHNICAL SERVICES

MONTHLY ACCOMPLISHMENT MONITORING FORM FOR : JUNE 2021

	TYPE		NATURE			DETAILS OF ACTIVITY			
	PBB	OTHER REGULAR TARGET BASED ON WFP	TARGET P/A/Ps	OFFICE WORK	FIELD WORK	TYPE OF DOCUMENT */ACTIVITY  (Indicate date and time the document received)	SUBJECT ACTIVITY/EVENT	ACTION TAKEN  (Indicated the status of the document/activity)	TIME CONSUMED
A. TARGET RELATED ACTIVITIES				✓		Monitoring and Enforcement Activities	Assist in updating reports of apprehended conveyances impounded within the PENRO Office area	Assisted in updating reports of apprehended conveyances impounded within the PENRO Office area	4 days
					Travel Order No. 2021-2413 (June 08- 11,2021)	Monitoring and Enforcement Activities	Continue the inventory/assessment of trees planted within the expired leased area of PTFI including geotagging; to conduct forest protection activities	Continued the inventory/assessment of trees planted within the expired leased area of PTFI including geotagging; to conduct forest protection activities	4 days
				✓		Monitoring and Enforcement Activities	Assist in Updating Reports in Lawin Monitoring and Patrolling	Assisted in Updating reports in Lawin Monitoring and Patrolling Activities	2 days
				✓		Monitoring and Enforcement Activities	Assist in updating reports on Illegal Logging Activities	Assisted in updating reports on Illegal Logging Activities forwarded by CENRO Socorro	5 days
					Travel Order No. 2021-2413 (June 30- July 02)	Monitoring and Enforcement Activities	Monitoring of seedling replacement turned over by permittee per approved cutting permit	Monitored of seedling replacement turned over by permittee per approved cutting permit	3 days
				✓		Monitoring and Enforcement Activities	Update the report of tree cutting activities by the permittee	Updated the report of tree cutting activities by the permittee	4 days
B. MISCELLANEOUS ACTIVITIES  (other activities related to the Division or Office outside of the targets)									
C. OTHER FUNCTIONS AND DUTIES  (other activities not related to the Division but of other designations/functions and concurrent capacities)									

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VERIFIED BY THE IMMEDIATE SUPERVISOR:



RICK U. DUMADAG

In Charge, Monitoring and Enforcement Section

DATE ACCOMPLISHED:

JUNE 2021