B. Individual Performance Commitment and Review Form

INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW FORM

I, NEIL ROCKY A. CABAYAO, of the DENR - CENRO ROXAS, ORIENTAL MINDORO, Division of 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. Ratee: Date: Date Reviewed by: Date Approved by: REYNALDO\D.\PUDIQUET ALMA E. GIBE Chief MES **OIC-CENRO** Rating Output Success Indicators (targets+measures) **Actual Accomplishments** Remarks T3 01 E2 A4 1. One (1) statement of Assets and Liabilities and Networth **General Administration and Support Services** 1. One (1) statement of Assets and Liabilities and Networth (SALN) prepared and submit to Admin Officer within (SALN) prepare and submit to Admin Officer within prescribe 3.000 5.000 5.000 4.333 time with 100% accuracy prescribe time with 100% accuracy 1. One (1) IPCR (Commitment) based on approved OPCR to be 1. One (1) IPCR (Commitment) based on approved OPCR to Submission of Individual SALN be submitted to Admin Section for thre period from 3.000 5.000 3.000 3.667 submitted acted upon January to December 2021 Action on Documents/Request 100% of documents acted upon 100% of documents acted upon Simple documents-7 working days upon receipt of office Simple documents-7 working days upon receipt of office 3.000 3.000 3.000 Complex documents-15 working days upon receipt of office Complex documents-15 working days upon receipt of office Operations: Natural Resources Enforcement and Regulation Program Assess and observe 120 kilometers patrol route within Assessed and observed 146.22 kilometers patrol route conservation area, forest conditions every 100 meters and within conservation area, forest conditions every 100 Assistant Team alert the team on the identify threats and indicator species meters and alert the team on the identify threats and 5.000 5.000 5.000 5.000 Support to full operation of Lawin System Leader with report submitted to Chief Monitoring and Enforcement indicator species with report submitted to Chief Monitoring Section every 18th day of the month with 100% accuracy. and Enforcement Section every 18th day of the month with 100% accuracy 11.000 18.000 16.000 16.000 **Total Overall Rating Final Average Rating** 4.500 | 4.000 | 4.000 3.667 **Adjectival Rating VERY SATISFACTORY** Comments and Recommendation for Development Purposes Recommended to hinge makaram end Date Date Final Rating by: Date Discussed with Assessed by: I certify that I discussed my assessment of the performance with the employee 8/19/2021 NEIL BOCKY A. CABAYAO 8/18/2021 ALMA E. GIBE

In-charge

OIC-CENRO

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

Forest Ranger

Employee

Name: NEIL ROCKY A. CABAY	/AO					Section: Monitoring and Enforcement Section			
Position: Forest Ranger (PA)						Division:			
					MONTHLY	ACCOMLISHMENT: JANUARY, 2021			
	T	уре	N	ature		Details of t	he Activity		
	PBB related	Other regular targets based on WFP	Office Work	Field Work (indicate TO #)	Type of Document/ Activity (indicate date and time the document received)	Subject/ Activity/ Event	Action Taken (indicate the status of the document/activity)	Time Consumed	
A. TARGET- RELATED	V		√		PDS	Updating of the Personal Data Sheet (PDS)	Update the Personal Data Sheet (PDS and submit to Personnel Section	1 day	
A. TARGET- RELATED ACTIVITIES			V		SALN/IPCR	SALN and IPCR as of December 31, 2020	Updated SALN/IPCR as of December 31, 2020 submitted to Personnel Section- Administrative Division on January 2021	1 day	
				TO # 2021- 211	LAWIN	Conduct patrolling for LAWIN Forest and Biodiversity Protection within conservation area	Conducted and patrolled the conservation as per approved WFP CY 2021 target		
					Monitoring	Conduct monitoring of incoming and outgoing forest product and wildlife trade at port of Mansalay	Conducted monitoring of incoming and outgoing forest product and wildlife trade at port of Mansalay	3 days	
			V		Clients	Entertain the clients	Answered clients queries	daily	
			V		Report	Draft a report regarding the activites conducted of the last week activities	Prepare a Draft report regarding the activities conducted of thelast week activities	1 day	
						WORK FROM HOME (OFFICE DISINFECTION) January 20, 21 and 22, 2021			
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 other designations, functions and concurrent capacities)						HOLIDAY (Jai	nuary 1, 2021)	1 day	
							И		

Signature of the Employee: ______

Date Accomplished: _____

Verified by the Immediate Supervisor: REYNALDO

rNALDO PUDIQUE

rester III/Chief ME

Name: NEIL ROCKY A. CABAY	'AO					Section: Monitoring and Enforcement Section			
Position: Forest Ranger (PA)						Division:			
					MONTHLY	ACCOMLISHMENT: FEBRUARY, 2021			
	Т	ype	Nature			Details of t	he Activity		
	PBB related	Other regular targets based on WFP	Office Work	Field Work (indicate TO #)	Type of Document/ Activity (indicate date and time the document received)	Subject/ Activity/ Event	Action Taken (indicate the status of the document/activity)	Time Consumed	
				TO # 2021-	LAWIN	Conduct patrolling for LAWIN Forest and Biodiversity Protection within conservation area	Conducted and patrolled the conservation as per approved WFP CY 2021 target		
				254	Monitoring	Conduct monitoring of incoming and outgoing forest product and wildlife trade at port of Mansalay	Conducted monitoring of incoming and outgoing forest product and wildlife trade at port of Mansalay	3 days	
A. TARGET- RELATED ACTIVITIES				TO # 2021-	LAWIN	Conduct patrolling for LAWIN Forest and Biodiversity Protection within conservation area	Conducted and patrolled the conservation as per approved WFP CY 2021 target	3 days	
ACTIVITIES					Monitoring	Conduct monitoring of incoming and outgoing forest product and wildlife trade at port of Mansalay	Conducted monitoring of incoming and outgoing forest product and wildlife trade at port of Mansalay		
				TO # 2021- 342	LAWIN	Conduct patrolling for LAWIN Forest and Biodiversity Protection within conservation area	Conducted and patrolled the conservation as per approved WFP CY 2021 target		
					Monitoring	Conduct monitoring of incoming and outgoing forest product and wildlife trade at port of Mansalay	Conducted monitoring of incoming and outgoing forest product and wildlife trade at port of Mansalay	3 days	
				TO # 2021-	LAWIN	Conduct patrolling for LAWIN Forest and Biodiversity Protection within conservation area	Conducted and patrolled the conservation as per approved WFP CY 2021 target		
				403	Monitoring	Conduct monitoring of incoming and outgoing forest product and wildlife trade at port of Mansalay	Conducted monitoring of incoming and outgoing forest product and wildlife trade at port of Mansalay	3 days	
B. MISCELLANEOUS ACTIVITIES (other activities related to the Division or Office outside of the targets)			V		Report	Draft a report regarding the activites conducted of the last week activities	Prepare a Draft report regarding the activities conducted of thelast week activities	2 days	
			V		Clients	Entertain the clients	Answered clients queries	daily	
(other activities not related to the	OTHER FUNCTIONS AND DUTIES other activities not related to the Division								
but other designations, functions concurrent capacities)	and								
concurrent capacities)							1		
							//		

Signature of the Employee:

Date Accomplished:

Verified by the Immediate Supervisor: REYNALDO PUDIQ

Name: NEIL ROCKY A. CABAYAO	Section: Monitoring and Enforcement Section					
Position: Forest Ranger (PA)	Division:					
MONTHLY ACCOMLISHMENT: MARCH: 2021						

	Т	/pe	N	ature	Details of the Activity				
	PBB related	Other regular targets based on WFP	Office Work	Field Work (indicate TO#)	Type of Document/ Activity (indicate date and time the document received)	Subject/ Activity/ Event	Action Taken (indicate the status of the document/activity)	Time Consume	
A. TARGET- RELATED ACTIVITIES	V			TO # 2021	LAWIN	Conduct patrolling for LAWIN Forest and Biodiversity Protection within conservation area	Conducted and patrolled the conservation as per approved WFP CY 2021 target		
				450	Monitoring	Conduct monitoring of incoming and outgoing forest product and wildlife trade at port of Mansalay	Conducted monitoring of incoming and outgoing forest product and wildlife trade at port of Mansalay	3 days	
				TO # 2021	LAWIN	Conduct patrolling for LAWIN Forest and Biodiversity Protection within conservation area	Conducted and patrolled the conservation as per approved WFP CY 2021 target	3 days	
				502	Monitoring	Conduct monitoring of incoming and outgoing forest product and wildlife trade at port of Mansalay	Conducted monitoring of incoming and outgoing forest product and wildlife trade at port of Mansalay		
				TO # 2021	LAWIN	Conduct patrolling for LAWIN Forest and Biodiversity Protection within conservation area	Conducted and patrolled the conservation as per approved WFP CY 2021 target	3 days	
				715	Monitoring	Conduct monitoring of incoming and outgoing forest product and wildlife trade at port of Mansalay	Conducted monitoring of incoming and outgoing forest product and wildlife trade at port of Mansalay		
				TO # 2021	LAWIN	Conduct patrolling for LAWIN Forest and Biodiversity Protection within conservation area	Conducted and patrolled the conservation as per approved WFP CY 2021 target		
				1251	Monitoring	Conduct monitoring of incoming and outgoing forest product and wildlife trade at port of Mansalay	Conducted monitoring of incoming and outgoing forest product and wildlife trade at port of Mansalay	3 days	
			V		Clients	Entertain the clients	Answered clients queries	daily	
B. MISCELLANEOUS ACTIVITIES (other activities related to the Division or Office outside of the targets)			V		Report	Draft a report regarding the activites conducted of the last week activities	Prepare a Draft report regarding the activities conducted of thelast week activities	2 days	
					WORK FROM HOME (OFFICE DISINFECTION) March 29, 30 and 31, 2021				
OTHER FUNCTIONS AND Dother activities not related to the ut other designations, functions oncurrent capacities)	Division								

Signature of the Employee:

Date Accomplished.

Verified by the Immediate Supervisor: REYNALDO

YAO					Section: Monitoring and Enforcement Section		
					Division:		
				WEEKL	LY ACCOMLISHMENT: APRIL, 2021		
T	ype	Nature			Details of t	he Activity	
PBB related	Other regular targets based on WFP	Office Work	Field Work (indicate TO #)	Type of Document/ Activity (indicate date and time the document received)	Subject/ Activity/ Event	Action Taken (indicate the status of the document/activity)	Time Consumed
			TO # 2021- 1422	LAWIN	Conduct patrolling for LAWIN Forest and Biodiversity Protection within conservation area	Conducted and patrolled the conservation as per approved WFP CY 2021 target	
				Monitoring	Conduct monitoring of incoming and outgoing forest product and wildlife trade at port of Mansalay	Conducted monitoring of incoming and outgoing forest product and wildlife trade at port of Mansalay	3 days
		V		Report	Draft a report regarding the activites conducted of the last week activities	Prepare a Draft report regarding the activities conducted of thelast week activities	1day
		V		Clients	Entertain the clients	Answered clients queries	daily
B. MISCELLANEOUS ACTIVITIES (other				PENRO SPECIAL ORDER NO. 2121-30 (WORK FROM HOME)	April 5,6,12,13,19,20,22,23, 2021	8 days	
or Office					HOLIDAY	April 1, 2, 2021	2 days
OUTIES Division							
s and							
	PBB related IES (other or Office	PBB related targets based on WFP IES (other or Office	Type Other regular targets based on WFP N N N N N N N N N N N N N	Type Other regular targets based on WFP Nature Other regular targets based on WFP TO # 2021-1422 Other regular targets based on WFP TO # 2021-1422	Type Nature Other regular targets based on WFP TO # 2021 LAWIN Monitoring Nature Type of Document/ Activity (indicate date and time the document received) TO # 2021 LAWIN Monitoring Report Office Or Office DUTIES Division	Division: WEEKLY ACCOMLISHMENT: APRIL, 2021 Type Other regular targets based on WFP TO # 2021 1422 Monitoring Monitoring Report Nature Other regular targets based on WFP TO # 2021 1422 Monitoring Conduct patrolling for LAWIN Forest and Biodiversity Protection within conservation area Conduct monitoring of incoming and outgoing forest product and wildlife trade at port of Mansalay Report Details of the Subject/ Activity/ Event Subject/ Activity/ Event Subject/ Activity/ Event Conduct patrolling for LAWIN Forest and Biodiversity Protection within conservation area Conduct monitoring of incoming and outgoing forest product and wildlife trade at port of Mansalay Pentral report regarding the activites conducted of the last week activities Clients PENRO SPECIAL ORDER NO. 2121-30 (WORK FROM HOME) HOLIDAY	Type

Signature of the Employee:
Date Accomplished:

Verified by the Immediate Supervisor: REYNALDO PUDIQUET

Name: NEIL ROCKY A. CABAYA	40			Section: Monitoring and Enforcement Section				
Position: Forest Ranger (PA)				Division:				
MONTHLY ACCOMLISHMENT: MAY, 2021								
	Type	Nature		Details of the Activity				

					MONTHL	LY ACCOMLISHMENT: MAY, 2021			
	T	ype Nature			Details of the Activity				
	PBB related	Other regular targets based on WFP	Office Work	Field Work (indicate TO #)	Type of Document/ Activity (indicate date and time the document received)	Subject/ Activity/ Event	Action Taken (indicate the status of the document/activity)	Time Consumed	
				TO # 2021- 1689	LAWIN	Conduct patrolling for LAWIN Forest and Biodiversity Protection within conservation area	Conducted and patrolled the conservation as per approved WFP CY 2021 target		
					Monitoring	Conduct monitoring of incoming and outgoing forest product and wildlife trade at port of Mansalay	Conducted monitoring of incoming and outgoing forest product and wildlife trade at port of Mansalay	3 days	
				TO # 2021- 1803	LAWIN	Conduct patrolling for LAWIN Forest and Biodiversity Protection within conservation area	Conducted and patrolled the conservation as per approved WFP CY 2021 target	4 days	
A. TARGET- RELATED ACTIVITIES					Monitoring	Conduct monitoring of incoming and outgoing forest product and wildlife trade at port of Mansalay	Conducted monitoring of incoming and outgoing forest product and wildlife trade at port of Mansalay		
				TO # 2021- 1958	LAWIN	Conduct patrolling for LAWIN Forest and Biodiversity Protection within conservation area	Conducted and patrolled the conservation as per approved WFP CY 2021 target		
					Monitoring	Conduct monitoring of incoming and outgoing forest product and wildlife trade at port of Mansalay	Conducted monitoring of incoming and outgoing forest product and wildlife trade at port of Mansalay	3 days	
				TO # 2021- 1980	LAWIN	Conduct patrolling for LAWIN Forest and Biodiversity Protection within conservation area	Conducted and patrolled the conservation as per approved WFP CY 2021 target		
					Monitoring	Conduct monitoring of incoming and outgoing forest product and wildlife trade at port of Mansalay	Conducted monitoring of incoming and outgoing forest product and wildlife trade at port of Mansalay	4 days	
			V		Report	Draft a report regarding the activites conducted of the last week activities	Prepare a Draft report regarding the activities conducted of thelast week activities	2 days	
			V		Clients	Entertain the clients	Answered clients queries	daily	
B. MISCELLANEOUS ACTIVITIES (other activities related to the Division or Office outside of the targets)						ON LEAVE	17-May-21	1 day	
C. OTHER FUNCTIONS AND D	UTIES								
(other activities not related to the									
but other designations, functions	and								
concurrent capacities)							•		

Signature of the Employee:

Date Accomplished:

Verified by the Immediate Supervisor: REYNALDO FOREST

Name: NEIL ROCKY A. CABAYAO	Section: Monitoring and Enforcement Section					
Position: FOREST RANGER (PA)	Division:					
MONTHLY ADDOMESTED A DOMESTED A D						

MONTHLY ACCOMLISHMENT: June, 2021 Details of the Activity: Type Nature Other Field Type of Document/ regular **PBB** Office Work Activity (indicate date Action Taken (indicate the status of the Subject/ Activity/ Event targets **Time Consumed** related Work (indicate and time the document document/activity) based on TO #) received) WFP Conduct patrolling for LAWIN Forest and Conducted and patrolled the conservation as per TO # 2021 LAWIN Biodiversity Protection within conservation area approved WFP CY 2021 target 3 days Conduct monitoring of incoming and outgoing forest Conducted monitoring of incoming and outgoing Monitoring forest product and wildlife trade at port of Mansalay product and wildlife trade at port of Mansalay TO # 2021-Conduct patrolling for LAWIN Forest and Conducted and patrolled the conservation as per LAWIN Biodiversity Protection within conservation area approved WFP CY 2021 target A. TARGET- RELATED 4 days ACTIVITIES Conduct monitoring of incoming and outgoing forest Conducted monitoring of incoming and outgoing Monitoring product and wildlife trade at port of Mansalay forest product and wildlife trade at port of Mansalav Conduct patrolling for LAWIN Forest and Conducted and patrolled the conservation as per LAWIN Biodiversity Protection within conservation area approved WFP CY 2021 target TO # 2021 4 days 2342 Conduct monitoring of incoming and outgoing forest Conducted monitoring of incoming and outgoing Monitoring product and wildlife trade at port of Mansalay forest product and wildlife trade at port of Mansalav Conduct patrolling for LAWIN Forest and Conducted and patrolled the conservation as per LAWIN Biodiversity Protection within conservation area approved WFP CY 2021 target TO # 2021 1 day 2649 Conduct monitoring of incoming and outgoing forest Conducted monitoring of incoming and outgoing Monitoring product and wildlife trade at port of Mansalay forest product and wildlife trade at port of Mansalav Draft a report regarding the activites conducted of Prepare a Draft report regarding the activities B. MISCELLANEOUS ACTIVITIES (other Report 2 days the last week activities conducted of thelast week activities activities related to the Division or Office outside of the targets) Entertain the clients Clients Answered clients queries daily C. OTHER FUNCTIONS AND DUTIES (other activities not related to the Division but other designations, functions and

Signature of the Employee:

Date Accomplished:

concurrent capacities)

Verified by the Immediate Supervisor: REYNALDO FUDIQUET
Forester VI/Chief MES