



INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW FORM

I, **SIMPLICIO CALINOG**, of the **DENR - CENRO ROXAS, ORIENTAL MINDORO**, Division of **RPS** 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:

SIMPLICIO CALINOG



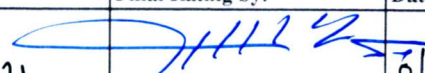
Date:

Reviewed by:	Date	Approved by:	Date
 NANETTE B. CAPACIO LMO III/Chief, RPS		 ALMA E. GIBE DMO V/OIC-CENRO	

Output	Success Incators (targets+measures)		Rating				Remarks
			Q1	E2	T3	A4	
GENERAL ADMINISTRATION AND SUPPORT	100% submission of SALN to Admin by 2nd week of February, 2021	100% submitted of Admin to CENRO by 2nd week of February, 2021	3.000	4.000	4.000	3.667	
	One (1) IPCR (commitment) based on approved OPCR guidelines submitted to Admin Section on prescribed period	One (1) IPCR commitment based on approved ORCR guidelines submitted to Admin Section on prescribed period with 100% of accuracy.	3.000	5.000	5.000	4.333	
Actions to be taken	100% of documents act upon with partial/ minor revision need 7 working days for simple documents and 15 days for complex documents upon receipt	100% of documents acted upon with partial/ minor revision need 7 working days for simple documents and 15 days for complex documents upon receipt		4.500	3.500	4.000	
NATURAL RESOURCES CONSERVATION AND DEVELOPMENT PROGRAM							
Land Survey, Disposition and Records Management	Prepare and post notices of 36 Residential Free Patent Applications within Twenty-Six (26) days upon receipt of applications						To be rated on the Second Semester of CY 2021
	Conduct Investigation of 36 Residential Free Patent Application and Prepare Investigation Report and Forward to Land Management Officer I						To be rated on the Second Semester of CY 2021
Total Over-all Rating			6.000	13.500	12.500	12.000	
Final Average Rating			3.000	4.500	4.167	4.000	
Adjectival Rating			VERY SATISFACTORY				

Comments and Recommendation for Development Purposes

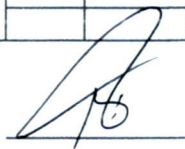
Can accomplish his targets under RPs on time

Discussed with	Date	Assessed by:	Date	Final Rating by:	Date
 SIMPLICIO CALINOG Cartographer I	8/18/2021	I certify that I discussed my assessment of the performance with the employee  ARABELLE JOY V. TAMAYOSA Credit Officer /In-charge Admin	8/19/2021	 ALMA E. GIBE DMO V/OIC-CENRO	8/19/2021

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

Name: SIMPLICIO C. CALINGO					Section: Regulation and Permitting Section			
Position: Cartographer I					Division: N/A			
MONTHLY ACCOMPLISHMENT MONITORING FORM for: January 2021								
	Type		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
A. TARGET-RELATED ACTIVITIES			✓		Form V-37	Type/Encode the technical description and sketch plan on residential free patent	Typed/Encoded the technical description and sketch plan on residential free patent	daily as needed
			✓		Assistance to Customers	Provide assistance to the customer on the request for sketch plan and technical description	Provided assistance to the customer on the request for sketch plan and technical description	daily
			✓		Individual Performance Commitment and Review	Submit Individual Performance Commitment and Review (IPCR) with rating to Administrative Section for July to December 2020	Submitted Individual Performance Commitment and Review (IPCR) with rating to Administrative Section for July to December 2020	1 day
			✓		Individual Performance Commitment and Review	Submit Individual Performance Commitment and Review (IPCR) based on approved SPMS guidelines to Administrative Section	Submitted Individual Performance Commitment and Review (IPCR) based on approved SPMS guidelines to Administrative Section	1 day
			✓		Daily Time Record	Submit Daily Time Record to Finance and Administrative Section	Submitted Daily Time Record to Finance and Administrative Section	1 day
B. MISCELLANEOUS ACTIVITIES (other activities related to the Division or Office outside of the targets)				TO # 2021-164	Rapid Land Tenure Appraisal	Assist in the conduct of Land Tenure Profiling under the Rapid Land Tenure Appraisal (RLTA)	Travel to San Isidro, Roxas, Oriental Mindoro and assisted in the conduct of Land Tenure Profiling under the Rapid Land Tenure Appraisal (RLTA) (January 13-15, 2021)	3 days including travel time
				TO # 2021-208	Rapid Land Tenure Appraisal	Assist in the conduct of Land Tenure Profiling under the Rapid Land Tenure Appraisal (RLTA)	Travel to Maraska, Roxas, Oriental Mindoro and assisted in the conduct of Land Tenure Profiling under the Rapid Land Tenure Appraisal (RLTA) (January 18-19, 2021)	2 days including travel time
C. OTHER FUNCTIONS AND DUTIES (other activities not related to the Division but of other designations, functions and concurrent capacities)						Holiday (New Year's Day)	January 1, 2021	1 day
						Office Disinfection	January 20-22, 2021	3 days

Signature of the Employee:



Verified by the Immediate Supervisor:

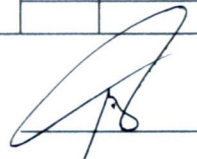

NANETTE B. CAPACIO
 Land Management Officer III/Chief, RPS

Date Accomplished:

January 29, 2021

Name: SIMPLICIO C. CALINGO				Section: Regulation and Permitting Sect				
Position: Cartographer I				Division: N/A				
MONTHLY ACCOMPLISHMENT MONITORING FORM for: February 2021								
	Type		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
A. TARGET-RELATED ACTIVITIES			✓		Statement of Assets, Liabilities and Net Worth	Submit Statement of Assets, Liabilities and Net Worth	Submitted Statement of Assets, Liabilities and Net Worth	1 day
			✓		Form V-37	Type/Encode the technical description and sketch plan on residential free patent	Typed/Encoded the technical description and sketch plan on residential free patent	daily as needed
			✓		Assistance to Customers	Provide assistance to the customer on the request for sketch plan and technical description	Provided assistance to the customer on the request for sketch plan and technical description	daily
			✓		Daily Time Record	Submit Daily Time Record to Finance and Administrative Section	Submitted Daily Time Record to Finance and Administrative Section	1 day
B. MISCELLANEOUS ACTIVITIES (other activities related to the Division or Office outside of the targets)				TO # 2021-253	Verification and Relocation Survey	Assist in the conduct of verification and relocation survey of Wildlife Rescue Center	Travel to Sitio Banti, Barangay San Roque, Bulalacao, Oriental Mindoro and assisted in the conduct of verification and relocation survey of Wildlife Rescue Center (February 3-5, 2021)	3 days including travel time
C. OTHER FUNCTIONS AND DUTIES (other activities not related to the Division but of other designations, functions and concurrent capacities)						Holiday (Chinese New Year and EDSA People Power Revolution Anniversary)	February 12 and 25, 2021	2 days

Signature of the Employee:



Date Accomplished:

February 26, 2021

Verified by the Immediate Supervisor:



NANETTE B. CAPACIO

Land Management Officer III/Chief, RPS

Name: SIMPLICIO C. CALINGO					Section: Regulation and Permitting Section			
Position: Cartographer I					Division: N/A			
MONTHLY ACCOMPLISHMENT MONITORING FORM for: March 2021								
	Type		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
A. TARGET-RELATED ACTIVITIES			✓		Form V-37	Type/Encode the technical description and sketch plan on residential free patent	Typed/Encoded the technical description and sketch plan on residential free patent	daily as needed
			✓		Assistance to Customers	Provide assistance to the customer on the request for sketch plan and technical description	Provided assistance to the customer on the request for sketch plan and technical description	daily
			✓		Daily Time Record	Submit Daily Time Record to Finance and Administrative Section	Submitted Daily Time Record to Finance and Administrative Section	1 day
B. MISCELLANEOUS ACTIVITIES (other activities related to the Division or Office outside of the targets)				TO # 2021-410	Verification and Relocation Survey	Assist in the conduct of verification and relocation survey of Wildlife Rescue Center	Travel to Sitio Banti, Barangay San Roque, Bulalacao, Oriental Mindoro and assisted in the conduct of verification and relocation survey of Wildlife Rescue Center (March 2-5, 2021)	4 days including travel time
				TO # 2021-705	Relocation Survey	Assist in the conduct of Relocation Survey of Lot Nos. 159, 161, 170 and 171, all of Pls-417-D as per approved Survey Order No. 2021-002	Travel to Barangay San Juan and Barangay Nasucob, Bulalacao, Oriental Mindoro and assisted in the conduct of Relocation Survey of Lot Nos. 159, 161, 170 and 171, all of Pls-417-D as per approved Survey Order No. 2021-002 (March 16-19, 2021)	4 days including travel time
C. OTHER FUNCTIONS AND DUTIES (other activities not related to the Division but of other designations, functions and concurrent capacities)						Office Disinfection	March 29-31, 2021	3 days

Signature of the Employee:

Date Accomplished:

March 31, 2021

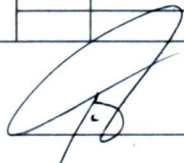
Verified by the Immediate Supervisor:

NANETTE B. CAPACIO

Land Management Officer III/Chief, RPS

Name: SIMPLICIO C. CALINGO					Section: Regulation and Permitting Section			
Position: Cartographer I					Division: N/A			
MONTHLY ACCOMPLISHMENT MONITORING FORM for: April 2021								
	Type		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
A. TARGET-RELATED ACTIVITIES				TO # 2021-1442	Public Land Survey	Assist in the conduct of Public Land Survey (PLS) of Lot No. 8345-A and 8345-B, Csd-04-05850	Travel to San Rafael, Roxas, Oriental Mindoro and assisted in the conduct of Public Land Survey (PLS) of Lot No. 8345-A and 8345-B, Csd-04-05850 (April 20-21, 2021)	2 days including travel time
					Public Land Survey	Assist in the conduct of Public Land Survey (PLS) of Lot No. 1634-I, Csd-4B-000004	Travel to Poblacion, Bongabong, Oriental Mindoro and assisted in the conduct of Public Land Survey (PLS) of Lot No. 1634-I, Csd-4B-000004 (April 22-23, 2021)	2 days including travel time
				✓	Geo-tagged Photos	Assist in taking geo-tagged photos and necessary documents in support to the approval of survey plan	Assisted in taking geo-tagged photos and necessary documents in support to the approval of survey plan	as needed
				TO # 2021-1432	Public Land Survey	Assist in the conduct of Public Land Survey (PLS) of Lot No. 1281-M to 1281-U, Csd-4B-000196-D as per approved Survey Order No. 2021-009	Travel to San Francisco, Bulalacao, Oriental Mindoro and assisted in the conduct of Public Land Survey (PLS) of Lot No. 1281-M to 1281-U, Csd-4B-000196-D as per approved Survey Order No. 2021-009 (April 27-30, 2021)	4 days including travel time
			✓		Form V-37	Type/Encode the technical description and sketch plan on residential free patent	Typed/Encoded the technical description and sketch plan on residential free patent	daily as needed
			✓		Assistance to Customers	Provide assistance to the customer on the request for sketch plan and technical description	Provided assistance to the customer on the request for sketch plan and technical description	daily
			✓		Daily Time Record	Submit Daily Time Record to Finance and Administrative Section	Submitted Daily Time Record to Finance and Administrative Section	1 day
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)						Holiday (Maundy Thursday, Good Friday, and Araw ng Kagitingan)	April 1-2, and 9, 2021	3 days

Signature of the Employee:



Verified by the Immediate Supervisor:

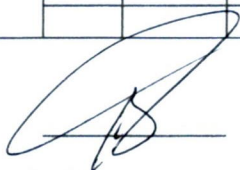

NANETTE B. CAPACIO
 Land Management Officer III/Chief, RPS

Date Accomplished:

April 30, 2021

Name: SIMPLICIO C. CALINGO					Section: Regulation and Permitting Sect			
Position: Cartographer I					Division: N/A			
MONTHLY ACCOMPLISHMENT MONITORING FORM for: May 2021								
	Type		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
A. TARGET-RELATED ACTIVITIES			✓	TO # 1670-21	Public Land Surveys	Assist in the conduct of Public Land Subdivision (PLS) Survey of Lot No. 1281-M to 1281-U, Csd-4B-000196-D as per approved Survey Order No. 2021-009	Travel to Barangay San Francisco, Bulalacao, Oriental Mindoro and assisted in the conduct of Public Land Subdivision (PLS) Survey of Lot No. 1281-M to 1281-U, Csd-4B-000196-D as per approved Survey Order No. 2021-009 (May 4-7, 2021)	4 days including travel time
				✓	Geo-tagged Photos	Assist in taking geo-tagged photos and necessary documents in support to the approval of survey plan	Assisted in taking geo-tagged photos and necessary documents in support to the approval of survey plan	as needed
			✓		Form V-37	Type/Encode the technical description and sketch plan on residential free patent	Typed/Encoded the technical description and sketch plan on residential free patent	daily as needed
			✓		Assistance to Customers	Provide assistance to the customer on the request for sketch plan and technical description	Provided assistance to the customer on the request for sketch plan and technical description	daily
			✓		Daily Time Record	Submit Daily Time Record to Finance and Administrative Section	Submitted Daily Time Record to Finance and Administrative Section	1 day
B. MISCELLANEOUS ACTIVITIES (other activities related to the Division or Office outside of the targets)				TO # 1986-21	Ocular Inspection	Assist in the conduct of ocular inspection on Lot No. 66 as requested by Mr. Rennie Anthony D. Mantaring	Travel to Aplaya, Bongabong, Oriental Mindoro and assisted in the conduct of ocular inspection on Lot No. 66 as requested by Mr. Rennie Anthony D. Mantaring (May 25, 2021)	1 day including travel time
					Ocular Inspection	Assist in the conduct of ocular inspection and IEC at the Marine Zone	Travel to Manual, Mansalay, Oriental Mindoro and assisted in the conduct of ocular inspection and IEC at the Marine Zone (May 26-27, 2021)	2 days including travel time
C. OTHER FUNCTIONS AND DUTIES (other activities not related to the Division but of other designations, functions and concurrent capacities)								

Signature of the Employee:



Date Accomplished:

May 31, 2021

Verified by the Immediate Supervisor:



NANETTE B. CAPACIO
Land Management Officer III/Chief, RPS

Name: SIMPLICIO C. CALINGO					Section: Regulation and Permitting Sect			
Position: Cartographer I					Division: N/A			
MONTHLY ACCOMPLISHMENT MONITORING FORM for: June 2021								
	Type		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
A. TARGET-RELATED ACTIVITIES				✓	Public Land Survey	Assist in the conduct of Public Land Subdivision (PLS) Survey of Lot No. 1281-M to 1281-U, Csd-4B-000196-D as per approved Survey Order No. 2021-009	Travel to Barangay San Francisco, Bulalacao, Oriental Mindoro and assisted in the conduct of Public Land Subdivision (PLS) Survey of Lot No. 1281-M to 1281-U, Csd-4B-000196-D as per approved Survey Order No. 2021-009 (June 9-11, 2021)	3 days including travel time
				✓	Geo-tagged Photos	Assist in taking geo-tagged photos and necessary documents in support to the approval of survey plan	Assisted in taking geo-tagged photos and necessary documents in support to the approval of survey plan	as needed
				✓	Public Land Survey	Assist in the conduct of Public Land Subdivision (PLS) Survey of Lot No. 1281-M to 1281-U, Csd-4B-000196-D as per approved Survey Order No. 2021-009	Travel to Barangay San Francisco, Bulalacao, Oriental Mindoro and assisted in the conduct of Public Land Subdivision (PLS) Survey of Lot No. 1281-M to 1281-U, Csd-4B-000196-D as per approved Survey Order No. 2021-009 (June 15-18, 2021)	4 days including travel time
			✓		Form V-37	Type/Encode the technical description and sketch plan on residential free patent	Typed/Encoded the technical description and sketch plan on residential free patent	daily as needed
			✓		Assistance to Customers	Provide assistance to the customer on the request for sketch plan and technical description	Provided assistance to the customer on the request for sketch plan and technical description	daily
			✓		Daily Time Record	Submit Daily Time Record to Finance and Administrative Section	Submitted Daily Time Record to Finance and Administrative Section	1 day
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:

Date Accomplished:

June 30, 2021

Verified by the Immediate Supervisor:

NANETTE B. CAPACIO
Land Management Officer III/Chief, RPS