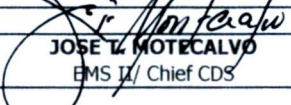





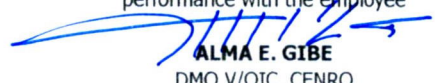
INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW FORM

I, KATHREEN C. DIAZ, Forester I of the DENR, CENRO Roxas, Or. Mindoro, Division of Forest Management Sector 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.

KATHREEN C. DIAZ
Ratee

Date:

Reviewed by:  JOSE L. MONTECARLO BMS II/ Chief CDS	Date:	Approved by:  ALMA E. GIBE DMO V/ OIC, CENRO	Date:				
Output	Success Indicators (targets+measures)	Actual Accomplishments	Rating				REMARKS
			Q1	E2	T3	A4	
GENERAL ADMINISTRATION AND SUPPORT SERVICES							
	1 SALN prepare and submit to Admin with 100% accuracy	1 SALN prepare and submit to Admin on February 15, 2021	3.000	5.000	4.500	4.167	
Preparation and submission of IPCR	One (1) IPCR (commitment) based on approved OPCR to be submitted to Admin Section on prescribed period	One (1) IPCR (commitment) based on approved OPCR to be submitted to Admin Section with 100% accuracy	3.000	5.000	4.000	4.000	
Actions on Documents/ Requests	100% of documents acted 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		5.000	5.000	5.000	
SUPPORT TO OPERATIONS							
Production and Dessimation of Technical and Popular Materials in the Conservation and Development of natural Reosurces including Environmental Education	Conducted One (1) environmental event specific for Youth Based on CY 2021 WFP and Prepared and Submitted Report to Admin 2 days after the conduct of the event	Conducted One (1) environmental event specific for Youth Based on CY 2021 WFP and Prepared and Submitted Report to Admin on March 09, 2021	3.000	5.000	4.500	4.167	
	Conducted two (2) Environmental Events/ Activities engagements organized based on CY 2021 and Prepared and Submitted Report to Admin 2 days after the conduct of the event	Conducted two (2) Environmental Events/ Activities engagements organized based on CY 2021 and Prepared and Submitted Report to on March 20, 2021 (World Water Day) and May 21, 2021 (Month of the Ocean)	3.000	5.000	5.000	4.33	
NATURAL RESOURCES CONSERVATION AND DEVELOPMENT PROGRAM							
	Conduct Assessment of Cave as embodied in RA 9072, Prepare and Submit Assessment Report to Chief, Conservation and Development Section						2nd sem target
Forest Development, Rehabilitation and Protection	Monitor and Supervise 48.0 hectares of E-NGP Plantations with atleast 85% survival						2nd sem target

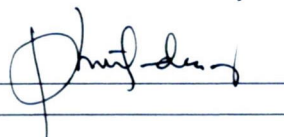
	Monitor and supervise the Maintenance and Protection of 48.0 hectares with atleast 85% sustainable						2nd sem target
Adaptive Capacities of Human Communities Band Natural Systems Improved (Environment and natural Resources Resiliency Program)							
Watershed Characterization and Vulnerability Assessment	Assist and Jointly undertake the activities in the conduct of Watershed Characterization with Vulnerability Assessment with report submitted to Chief, Conservation and Development Section by the end of September 2021						2nd sem target
Total Over all Rating			12.000	25.000	23.000	21.667	
Final Average Rating			3.000	5.000	4.600	4.333	
Adjectival Rating			VERY SATISFACTORY				
Comments and Recommendations for Development Purposes <i>Recommended for promotion. Has the initiative in learning new tech. work.</i>							
Discussed with	Date	Assessed by:	Date	Final Rating by:			Date
 KATHREEN C. DIAZ Employee	8/18/2021	I certify that I discussed my assessment of the performance with the employee  ARABELLE JOY T. AMAYORA Credit Officer I/n-charge, ADMIN	8/19/2021	I certify that I discussed my assessment of the performance with the employee  ALMA E. GIBE DMO V/OIC, CENRO			8/19/2021

IPCR - Legend 1 - Quantity 2 - Efficiency 3 - Timeliness

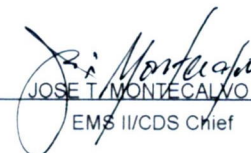
Name: KATHREEN C. DIAZ					Section: Plans and Support Section / Conservation and Development Section			
Position: Forester I					Division:			
MONTHLY ACCOMPLISHMENT MONITORING FORM for: January, 2021								
A. TARGET- RELATED ACTIVITIES	Type		Nature		Details of the Activity			
	PBB related	Other regular 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
B. MISCELLANEOUS ACTIVITIES (other activities related to the Division or Office outside of the targets)			√		For action letters and memoranda and other duties assigned by supervisor	Conservation and Development	Answered in a form of memorandum and letter	9 days
C. OTHER FUNCTIONS AND DUTIES (other activities not related to the Division but other designations, functions and concurrent capacities)								

Signature of the Employee: _____

Date Accomplished: _____



Verified by the Immediate Supervisor: _____

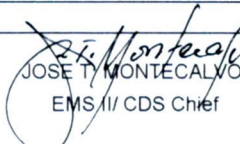


JOSE T. MONTECALVO
EMS II/CDS Chief

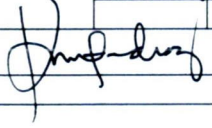
Name: KATHREEN C. DIAZ					Section: Plans and Support Section / Conservation and Development Section			
Position: Forester I					Division:			
MONTHLY ACCOMPLISHMENT MONITORING FORM for: February, 2021								
A. TARGET- RELATED ACTIVITIES	Type		Nature		Details of the Activity			
	PBB related	Other regular 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
	√			TO#0215	Coordination	Tayo Ang Kalikasan (TAK) Environment Ambassadors	Coordination with the member of Lions Club on the Lists of Students assigned to be TAK Environment Ambassadors in Bulalacao, Oriental Mindoro	1 day including travel time
	√			TO#0263	Field Work	Survey, Mapping and Planning	Conducted Survey, Mapping and Planning in Bulalacao, Oriental Mindoro for the proposed ENGP sites	3 days including travel time
	√			TO#0275	Data gathering	Integrated Watershed Management Planning	Secondary and Primary Data Gathering at Bongabong, Oriental Mindoro	3 days including travel time
	√			TO#0356	Data gathering	Watershed Characterization and Vulnerability Assessment	Secondary and Primary Data Gathering at Bulalacao, Oriental Mindoro	3 days including travel time
B. MISCELLANEOUS ACTIVITIES (other activities related to the Division or Office outside of the targets)			√		for action letters and memoranda and other duties assigned by supervisor	IEC, Conservation and Development	Answered in a form of memorandum and letter	11 days
C. OTHER FUNCTIONS AND DUTIES (other activities not related to the Division but other designations, functions and concurrent capacities)								

Signature if the Employee: 
Date Accomplished: _____

Verified by the Immediate Supervisor:


JOSE T. MONTECALVO
EMS II/ CDS Chief

Name: KATHREEN C. DIAZ					Section: Plans and Support Section / Conservation and Development Section			
Position: Forester I					Division:			
MONTHLY ACCOMPLISHMENT MONITORING FORM for: March, 2021								
A. TARGET - RELATED ACTIVITIES	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
	√			TO#704	Coordination and sending of letters	Integrated Watershed Mangement and Watershed Characterization and Vulnerability Assessment	Sending of letters to the concerned participants/stakeholders on the formulation of IWMP of Bongabong and Watershed Charavterization and Vulnerability Assessment of Cavillan Watershed Bulalacao	2 days including travel time
	√			TO#462	Field work	Survey, Mapping and Planning	Conducted SMP of proposed ENGP sites	3 days including travel time
	√			TO#721	Orientation and Consulatation meeting	IEC, Watershed Characterization and Vulnerability Assessment, Integrated Watershed Management Planning	Conducted orientation of the Tayo and Kalikasan Environment Ambassadors at Bating Elementary School , Conducted orientation/consultation with LGU on Cavillan Watershed Characterization and Vulnerability Assessment in Bulalacao, Conducted orientation with the LGU of Bongabong on Integrated Watershed Management Planning (IWMP)	3 days including travel time
	√			TO#1242	Resurveying	Tenurial Instrument	Resurveyed the existing tenurial instrument of Stanley CBFM Association	1 day including travel time
B. MISCELLANEOUS ACTIVITIES (other activities related to the Division or Office outside of the targets)			√		for action letters and memoranda and other duties assigned by supervisor	IEC, Conservation and Development	Answered in a form of memorandum and letter	10 days
C. OTHER FUNCTIONS AND DUTIES (other activities not related to the Division but other designations, functions and concurrent capacities)								

Signature if the Employee: 
Date Accomplished: _____

Verified by the Immediate Supervisor:


JOSE T. MONTECALVO
EMS II CDS Chief

Name: KATHREEN C. DIAZ					Section: Plans and Support Section / Conservation and Development Section			
Position: Forester I					Division:			
MONTHLY ACCOMPLISHMENT MONITORING FORM for: April, 2021								
A. TARGET- RELATED ACTIVITIES	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
	√			TO# 1294	Resurveying	Tenorial Instrument	Resurveyed the existing tenorial instrument of FORSIHAMA CBFM Association	3 days including travel time
	√			TO# 1368	Resurveying	Tenorial Instrument	Resurveyed the existing tenorial instrument of FORSIHAMA CBFM Association	4 days including travel time
	√			TO#1341	Resurveying	Tenorial Instrument	Resurveyed the existing tenorial instrument of BALATBAT CBFM Association	4 days including travel time
	√			TO#1417	Resurveying	Tenorial Instrument	Resurveyed the existing tenorial instrument of BALATBAT CBFM Association	4 days including travel time
B. MISCELLANEOUS ACTIVITIES (other activities related to the Division or Office outside of the targets)			√		for action letters and memoranda and other duties assigned by supervisor	IEC, Conservation and Development	Answered in a form of memorandum and letter	3 days
C. OTHER FUNCTIONS AND DUTIES (other activities not related to the Division but other designations, functions and concurrent capacities)								

Signature if the Employee: _____

Date Accomplished: _____

Verified by the Immediate Supervisor: _____

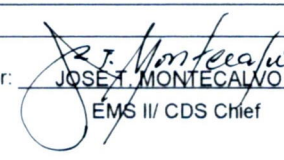
JOSE T. MONTECALVO
EMS III/ CDS Chief

Name: KATHREEN C. DIAZ Section: Plans and Support Section / Conservation and Development Section
 Position: Forester I Division:

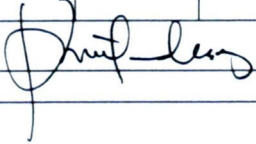
MONTHLY ACCOMPLISHMENT MONITORING FORM for: May, 2021

	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# 1817	Coastal Clean up and meeting	DENR Special Events, Committee Hearing	Conducted Coastal Clea up in Celebration of the Month of the Ocean 2021 at Brgy. B. Del Mundo, Mansalay Attended the committee hearing on the proposed environmental activities of LGU Bulalacao	1 day including travel time
	√			TO# 1940	Coordination and letter dissemination	Tenurial Instrument, Watershed	Coordination with the three (3) CBFM Holders on the exit meeting on the conducted resurveying	3 days including travel time
			√		for action letters and memoranda and other duties assigned by supervisor	IEC, Conservation and Development	Answered in a form of memorandum and letter	15 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 other designations, functions and concurrent capacities)					Dive logs	Advance Diving/Fun Diving	Accomplished 9 Dive logs	5 days including travel time

Signature if the Employee: 
 Date Accomplished: _____

Verified by the Immediate Supervisor: 
 JOSE T. MONTECALVO
 EMS II/ CDS Chief

Name: KATHREEN C. DIAZ					Section: Plans and Support Section / Conservation and Development Section			
Position: Forester I					Division:			
MONTHLY ACCOMPLISHMENT MONITORING FORM for: June, 2021								
A. TARGET-RELATED ACTIVITIES	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
	√			TO #2187	IEC, Consultation, Radio Program, Meeting	Environmental Laws, Cave Assessment	Meeting with concerned stakeholders re: Basyong Cave Assessment Conducted lecture/IEC on environmental laws Airing of radio program with topics on ECC and 10 Major Priority Programs	2 days including travel time
	√			TO #2586	Inspection and coordination	Certificate of Tree Plantation Ownership (CTPO) DENR Special Event	Inspected the area applied for CTPO in Bongabong Coordinated the upcoming Arbor Day 2021 in Budburan Mansalay	2 days including travel time
	√			TO #2493	Coordination, Tree planting activity	Enhanced National Greening Program (ENGP) DENR Special Event	Coordination with ENGP partners and monitoring of their accomplishments (11 sites in Milagrosa, Bulalacao)	3 days including travel time
B. MISCELLANEOUS ACTIVITIES (other activities related to the Division or Office outside of the targets)				TO #2187	Meeting	Presentation of MDRRMC Quarterly Activities	Attended with different agencies in Roxas, Oriental Mindoro	1 day including travel time
			√		for action letters and memoranda and other duties assigned by supervisor	IEC, Conservation and Development	Answered in a form of memorandum and letter	10 days
C. OTHER FUNCTIONS AND DUTIES (other activities not related to the Division but other designations, functions and concurrent capacities)				TO #2238	Dive logs	Advance Diving/Fun Diving	Accomplished 10 Dive logs	5 days including travel time

Signature of the Employee: 
Date Accomplished: _____

Verified by the Immediate Supervisor: 
JOSE T. MONTECALVO
EMS II/ CDS Chief