INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW FORM

I, LOVELY JOY M. DUNO, of the <u>CENRO-Roxas, Or. Mdo.</u>, Division of Monitoring and Enforcement Section commit to deliver and agree to be rated on the attainment of the following in accordance with the indicated measures for the period January to June 2021.

		Ratee:		LOV	PLA JOY M.	DUNO
Ø		Date:				
Reviewed by:	Date	Approved by: 111111 =	-			Date:
REYNALDO D PUDIQUET	Γ	ALMA E. GIBE				
Immediate Supervisor: Chief, Monitoring and I	Enforcement Section	Head of Office: OIC, CENRO				
U						
OUTPUT	Success Indicators	Actual Accomplishments		Rating		Remarks
OCIFCI	(Targets+Measures)	retuii recompnisiments	Q1	E2 T3	A4	Temarks
General Administration and Support Services						
	1. One (1) Statement of Assets and Liabilities and Networth (SALN) prepare and submit to Admin Officer within prescribe time with	One (1) Statement of Assets and Liabilities and Networth (SALN) prepared and submitted to Admin Officer within	2 000	5000 50		
Submission of Individual SALN		prescribe time with 100% accuracy	3.000	5.000 5.0	4.333	333
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 for the period of January to	3.000	5.000 3.0	3.667	
	100% of documents acted upon	100% of documents acted upon				
	Simple documents-7 working days upon receipt of office Complex	Simple documents-7 working days upon receipt of office		3.000 3.00	3.000	
	documents-15 working days upon receipt of office	Complex documents-15 working days upon receipt of office				
Operations: Natural Resources Enforcement and Regula						
		Ensured recording of 146.22 kilometers patrol route within				
	conservation area using Cybertracker , all observations made by the				1	Designated Recorder
Command to full approximationalization of Lawin Custom	spotter and action taken decided by the team leader upon consultation with the team with report submitted to Chief,	by the spotter and action taken decided by the team leader upon consultation with the team with last report submitted dated July	5.000	5.000 5.00	5.000	
		2021 to Chief, Monitoring and Enforcement Section with				
	with 100% accuracy.	100% accuracy.				
	With 10070 decuracy.	10070 4004440).	11.000	18.000 16.0	00 16,000	
Total Overall Rating				4.500 4.00		
Final Average Rating				RYSATISF		
Adjectival Rating Comments and Recommendations for Development Purpose	es As torest Langer she is recommon	ded for more trainings on law	re.C	enent.		
Discussed with Date	Assessed by:	Date Final Rating by:	CAPE	edient,	Date	
Discussed with Date	I certify that I discussed my assessment of the	Date That Nating by			Date	
. 0	performance with the employee				١,	1
lucion > lucion		ALMAE. GIBE	-		2/19	2021
LOVE MANOR 8 18 202	ARABELLE JOY/VI) TAMAY SA	8 19 2021 ALMA E. GIBE OIC, CENRO			٠, ١, ١	12021
Ports Ranger	In-charge, Admin. Unit					
Employee	М .					
IPCR - Legend 1 - Quantity 2 - Efficiency 3 - Timele	ess 4 - Average					

Name: LOVELY JOY M. DUNO						Section: Monitoring and Enforcement Section				
Position: Forest Ranger						Division:				
				M	ONTHLY ACCOMPLISH	IMENT MONITORING FORM for: January, 2021				
	Т	уре	Nature			Details of the A	ctivity			
A. TARGET- RELATED	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		
ACTIVITIES			V		PDS	Updating of the Personal Data Sheet (PDS)	Update the Personal Data Sheet (PDS and submit to Personnel Section	1 day		
			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		
			V		Clients	Entertain the clients	Answered clients queries	daily		
B. MISCELLANEOUS ACTIVITIES (other				TO # 2021- 162	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		
					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		
outside of the targets)	or Office					WORK FROM HOME (OFFICE DISINFECTION) January 20, 21 and 22, 2021				
activities related to the Division or Office						HOLIDAY (Janu	uary 1, 2021)	1 day		
						ON LEAVE (January 4,5,6,	7,8,11, 12 and 13, 2021)	8 days		
C. OTHER FUNCTIONS AND DUTIES (other activities not related to the Division but other designations, functions and										
concurrent capacities)										
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Signature of the Employee: _ Date Accomplished:

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Verified by the Immediate Supervisor: REYNALDO TO FUDIQUET Forester III Chief MES

Name: LOVELY JOY M. DUNO						Section: Monitoring and Enforcement Section			
Position: Forest Ranger						Division:			
				MON	THLY ACCOMPLISHME	ENT MONITORING FORM for: February , 2021			
	1	уре		Nature		Details of the	Activity		
	PBB related	Other regular targets based on WFP		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 # 2021-236	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	
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 # 2021-292	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	
					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 # 2021-355	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	
					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 # 2021-383	LAWIN	Conduct patrolling for LAWIN Forest and Biodiversity Protection within conservation area	Conducted and patrolled the conservation as per approved WFP CY 2021 target	2 days	
				10 # 2021-363	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		
			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	
						HOLIDAY (February 12 AND 25, 2021)		2 days	
C. OTHER FUNCTIONS AND D (other activities not related to the but other designations, functions concurrent capacities)	e Division and						11		
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Signature if the Employee: _ Date Accomplished:

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Verified by the Immediate Supervisor: REYNALDO PUDIQUET
Forester III/Onef MES

Name: LOVELY JOY M. DUNO						Section: Monitoring and Enforcement Section			
Position: Forest Ranger						Division:			
				MO	NTHLY ACCOMPLIS	SHMENT MONITORING FORM for: March, 2021			
	Т	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	
A. TARGET- RELATED	V			TO # 2021- 453	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	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	
				503	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	
				722	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	0 44,0	
				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	
				1249	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			WORK FROM HOME (OFFICE DISINFECTION) March 30 and 31, 2021		2 days	
C. OTHER FUNCTIONS AND D (other activities not related to the but other designations, functions concurrent capacities)	Division								
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Signature of the Employee:

Date Accomplished:

Verified by the Immediate Supervisor: REYNALD

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Forester II/Chief MES

)					Section: Monitoring and Enforcement Section	1				
					Division:					
				MONTHLY ACCOMPL	ISHMENT MONITORING FORM for: April, 2021					
T	Type Nature				Details of the Activity					
PBB related	Other regular targets based on WFP	Work		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			
V			_TO # 2021- 1421	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			
				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				
		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			
IES (other		V		Clients	Entertain the clients	Answered clients queries	daily			
activities related to the Division or Office outside of the targets)					HOLIDAY (A	3 days				
C. OTHER FUNCTIONS AND DUTIES				WORK FROM HOME PENRO SO 2021	-30 (April 5,6,7,8,12,13,14,15 and 16, 2021)	9 days				
the ns, pacities)										
	PBB related VIES (other on or outles) the ons,	PBB related PBB re	Type N Other regular targets based on WFP V IES (other on or OUTIES other ons,	Type Nature Other regular targets based on WFP Note: To # 2021-1421 Office Work (indicate TO #) TO # 2021-1421 OUTIES other on or	Type Nature Other regular targets based on WFP North WFP Nature Field Work (indicate and time the document received) To # 2021-1421 Monitoring Report Clients Other regular targets Work (indicate and time the document received) LAWIN To # 2021-1421 Monitoring Clients Outlies Outlies	Type Nature PBB related Office targets based on WFP North (indicate TO #) North (indicate and time the document received) Nort	Division: MONTHLY ACCOMPLISHMENT MONITORING FORM for: April, 2021 Details of the Activity			

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Verified by the Immediate Supervisor: REYNALDO PUDIQUET
Forester II/Chief MES

Name: LOVELY JOY M. DUNO						Section: Monitoring and Enforcement Section		
Position: Forest Ranger						Division:		
			,		MONTHLY ACCOMPL	SHMENT MONITORING FORM for: May, 2021		
	T	ype	٨	lature		Details of the Activity		
	PBB related	Other regular targets based on WFP	Office Work		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				TO # 2021- 1687 TO # 2021- 1802 TO # 2021- 1960	LAWIN	Conduct patrolling for LAWIN Forest and Biodiversity Protection within conservation area	Conducted and patrolled the conservation as per approved WFP CY 2021 target	
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	3 days
					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
					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
					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
					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	
				1993	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	everymonday
			V		Clients	Entertain the clients	Answered clients queries	daily
B. MISCELLANEOUS ACTIVITY activities related to the Division outside of the targets)	,					HOLIOAY ((May 13, 2021)	1 day
C. OTHER FUNCTIONS AND D (other activities not related to the but other designations, functions	e Division							· uuy
concurrent capacities)	, ,						A.A.	

Signature of the Employee: _____
Date Accomplished: _____

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

Name: LOVELY JOY M. DUNO Section: Monitoring and Enforcement Section Position: Forest Ranger Division: MONTHLY ACCOMPLISHMENT MONITORING FORM for: June, 2021 Type Nature Details of the Activity Other Field Type of Document/ regular **PBB** Office Work Activity (indicate date Action Taken (indicate the status of the Time Subject/ Activity/ Event targets and time the document related Work (indicate document/activity) Consumed based on TO #) received) WFP Conduct patrolling for LAWIN Forest and Biodiversity Conducted and patrolled the conservation as per LAWIN Protection within conservation area approved WFP CY 2021 target TO # 2021 3 days 2197 Conduct monitoring of incoming and outgoing forest Conducted monitoring of incoming and outgoing Monitoring A. TARGET- RELATED product and wildlife trade at port of Mansalav forest product and wildlife trade at port of Mansalay **ACTIVITIES** Conduct patrolling for LAWIN Forest and Biodiversity Conducted and patrolled the conservation as per LAWIN Protection within conservation area approved WFP CY 2021 target TO # 2021 3 days 2232 Conduct monitoring of incoming and outgoing forest Conducted monitoring of incoming and outgoing Monitoring product and wildlife trade at port of Mansalav forest product and wildlife trade at port of Mansalay Conduct patrolling for LAWIN Forest and Biodiversity Conducted and patrolled the conservation as per LAWIN Protection within conservation area approved WFP CY 2021 target TO # 202 3 days 2345 Conduct monitoring of incoming and outgoing forest Conducted monitoring of incoming and outgoing Monitoring product and wildlife trade at port of Mansalav forest product and wildlife trade at port of Mansalav Conduct patrolling for LAWIN Forest and Biodiversity Conducted and patrolled the conservation as per LAWIN Protection within conservation area approved WFP CY 2021 target TO # 2021 1 day 2648 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 Mansalay Draft a report regarding the activites conducted of the Prepare a Draft report regarding the activities Report everymonday last week activities conducted of thelast week activities Clients Entertain the clients Answered clients queries B. MISCELLANEOUS ACTIVITIES (other daily 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)

Signature of the Employee: Date Accomplished:

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Verified by the Immediate Supervisor: REYNALDOA: PUDIQUET

Forester I/Chief MES