

B. Individual Performance Commitment and Review Form

INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW FORM

I, **OLIVER A. NOBLE**, of the **CENRO-Roxas, Or. Mindoro**, Division of Monitoring and Enforcement Section commit to deliver and agree to be rated the attainment of the following targets in accordance with the indicated measures for the period **January to June 2021**.

Ratee:

OLIVER R. NOBLE

Date:

Reviewed by:	Date	Approved by:	Date:
REYNALDO PUDIQUET		ALMA E. GIBE	
Immediate Supervisor: Chief, Monitoring and Enforcement Section		Head of Office: OIC, CENRO	

OUTPUT	Success Indicators (Targets+Measures)	Actual Accomplishments					Remarks
			Q1	E2	T3	A4	
General Administration and Support Services							
Submission of Individual SALN	1. One (1) Statement of Assets and Liabilities and Networth (SALN) prepare and submit to Admin Officer within prescribe time with 100% accuracy	1. One (1) Statement of Assets and Liabilities and Networth (SALN) prepared and submitted to Admin Officer within prescribe time with 100% accuracy	3.000	5.000	5.000	4.333	
Submission of IPCR	1. One (1) IPCR (commitment) based on approved OPCR to be submitted to Admin Section on prescribed period	1. One (1) IPCR (commitment) based on approved OPCR to be submitted to Admin Section for the period of January to	3.000	5.000	3.000	3.667	
Actions on Documents/Requests	100% of documents acted upon	100% of documents acted upon					
	Simple documents-7 working days upon receipt of office Complex documents-15 working days upon receipt of office	Simple documents-7 working days upon receipt of office Complex documents-15 working days upon receipt of office		3.000	3.000	3.000	
Natural Resources Enforcement and Regulation Program							
Support to full operationalization of Lawin System	Assist the Team Leader in leading the conduct of patrolling of 120 kilometers within conservation areas and decide on action taken on the observed threats with report submitted to Chief, Monitoring and Enforcement Section every 18th day of the month with 100% accuracy.	Assist the Team Leader in leading the conduct of patrolling of 132.11 kilometers within conservation areas and decide on action taken on the observed threats with report submitted to Chief, Monitoring and Enforcement Section every 18th day of the month with 100% accuracy.	5.000	5.000	5.000	5.000	Designated Assistant Team Leader
Total Overall Rating			11.000	18.000	16.000	16.000	
Final Average Rating			3.667	4.500	4.000	4.000	
Adjectival Rating			VERY SATISFACTORY				
Comments and Recommendations for Development Purposes							
Discussed with	Date	Assessed by:	Date	Final Rating by:	Date		
OLIVER A. NOBLE Forest Ranger Employee	8/18/2021	I certify that I discussed my assesment of the performance with the employee ARABELLE JOY J. TAMAYOSA In-charge, Admin. Unit	8/19/2021	ALMA E. GIBE OIC, CENRO	8/19/2021		

IPCR - Legend 1 - Quantity 2 - Efficiency 3 - Timeless 4 - Average

Name: OLIVER A. NOBLE					Section: Monitoring and Enforcement Section		
Position: Forest Ranger					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)
			√		PDS	Updating of the Personal Data Sheet (PDS)	Update the Personal Data Sheet (PDS) and submit to Personnel Section
			√		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
				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
					Monitoring	Conduct monitoring of incoming and outgoing forest product and wildlife trade at Ranger Station and port of Dangay Roxas	Conduct monitoring of incoming and outgoing forest product and wildlife trade at Ranger Station and port of Dangay Roxas
				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
					Monitoring	Conduct monitoring of incoming and outgoing forest product and wildlife trade at Ranger Station and port of Dangay Roxas	Conduct monitoring of incoming and outgoing forest product and wildlife trade at Ranger Station and port of Dangay Roxas
B. MISCELLANEOUS ACTIVITIES (other activities related to the Division or Office outside of the targets)			√		Clients	Entertain the clients	Answered clients queries
			√		Report	Draft a report regarding the activities conducted of the last week activities	Prepare a Draft report regarding the activities conducted of the last week activities
					HOLIDAY		January 1, 2021
					ON LEAVE		January 11 and 15, 2021
C. OTHER FUNCTIONS AND DUTIES (other activities not related to the Division but other designations, functions and concurrent capacities)							

Signature of the Employee: F. A.
Date Accomplished: _____

Verified by the Immediate Supervisor: REYNALDO R. AUDIQUET
Forester II/Chief MES

Name: OLIVER A. NOBLE					Section: Monitoring and Enforcement Section			
Position: Forest Ranger					Division:			
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				TO # 2021-234	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 Ranger Station and port of Dangay Roxas	Conduct monitoring of incoming and outgoing forest product and wildlife trade at Ranger Station and port of Dangay Roxas	
				TO # 2021-308	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 Ranger Station and port of Dangay Roxas	Conduct monitoring of incoming and outgoing forest product and wildlife trade at Ranger Station and port of Dangay Roxas	
				TO # 2021-323	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 Ranger Station and port of Dangay Roxas	Conduct monitoring of incoming and outgoing forest product and wildlife trade at Ranger Station and port of Dangay Roxas	
B. MISCELLANEOUS ACTIVITIES (other activities related to the Division or Office outside of the targets)				TO # 2021-386	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 Ranger Station and port of Dangay Roxas	Conduct monitoring of incoming and outgoing forest product and wildlife trade at Ranger Station and port of Dangay Roxas	
					Clients	Entertain the clients	Answered clients queries	daily
C. OTHER FUNCTIONS AND DUTIES (other activities not related to the Division but other designations, functions and concurrent capacities)					Report	Draft a report regarding the activities conducted of the last week activities	Prepare a Draft report regarding the activities conducted of the last week activities	2 days
					HOLIDAY (February 12 AND 25, 2021)			2 days

Signature of the Employee: F. T.
Date Accomplished: _____

Verified by the Immediate Supervisor: **REYNALDO L. LUDIQUE**
Forester III/Chief MES

Name: OLIVER A. NOBLE					Section: Monitoring and Enforcement Section			
Position: Forest Ranger					Division:			
MONTHLY ACCOMPLISHMENT MONITORING FORM for: March , 2021								
	Type		Nature		Type of Document/Activity (indicate date and time the document received)	Details of the Activity	Action Taken (indicate the status of the document/activity)	Time Consumed
	PBB related	Other regular targets based on WFP	Office Work	Field Work (indicate TO #)		Subject/ Activity/ Event		
A. TARGET- RELATED ACTIVITIES				TO # 2021-456	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 Ranger Station and port of Dangay Roxas	Conduct monitoring of incoming and outgoing forest product and wildlife trade at Ranger Station and port of Dangay Roxas	
				TO # 2021-508	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 Ranger Station and port of Dangay Roxas	Conduct monitoring of incoming and outgoing forest product and wildlife trade at Ranger Station and port of Dangay Roxas	
				TO # 2021-737	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 Ranger Station and port of Dangay Roxas	Conduct monitoring of incoming and outgoing forest product and wildlife trade at Ranger Station and port of Dangay Roxas	
				TO # 2021-1261	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 Ranger Station and port of Dangay Roxas	Conduct monitoring of incoming and outgoing forest product and wildlife trade at Ranger Station and port of Dangay Roxas	
B. MISCELLANEOUS ACTIVITIES (other activities related to the Division or Office outside of the targets)			✓		Clients	Entertain the clients	Answered clients queries	daily
			✓		Report	Draft a report regarding the activities conducted of the last week activities	Prepare a Draft report regarding the activities conducted of the last week activities	1 day
					WORK FROM HOME (OFFICE DISINFECTION) March 30 and 31, 2021			2 days
C. OTHER FUNCTIONS AND DUTIES (other activities not related to the Division but other designations, functions and concurrent capacities)								

Signature of the Employee: F. T.
Date Accomplished: _____


Verified by the Immediate Supervisor: REYNALDO PUDQUET
Forester III/Chief MES

Name: OLIVER A. NOBLE					Section: Monitoring and Enforcement Section			
Position: Forest Ranger					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 # 2021-1402	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 Ranger Station and port of Dangay Roxas	Conduct monitoring of incoming and outgoing forest product and wildlife trade at Ranger Station and port of Dangay Roxas	
				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
					Monitoring	Conduct monitoring of incoming and outgoing forest product and wildlife trade at Ranger Station and port of Dangay Roxas	Conduct monitoring of incoming and outgoing forest product and wildlife trade at Ranger Station and port of Dangay Roxas	
B. MISCELLANEOUS ACTIVITIES (other activities related to the Division or Office outside of the targets)			√		Report	Draft a report regarding the activities conducted of the last week activities	Prepare a Draft report regarding the activities conducted of the last week activities	2 days
			√		Clients	Entertain the clients	Answered clients queries	daily
						HOLIDAY (April 1,2,9, 2021)		
C. OTHER FUNCTIONS AND DUTIES (other activities not related to the Division but other designations, functions and concurrent capacities)					WORK FROM HOME PENRO SO 2021-30 (April 5,6,7,8,12,13,14,15 and 16, 2021)			9 days

Signature of the Employee:
Date Accomplished:

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

Name: OLIVER A. NOBLE					Section: Monitoring and Enforcement Section			
Position: Forest Ranger					Division:			
MONTHLY ACCOMPLISHMENT MONITORING FORM for: May, 2021								
	Type		Nature		Type of Document/ Activity (indicate date and time the document received)	Details of the Activity Subject/ Activity/ Event	Action Taken (indicate the status of the document/activity)	Time Consumed
	PBB related	Other regular targets based on WFP	Office Work	Field Work (indicate TO #)				
A. TARGET- RELATED ACTIVITIES				TO # 2021- 1682	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 Ranger Station and port of Dangay Roxas	Conduct monitoring of incoming and outgoing forest product and wildlife trade at Ranger Station and port of Dangay Roxas	
				TO # 2021- 1809	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 Ranger Station and port of Dangay Roxas	Conduct monitoring of incoming and outgoing forest product and wildlife trade at Ranger Station and port of Dangay Roxas	
				TO # 2021- 1949	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 Ranger Station and port of Dangay Roxas	Conduct monitoring of incoming and outgoing forest product and wildlife trade at Ranger Station and port of Dangay Roxas	
				TO # 2021- 2081	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
					Monitoring	Conduct monitoring of incoming and outgoing forest product and wildlife trade at Ranger Station and port of Dangay Roxas	Conduct monitoring of incoming and outgoing forest product and wildlife trade at Ranger Station and port of Dangay Roxas	
B. MISCELLANEOUS ACTIVITIES (other activities related to the Division or Office outside of the targets)						HOLIDAY	May 13, 2021	1 day
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: **REYNALDO D. PUDIQUET**
Forester II/Chief MES

Name: OLIVER A. NOBLE	Section: Monitoring and Enforcement Section
Position: Forest Ranger	Division:

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				TO # 2021-2188	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 Ranger Station and port of Dangay Roxas	Conduct monitoring of incoming and outgoing forest product and wildlife trade at Ranger Station and port of Dangay Roxas	
					Delineation	Assist the Regional Office Survey Team for delineation of forest production and forest protection	Assist the Regional Office Survey Team for delineation of forest production and forest protection	
				TO # 2021-2242	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 Ranger Station and port of Dangay Roxas	Conduct monitoring of incoming and outgoing forest product and wildlife trade at Ranger Station and port of Dangay Roxas	
				TO # 2021-2338	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 Ranger Station and port of Dangay Roxas	Conduct monitoring of incoming and outgoing forest product and wildlife trade at Ranger Station and port of Dangay Roxas	
				TO # 2021-2676	Assessment of Cavillian Watershed	Assist in the conduct of Flora and Fauna assessment in preparation of Characterization of Watershed and Vulnerability Assessment	Assisted in the conduct of Flora and Fauna assessment in preparation of Characterization of Watershed and Vulnerability Assessment	1 day
B. MISCELLANEOUS ACTIVITIES (other activities related to the Division or Office outside of the targets)			✓		Report	Draft a report regarding the activities conducted of the last week activities	Prepare a Draft report regarding the activities conducted of the last week activities	1 day
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: **REYNALDO D. PUDIQUET**
Forester III/Chief MES