

I, **MARCING U. TUGAS**, of the **CENRO-ROXAS** of **Soil Conservation and Watershed Management** commit to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period **January to June, 2021**.

Ratee:
Date:

MARCING U. TUGAS

Reviewed by: JOSE T. MOYECALVO	Date:	Approved by: ALMA E. GIBE	Date:
Immediate Supervisor/ EgoMST/Chief, CDS		Head of Office OIC-CENRO	

OUTPUT	Success Indicators (Targets+Measures)	Actual Accomplishments	Rating				
			Q1	E2	T3	A4	
GENERAL ADMINISTRATION AND SUPPORT SERVICES							
	One (1) SALN prepared and submitted to Admin based on Section 8 of RA 6713 on February 20, 2021	One (1) SALN prepared and submitted to Admin based on Section 8 of RA 6713 on February 15, 2021	3.000	5.000	5.000	4.333	
	One (1) IPCR (commitment) based on approved SPMS guidelines to be submitted to Admin Section on prescribed period	One (1) IPCR (commitment) based on approved SPMS guidelines to be submitted to Admin Section on prescribed period	3.000	5.000	5.000	4.333	
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		4.500	3.000	3.750	
NATURAL RESOURCES CONSERVATION AND DEVELOPMENT PROGRAM							
	Conduct and prepared report on the conduct of Cave Assessment and submitted to Chief, Conservation and Development Sections						2nd sem target
	48.0 has planted Inspected and validated within 30 days upon receipt of the request for inspection						2nd sem target
	48.0has maintained and protected inspected and validated within 30 days upon receipt of the request for inspection						2nd sem target
ADAPTIVE CAPACITIES OF HUMAN COMMUNITIES AND NATURAL SYSTEMS IMPROVED (Environment and Natural Resources Resiliency Program)							
Watershed Characterization	Conduct and prepare documentation on the conduct of Watershed Characterization with Vulnerability Assesment with report submitted to Chief, Conservation and Developmnt Section by the end of September 2021						2nd sem target
Total Overall Rating			6.000	14.500	13.000	12.417	
Final Average Rating			3.000	4.833	4.333	4.139	
Adjectival Rating			VERY SATISFACTORY				

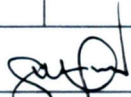
Comments and Recommendations for Development Purposes

Recommended for training in Technical Writing.

Discussed with: MARCING U. TUGAS FORESTER I Employee	Date: 8/18/2021	Assessed by: ARABELLE JOY M. MAYOSA Credit Officer / In-Charge, Admin Supervisor	Date: 8/19/2021	Final Rating by: ALMA E. GIBE OIC-CENRO Head of Office	Date: 8/19/2021
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IPCR - Legend 1 - Quantity 2 - Efficiency 3 - Timeliness 4 - Average

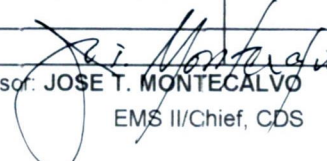
Name: MARCING U. TUGAS					Section: Conservation and Development Section/ Enforcement and M			
Position: Forester I					Division: Forest Management Division			
MONTHLY ACCOMPLISHMENT MONITORING FORM for: January, 2021								
A. TARGET- RELATED ACTIVITIES	Type		Nature		Details of the Activity			
	PBB 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)			✓		MEMORANDUM	Reports on Watershed Unit	Consolidated reports that was reported for the whole year 2020 for the Watershed Unit	Every Monday
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: August 06, 2021


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

Name: MARCING U. TUGAS					Section: Conservation and Development Section			
Position: Forester I					Division: Forest Management 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	√			Travel Order #2021-246	Soil Conservation and Watershed Instrumentation	Monitoring Activity of Water Users and Water Resources	Monitor and supervise the conduct of inventory of the water users and water sources with in the administrative jurisdiction of CENRO Roxas	3 days including travel time
	√			Travel Order #2021-264	Soil Conservation and Watershed Instrumentation	Coordination on Watershed Characterization and Vulnerability Assessment	Coordination with the LGUS of Bongabong and Bulalacao for the Characterization of Cavilian Watershed and Bongabong Watershed	3 days including travel time
	√			Travel Order #2021-267	Soil Conservation and Watershed Instrumentation	Coordination on Watershed Characterization and Vulnerability Assessment	Coordination with the LGUS of Bongabong and Bulalacao for the Characterization of Cavilian Watershed and Bongabong Watershed	3 days including travel time
	√			Travel Order #2021-381	Soil Conservation and Watershed Instrumentation	Monitoring Activity of Water Users and Water Resources	Monitor and supervise the conduct of inventory of the water users and water sources with in the administrative jurisdiction of CENRO Roxas	3 days including travel time
B. MISCELLANEOUS ACTIVITIES (other activities related to the Division or Office outside of the targets)			√		MEMORANDUM	Reports on Watershed Unit	Consolidation of reports	Every Monday
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: August 06, 2021


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

Name: MARCING U. TUGAS					Section: Conservation and Development Section			
Position: Forester I					Division: Forest Management 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
	✓			Travel Order #2021-050	Forest Development Section	Survey and Mapping	Conduct delineation on the potential forest production and protection within the administrative jurisdiction of Occidental Mindoro	1 month including travel time
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)								

Signature of the Employee: 
Date Accomplished: August 06 2021

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


Name: MARCING U. TUGAS					Section: Conservation and Development Section			
Position: Forester I					Division: Forest Management 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
	√			Travel Order #2021-1287	STO-FMS	(RESURVEYING)	Conduct re-surveying of the boundaries of three (3) Community Based Forest Management Agreement (CBFMA)- Stanley, FORSIHAMA, BALATBAT	4 days including travel time
	√			Travel Order #2021-1377	Soil Conservation and Watershed Management	Data Gathering on the Watershed Characterization	Assist the conduct of the Characterization and Vulnerability Assessment of Cavilian Watershed at Bulalacao, Or. Mdo	3 days including travel time
	√			Travel Order #2021-1350	STO-FMS	(RESURVEYING)	Conduct re-surveying of the boundaries of three (3) Community Based Forest Management Agreement (CBFMA)- Stanley, FORSIHAMA, BALATBAT	4 days including travel time
	√			Travel Order #2021-1410	STO-FMS	(RESURVEYING)	Conduct re-surveying of the boundaries of three (3) Community Based Forest Management Agreement (CBFMA)- Stanley, FORSIHAMA, BALATBAT	4 days including travel time
B. MISCELLANEOUS ACTIVITIES (other activities related to the Division or Office outside of the targets)					MEMORANDUM	Reports on Watershed Unit	Consolidation of reports	Every Monday
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: August 06, 2021

Verified by the Immediate Supervisor: JOSE T. MONTECALVO

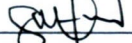
EMS II/Chief, CDS

Name: MARCING U. TUGAS					Section: Conservation and Development Section			
Position: Forester I					Division: Forest Management Division			
MONTHLY ACCOMPLISHMENT MONITORING FORM for: May, 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
	√			Travel Order #2021-1640	STO-FMS	(RESURVEYING) Exit Meeting/Conference	Conduct exit meeting on the re-surveying of the boundaries of three (3) Community Based Forest Management Agreement (CBFMA)-Stanley, FORSIHAMA, BALATBAT	3 days including travel time
	√			Travel Order #2021-123	Soil Conservation and Watershed Management	Data Gathering on the Watershed Characterization	Assist the conduct of the Characterization and Vulnerability Assessment of Cavilian Watershed at Bulalacao, Ori. Mdo	3 days including travel time
	√			Travel Order #2021-205	Forest Development Section	Survey and Mapping	Conduct delineation on the potential forest production and protection within the administrative jurisdiction of Oriental Mindoro	1 week including travel time
B. MISCELLANEOUS ACTIVITIES (other activities related to the Division or Office outside of the targets)					MEMORANDUM	Reports on Watershed Unit	Consolidation of reports	Every Monday
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: August 06, 2021

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

Name: MARCING U. TUGAS					Section: Conservation and Development Section			
Position: Forester I					Division: Forest Management 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
	√			Travel Order #2021-113	Forest Development Section	Survey and Mapping	Conduct delineation on the potential forest production and protection within the administrative jurisdiction of Oriental Mindoro	3 weeks including travel time
	√			Travel Order #2021-2489	Soil Conservation and Watershed Management	Coordination on Watershed Characterization and Vulnerability Assessment	Conduct coordination for the conduct of swot analysis and stakeholders workshop on the Characterization and Vulnerability Assessment of Cavilian Watershed at Bulalacao, Ori. Mdo	3 days including travel time
	√			Travel Order #2021-2653	Soil Conservation and Watershed Instrumentation	Monitoring Activity of Water Users and Water Resources	Monitor and supervise the conduct of inventory of the water users and water sources within the administrative jurisdiction of CENRO Roxas	3 days including travel time
B. MISCELLANEOUS ACTIVITIES (other activities related to the Division or Office outside of the targets)					MEMORANDUM	Reports on Watershed Unit	Consolidation of reports	Every Monday
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