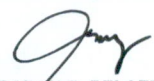
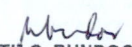



INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW (IPCR)

I, Corazon R. Pelaez, of the Conservation and Development Section - Biodiversity Conservation Unit, DENR-PENRO Boac, Marinduque, 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, 2021 to December 2021.


CORAZON R. PELAEZ
 Forest Technician I
 (Ratee)
 Date: April 20, 2021

Reviewed by	Date	Approved by	Date		
 ALETH C. BUNDO Chief, Conservation and Development Section	April 20, 2021	 CYNTHIA V. LOZANO Chief, Technical Services Division	April 20, 2021		
Output	Performance Indicator (Target + Measure)	Actual Accomplishments	Rating Q ¹ E ² T ³ A ⁴	REMARKS	
GENERAL ADMINISTRATION AND SUPPORT					
Actions on Documents/Requests	100% of documents acted upon - simple docs. - 7 working days upon receipt by the office - complex docs. - 15 work/days upon receipt by the office				Scope of coverage: 100% of the received documents MOVs: Based on Document Tracking System, Logbook, Based on WFP as simple or complex Dimensions to measure: Quality and Timeliness
Attendance to Meetings/workshops/ Conferences	100% of meetings/workshops/conferences with reports submitted - local (inter-agency) - 7 days after attendance				
Bids and Awards Committee (BAC)	No. of Minutes and Resolutions approved by the HOPE by the end of December 2021				
OO1. NATURAL RESOURCES SUSTAINABLY MANAGED					
FOREST MANAGEMENT					
Draft of Community Resource Management Framework (CRMF) including map and 5-year workplan	1 CRMF with 5-year workplan and generated map with CSVV Marinduque approved and endorsed to USEC Field Ops for affirmation by the end of December 2021				Scope of coverage: ENR Plans MOVs: 1 CRMF & 5 Year Workplan with CSW prepared and submitted to RO
NATURAL RESOURCES CONSERVATION AND DEVELOPMENT PROGRAM					
PROTECTED AREAS, CAVES AND WETLANDS DEVELOPMENT AND MANAGEMENT SUB-PROGRAM					
Management of Caves and Cave Resources					
1. Cave Assessment and Classification	- 1 cave assessment report (detailed) with recommended classification, with map (outside PA) including socio-economic assessment				Scope of Coverage: PAs and non-Pas MOV: Cave assessment report prepared and submitted to RO Dimensions to measure: Quality, Quantity and Timeliness
2. Monitoring and Evaluation of Priority Caves	4 Quarterly Monitoring and Evaluation of Bagumbungan Cave located at Brgy. San Isidro, Municipality of Santa Cruz, endorsed to Regional Office				Scope of Coverage: Cave management MOV: 4 quarterly monitoring report submitted to RO Dimensions to measure: Quality, Quantity and Timeliness
3.a. Capacity Building	1 Capacity Building conducted with report endorsed to Regional Office				Scope of Coverage: Training MOV: Training report prepared and submitted to RO Dimensions to measure: Quality, Quantity and Timeliness

Output	Performance Indicator (Target + Measure)	Actual Accomplishments	Rating				REMARKS
			Q ¹	E ²	T ³	A ⁴	
3.b. IEC in areas with identified caves (classified and for classification)	2 reports on the IEC conducted in areas where caves are identified						Scope of Coverage: CEPA MOV: 2 IEC reports prepared and submitted to RO Dimensions to measure: Quality, Quantity and Timeliness
Conservation of Inland Wetlands							
1. Inland Wetlands Inventory	1 List of inland wetlands inventoried and mapped						Scope of Coverage: Biodiversity Conservation MOV: 1 report on the list of Inland Wetlands inventoried and mapped, prepared and submitted to RO Dimensions to measure: Quality, Quantity and Timeliness
Average Rating:							
Category		Output	Rating				
Final Average Rating							
Comments and Recommendations for Development Purposes							
Discussed with	Date	Assessed by	Date	Final Ranking by		Date	
		I certify that I discussed my assessment of the performance with the employee.					
<u>CORAZON R. PELAEZ</u> Forest Technician I		<u>CYNTHIA U. LOZANO</u> Chief, Technical Services Division		<u>IMELDA M. DIAZ</u> OIC - PENR Officer			

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