

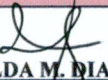
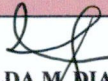
# **INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW (IPCR)**

I, Maria Elena M. Parañaque, Forester I, 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 to December 2021**.

**MARIA ELENA M. PARAÑAQUE**

Ratee

Date: April 13, 2021

Reviewed by	Date	Approved by	Date				
 <b>IMELDA M. DIAZ</b> OIC- PENR Officer	April 13, 2021	 <b>IMELDA M. DIAZ</b> OIC- PENR Officer	April 13, 2021				
Outputs	Performance Indicators (Targets + Measures)	Actual Accomplishments	Rating				Remarks
			Q <sup>1</sup>	E <sup>2</sup>	T <sup>3</sup>	A <sup>4</sup>	
<b>GENERAL ADMINISTRATION AND SUPPORT</b>							
Implementation of Good Governance Condition	SALN submitted to the Personnel Unit/Admin. Section based on Sec. 8 of RA 6731 by Feb. 28, 2021.						<b>Scope of Coverage:</b> 2020 SALN. <b>MOVs:</b> Copy of SALN <b>Dimensions to Measure:</b> Quality & Timeliness
	IPCR commitment for CY 2021 based on approved SPMS Guidelines submitted to the Admin. Section by end of April 2021.						<b>Scope of Coverage:</b> CY 2021 <b>MOVs:</b> Copy of IPCR <b>Dimensions to Measure:</b> Quality & Timeliness
<b>SUPPORT TO OPERATIONS</b>							
<b>NATURAL RESOURCES CONSERVATION &amp; DEVELOPMENT PROGRAM</b>							
<b>1. Forest Development, Rehabilitation and Protection</b>							
Implementation of Enhanced National Greening Program							
<b>1. MAINTENANCE AND PROTECTION OF ESTABLISHED PLANTATIONS</b>							
1.a. Maintenance and Protection of Established Plantations	Two (2) MOA/contracts with the supporting documents prepared by first quarter; Mid Year and Annual Report prepared regarding status of NGP Projects by end of July & December 2021, respectively.						<b>Target Areas:</b> 12 hectares Bamboo & 60 hectares Nipa Project <b>Scope of Coverage:</b> CY2020 established plantations <b>MOVs:</b> MOA, WFP, maps, geotagged photos, inspection request of partner/stakeholders, TIC inspection reports, disbursement vouchers and statement billings. Copy of midyear and annual reports. <b>Dimensions:</b> Quantity, Quality & Timeliness.
- 2nd Year-2020 Plantation Establishment	Accomplishment reports prepared using the prescribed template from the NGP Regional Office on monthly basis. CY 2020 - 12 hectares Bamboo Project/ 60 hectares Nipa Project						<b>Target Areas:</b> CY 2020- 12 hectares Bamboo & 60 hectares Nipa Project ( <b>Q1 to Q4</b> ) <b>Scope of Coverage:</b> CY 2020 established plantations <b>MOVs:</b> Template #1 and #3 and memo to Region. <b>Dimensions:</b> Quantity, Quality & Timeliness.

- 1st Year - 2021 Plantation Establishment	Accomplishment reports prepared using the prescribed template from the NGP Regional Office every 25th day of the month. CY 2021 - 10 hectares Bamboo/ 70 hectares Agroforestry Plantation						<b>Target Areas:</b> CY 2021- 10 hectares Bamboo & 70 hectares Agroforestry Proj. (Q4) <b>Scope of Coverage:</b> CY 2021 established plantations <b>MOVs:</b> Template #1 and #3 and memo to Region. <b>Dimensions:</b> Quantity, Quality & Timeliness.
1.b. Monthly Geotagging of NGP Projects	Geo-tagged photos submitted and compiled every week by the fieldmen for 2020 and 2021 NGP Plantations monitored/checked on monthly basis.						<b>Target Areas:</b> CY 2020- 12 hectares Bamboo & 60 hectares Nipa Project CY 2021- 10 hectares Bamboo & 70 hectares Agroforestry Project <b>Scope of Coverage:</b> CY 2020 & 2021 NGP Areas <b>MOVs:</b> shall be compiled in the NGP desktop on monthly basis per project per area per site coordinators/feo's. <b>Dimensions:</b> Quantity, Quality & Timeliness.
<b>2. COMPREHENSIVE SITE DEVELOPMENT</b>							
2.a. Establishment of e-NGP Areas	Two (2) MOAs/contracts with supporting documents and work and financial plan prepared for the partner/stakeholder within 5 days after awarding with 100% accuracy. SMP activities completed by first quarter and report by second quarter.						<b>Target Areas:</b> 10 hectares Bamboo & 70 hectares Agroforestry Project <b>Scope of Coverage:</b> CY2021 established plantations <b>MOVs:</b> MOA, WFP, maps, geotagged photos, inspection request of partner/stakeholders, TIC inspection reports, disbursement vouchers and statement billings. <b>Dimensions:</b> Quantity, Quality & Timeliness.
- Planting Stock/Seedling Production	Planting stock/seedling production supervised and monitored from quarter 1 to quarter 2. - 2,040 Bamboo - 22,125 Indigenous Forest Trees - 17,500 Other Fruit Trees						<b>Target Areas:</b> CY 2021- 10 hectares Bamboo & 70 hectares Agroforestry Project <b>Scope of Coverage:</b> CY 2021 established plantations <b>MOVs:</b> Template #2 and memo to Region. <b>Dimensions:</b> Quantity, Quality and Timeliness.
	Accomplishment reports prepared using the prescribed template from the NGP Regional Office every Wednesday for weekly reporting and every 25th day of the month for monthly reporting..						
- Plantation Establishment	Establishment of 10 hectares Bamboo Plantation & 70 hectares Agroforestry Plantation for CY 2021 monitored by quarter 3.						<b>Target Areas:</b> CY 2021- 10 hectares Bamboo & 70 hectares Agroforestry Project <b>Scope of Coverage:</b> CY 2021 established plantations <b>MOVs:</b> Template #2 and memo to Region. <b>Dimensions:</b> Quantity, Quality & Timeliness.

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2.b. Monitoring of Enhancement Planting	Eligible areas for 160 hectares for the implementation of EP Project for CY 2021 submitted by quarter 2. Implementation of the 160 hectares EP Plantation Project monitored and supervised from quarter 3 to quarter 4.						<b>Target Areas:</b> CY 2011 to 2019 NGP areas <b>Scope of Coverage:</b> CY 2011 to 2019 established plantations <b>MOVs:</b> Maps, inventory of cutting replacement and memo to Region. <b>Dimensions:</b> Quantity, Quality & Timeliness.
<b>3. OTHER NGP RELATED WORKS</b>							
3.a. Monitoring of NGP Related Activities	Other related activities regularly conducted and monitored. Tree Planting IEC/Orientation/Meetings						<b>Scope of Coverage:</b> 100% related NGP activities such as tree planting and IEC. <b>MOVs:</b> Letter of request <b>Dimensions to Measure:</b> Timeliness
<b>4. OTHER RELATED WORKS</b>							
4.a. Technical Documents	Technical documents submitted in the Office of the PENRO reviewed and ensured the completeness and consistencies of information. -CDS - RES -MES						<b>Scope of Coverage:</b> 100% Technical documents referred for review. <b>MOVs:</b> Based on the technical documents tracking system <b>Dimensions to Measure:</b> Quality and Timeliness
4.b. Actions on Documents/Requests	100% documents acted upon with minor revision -7 working days upon receipt of office for simple documents and 15 working days upon receipt of office for complex documents.						<b>Scope of Coverage:</b> 100% Technical documents referred for review. <b>MOVs:</b> Based on the technical documents tracking system <b>Dimensions to Measure:</b> Quality and Timeliness
Final Average Rating							
Comments and Recommendations for Development Purposes							
Discussed with	Date	Assessed by	Date	Final Rating by		Date	
MARIA ELENA M. PARAÑAQUE Forester I		I certify that I discussed my assessment of the performance with the employee.  IMELDA M. DIAZ OIC- PENRO Officer		IMELDA M. DIAZ OIC-PENR Officer			

Legend : 1 - Quantity

2 - Efficiency

3 - Timeliness

4 - Average

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