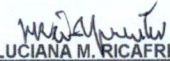
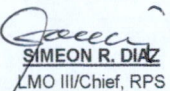
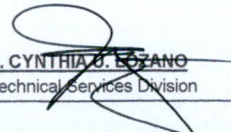
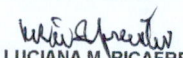


INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW (IPCR)

I, LUCIANA M. RICAFFRENTE, Special Land Investigator-1 of 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.


LUCIANA M. RICAFFRENTE
 Special Land Investigator-I
 (Ratee)
 Date: April 13, 2021

Reviewed by	Date	Approved by	Date	
 SIMEON R. DIAZ LMO III/Chief, RPS	April 13, 2021	 ENGR. CYNTHIA B. LOZANO Chief, Technical Services Division	April 13, 2021	
Output	Performance Indicators (Targets + Measures)	Actual Accomplishments	Rating	Remarks
			Q ¹ E ² T ³ A ⁴	
GENERAL ADMINISTRATION AND SUPPORT				
1	100% SALN submitted to PENRO Personnel Unit based on Section 8 of RA 6731 on February 28, 2021			Scope of Coverage: 2020 SALN MOVs: CSC Memorandum 40-1998 Dimensions to Measure: Quality & Timeliness
	100% IPCR Commitment based on the approved DPCR submitted to PENRO Personnel Unit by end of April 2021			Scope of Coverage: CY 2021 MOVs: receiving copy of IPCR Dimensions to Measure: Quality & Timeliness
	PARCOM meeting attended and report submitted once a month within one (1) day with 97% accuracy.			Scope of Coverage: CY 2021 MOVs: Attendance signed Dimensions to Measure: Quality & Timeliness
Attendance to Meetings/workshops/Conferences	100% meetings/workshops/conferences with reports submitted 7 working days after attendance in local (inter-agency).			Scope of Coverage: 100% of the received documents MOVs: Based on Document Tracking System, Logbook, Based on WFP as simple or complex
SUPPORT TO OPERATIONS				
LAND MANAGEMENT SERVICES				
1. RESIDENTIAL (R.A. 10023)	Patent Issued (no./has.) = 156 Patents			
	1. Twenty (20) Residential Free Patent Applications accepted within one (1) hour per application with 95% accuracy.			Scope of Coverage: Residential Free Patent Application MOVs: Applications accepted and verified Dimensions to Measure: Quantity, Quality & Timeliness
	2. Twenty (20) Residential Free Patent Applications filed-up and submitted to Records within one (1) hour per application with 97% accuracy.			Scope of Coverage: Residential Free Patent Application MOVs: Journal of Investigation Dimensions to Measure: Quantity, Quality & Timeliness
2. AGRICULTURAL (C.A. 141)	Patent Issued (no./has.) = 36 Patents			
	1. Five (5) Agricultural Free Patent Applications accepted within one (1) hour per application with 95% accuracy.			Scope of Coverage: Agricultural Free Patent Application MOVs: Applications Accepted & verified Dimensions to Measure: Quality & Timeliness
	2. Five (5) Agricultural Free Patent Applications filed-up and accepted within one (1) hour per application with 97% accuracy.			Scope of Coverage: Residential Free Patent Application MOVs: Applications Accepted Dimensions to Measure: Quality & Timeliness

Output	Performance Indicators (Targets + Measures)	Actual Accomplishments	Rating				Remarks
			Q ¹	E ²	T ³	A ⁴	
RESOLUTION OF LAND DISPUTE/CASES	Conduct of ADR Proceedings = 2 Cases						
	1. Two (2) investigations and ocular inspections of land subject of claims and conflicts within three (3) months per case with 95% accuracy.						Scope of Coverage: Residential Free Patent Application MOVs: Investigation Reports and Memorandum to Region Submitted.
	2. Two (2) invitation letters for the concern parties to undertake ADR Proceedings within 45 minutes with 95% accuracy.						Scope of Coverage: Residential Free Patent Application MOVs: Leter send thru Registered mail with return card. Dimensions to Measure: Quantity, Quality & Timeliness
	3. Two (2) Amicable Settlement for the parties who amicably settled/or investigation report with categorical recommendation for those cases proved futile prepared within three hours with 96% accuracy.						Scope of Coverage: Residential Free Patent Application MOVs: Amicable Settlements signed by parties concerned. Dimensions to Measure: Quantity, Quality & Timeliness
D. OTHER ACTIVITIES	Appraisal of Foreshore Leases = 2 FLAs						
	1. Two (2) inspection s conducted and appraisal report of land subject of Foreshore Lease Applications prepared within one (1) day with 95% accuracy.						Scope of Coverage: Foreshore Lease Application MOVs: Appraisal Report and Investiation Report Dimensions to Measure: Quantity, Quality & Timeliness
	2. Two (2) Appraial Report of land subject of Foreshore Lease Applications prepared with complete CSVW within thee (3) hours with 95% accuracy.						Scope of Coverage: Foreshore Lease Application MOVs: Appaisal Report and Memorandum to Regional Office. Dimensions to Measure: Quantity, Quality & Timeliness
Final Average Rating:							
Comments and Recommendations for Development Purposes							
Discussed with	Date	Assessed by	Date	Final Rating		Date	
 LUCIANA M. RICAFRENT Special Land Investigator-1		I certify that I discussed my assessment of the performance with the employee.					
		ENGR. CYNTHIA U. LOZANO Chief, Technical Services Division					
				IMELDA M. DIAZ OIC-PENR Officer			

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

Note:
*** Qualifying Indicators
** Ranking Indicators
* Other Indicators (Tie Breaker)