
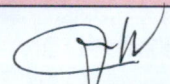
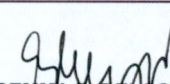


INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW (IPCR)

I, Mark Ryan S. Lozada, of the Planning Section - ICT 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 to December 2021.


MARK RYAN S. LOZADA
Information Systems Analyst II
(Ratee)
Date: April 13, 2021

| Reviewed by | Date | Approved by | Date | | | | |
|--|---|---|----------------|----------------|----------------|----------------|--|
|  JHONNA LIZA S. MEDENILLA Planning Officer II/ In-Charge, Planning Section | April 13, 2021 |  GEMMA P. DELOS REYES Officer-In-Charge, Management 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 | | | | | | | |
| Implementation of Good Governance Condition | 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 |
| Actions on Documents/Requests | 100% documents acted upon with partial minor revision need 7 working days for simple documents and 15 working days for complex documents upon receipt | | | | | | Scope of Coverage: 100% of the received documents MOVs: Based on Document Tracking System, Logbook, Based on WFP as simple or complex documents Dimensions to Measure: Quality & Timeliness |
| SUPPORT TO OPERATIONS | | | | | | | |
| Data Management including Systems Development and Maintenance | 100% Maintained functional Information Systems with reports submitted to RO 5 days after end of each quarter * Information System developed by Regional Office 1. Document Tracking System * Information System developed by Central Office 1. eNGAS 2. eBudget * Information System developed by FMB 1. Enhanced Forestry Information System (eFIS) 2. LAWIN | | | | | | Scope of Coverage: Information Systems developed by Region MOVs: Quarterly reports submitted to RO Dimensions to Measure: Quality & Timeliness |
| | 100% Maintained functional Databases with reports submitted to RO 10 days after end of each quarter | | | | | | Scope of Coverage: Database developed indicating the functionality MOVs: Quarterly reports submitted to RO Dimensions to Measure: Quality & Timeliness |
| | 1 Network Infrastructure maintained with 85% uptime with report submitted every 5th day of the following month | | | | | | Scope of Coverage: Regional Office to PENRO MOVs: submitted report generated by RO Dimensions to Measure: Quality & Timeliness |

| Output | Performance Indicators (Targets + Measures) | Actual Accomplishments | Rating | | | | Remarks |
|---|--|------------------------|----------------|----------------|----------------|----------------|--|
| | | | Q ¹ | E ² | T ³ | A ⁴ | |
| Data Management including Systems Development and Maintenance | 100% of all e-FIS additional data and information including GIS maps, agreements, area development of all existing tenure uploaded by end of December 2021 | | | | | | All newly approved tenured instruments shall also be encoded in eFIS. This includes all graduated NGP sites issued with management arrangements. Profile of all existing tenure shall be encoded completely by 2020. For FY 2021, all eFIS additional data and information including GIS maps, agreements, area development shall be completed. Scope of Coverage: Existing tenure, CTOs MOVs: MDE Forms (CENRO) 1 tenure - 1 record (PENRO and Region) each tenure shall complete profiling, uploaded GIS maps, agreements and area development in eFIS Dimensions to Measure: Quality & Timeliness |
| | 100% of requested IT-related Technical Assistance acted upon with 80% satisfactory ratings within 3 working days | | | | | | Forms from KISS-NIMD to be "cascaded" to R.O. Scope of Coverage: DENR Co- whole year; pull out not included; April to Dec. 2021 after the ICT workshop on 16-18 March 2021 MOVs: Consolidated report Dimensions to Measure: Quality & Timeliness |
| | One (1) IT Assistant hired | | | | | | Scope of Coverage: 1st & 2nd Semesters, CY 2021 MOVs: copy of Notarized Contract of Service Remarks (if Compliant or not): |
| | 100% of Internet connectivity maintained and managed | | | | | | Scope of Coverage: CY 2021 MOVs: copy of Monthly Uptime Report Dimensions to Measure: Quality & Timeliness |
| | One (1) website maintained and updated | | | | | | Scope of Coverage: CY 2021 MOVs: Quarterly reports submitted to RO Dimensions to Measure: Quality & Timeliness |
| | One (1) Zoom subscription procured | | | | | | Scope of Coverage: CY 2021 MOVs: copy of procurement documents Remarks (if Compliant or not): |
| | 100% of ICT facilities/network infrastructure/equipment maintained | | | | | | Forms from KISS-NIMD to be "cascaded" to R.O. Scope of Coverage: CY 2021 MOVs: Monthly Uptime Reports, Photos Dimensions to Measure: Quality & Timeliness |
| | One (1) ENR Statistical Profile updated, packaged and published | | | | | | Scope of Coverage: CY 2020 MOVs: copy of submitted ENR Statistical Profile Dimensions to Measure: Quality & Timeliness |

| Output | Performance Indicators (Targets + Measures) | Actual Accomplishments | Rating | | | | Remarks |
|---|--|--|----------------|---|----------------|----------------|---|
| | | | Q ¹ | E ² | T ³ | A ⁴ | |
| Data Management including Systems Development and Maintenance | One (1) tarpaulin/streamer prepared and displayed throughout the month of October | | | | | | Scope of Coverage: October, CY 2021 MOVs: Geotagged photos of the displayed tarpaulin/streamer Dimensions to Measure: Quality & Timeliness |
| | One (1) Android device with pen for the conduct of Client Satisfaction Survey procured | | | | | | Scope of Coverage: CY 2021 MOVs: copy of procurement documents Remarks (if Compliant or not): |
| Final Average Rating: | | | | | | | |
| Comments and Recommendations for Development Purposes | | | | | | | |
| | | | | | | | |
| Discussed with | Date | Assessed by | Date | Final Rating | | Date | |
| | | I certify that I discussed my assessment of the performance with the employee. | | | | | |
| MARK RYAN S. LOZADA Information Systems Analyst II | | GEMMA P. DELOS REYES OIC, Management Services Division | | IMELDA M. DIAZ OIC - PENR Officer | | | |

Note:

*** Qualifying Indicators

** Ranking Indicators

* Other Indicators (Tie Breaker)