




# INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW (IPCR)

I, Wilson R. Paez, Forest Technician 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**.

  
**WILSON R. PAEZ**  
 Ratee

Date: April 13, 2021

Reviewed by  <b>ALETH C. BUNDOC</b> CDO II/Chief, C&D Section	Date April 13, 2021	Approved by  <b>CYNTHIA E. POZANO</b> OIC - PENR Officer	Date April 13, 2021				
Outputs	Performance Indicators (Targets + Measures)	Actual Accomplishments	Rating				Remark/s
			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	Technical assistance to partner/stakeholders regarding NGP project provided during implementation . MOA/contract for Nipa - assisted in the preparation by Quarter I; Pertinent documents/informations for the NGP accomplishment reports facilitated in the handled project/s. Weekly report submitted every tuesday and monthly report submitted on or before 25th day of the month using the prescribed template.						<b>Target Areas:</b> 60 hectares Nipa Project <b>Scope of Coverage:</b> CY2020 established plantations <b>MOVs:</b> Weekly travel report, template #01, template #03, CBEP Form, geotagged photos, & inspection request of partner/stakeholders. <b>Dimensions:</b> Quantity, Quality & Timeliness.
- 2nd Year-2020 Plantation Establishment	Technical assistance to partner/stakeholders regarding NGP project provided during implementation. Pertinent documents/informations for submission of NGP accomplishment reports prepared in the handled project. Weekly report submitted every tues and monthly report submitted on or before 25th day of the month using the prescribed template.						<b>Target Areas:</b> CY 2020- 60 hectares Nipa Project <b>Scope of Coverage:</b> CY 2020 established plantations <b>MOVs:</b> Template #01, template #03,CBEP Form to NGP Coordinator. <b>Dimensions:</b> Quantity, Quality & Timeliness.

1.b Monthly Geotagging of NGP Plantations	Monthly geo-tagged photos of the assigned area/s compiled and submitted to NGP Coordinator.						<b>Target Areas:</b> CY 2020 - 60 hectares Nipa Project <b>Scope of Coverage:</b> CY 2020 NGP Areas <b>MOVs:</b> Compilation of geotagged photos on monthly basis per project per site per shapefile to NGP File Desktop.
<b>2. COMPREHENSIVE SITE DEVELOPMENT</b>							
2.a Establishment of e-NGP Areas	For SMP - assisted in the conduct of activity/ies and report preparation by quarter 1 and quarter 2.						<b>Target Areas:</b> 10 hectares Bamboo & 70 hectares Agroforestry Project <b>Scope of Coverage:</b> CY2021 established plantations <b>MOVs:</b> SMP to NGP Coordinator <b>Dimensions:</b> Quantity, Quality & Timeliness.
2.b. Monitoring of Enrichment Planting	SMP of eligible areas for 160 hectares conducted and result submitted to NGP Coordinator by quarter 2. Technical assistance for the assigned EP Plantation Project monitored and supervised by quarter 3 and quarter 4. Proceedings made for the EP Project documented and submitted to NGP Coordinator by quarter 4 for consolidation.						<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, geotagged photos, area plan, block plan and shapefiles to NGP Coordinator. <b>Dimensions:</b> Quantity, Quality & Timeliness.
<b>3. OTHER NGP RELATED WORKS</b>							
3.a. Monitoring of NGP Related Activities	Technical assistance to other NGP related activities provided. - Tree Planting -IEC/Orientation/Meetings						<b>Scope of Coverage:</b> 100% related NGP activities such as tree planting and IEC. <b>MOVs:</b> Narrative Report to NGP Coordinator <b>Dimensions to Measure:</b> Timeliness
3.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% NGP documents/activity. <b>MOVs:</b> Based on the NGP documents/activity request. <b>Dimensions to Measure:</b> Quality and Timeliness
<b>Final Average Rating</b>							
<b>Comments and Recommendations for Development Purposes</b>							
Discussed with	Date	Assessed by	Date	Final Rating by		Date	
<u>WILSON R. PAEZ</u> Forest Technician I		I certify that I discussed my assessment of the performance with the employee.  <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