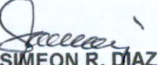


INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW (IPCR)

I, SIMEON R. DIAZ, Land Management Officer III, of the DENR-PENRO Boac, Marinduque, Regulation and Permitting Section, 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 -December, 2021.


SIMEON R. DIAZ
 LMO III
 (Ratee)
 April 14, 2021

Reviewed by	Date	Approved by	Date
ENGR. CYNTHIA B. LOZANO Chief, Technical Services Division	April 14, 2021	IMELDA M. DIAZ OIC-PENR Officer	April 14, 2021

Output	Performance Indicators (Target + Measure)	Actual Accomplishments	Rating				Remarks
			Q ¹	E ²	T ³	A ⁴	
002 - ECOSYSTEM MANAGEMENT SERVICES							
A.03.c Land Survey, Disposition and Records Management							
1. Land Disposition/Titling							
a. Residential (RA 10023)	Patents Issued (no./ha.) = 156						
	1. Examined and initialed 83 patentable RFPAs within 30 minutes per application with 100% accuracy.						Scope of Coverage: Residential Free Patent accepted/processed CY 2021 MOVs: Stamped received transmittal to ROD Dimensions to Measure: Quantity, Quality and Timeliness
b. Agricultural	Patents Issued (no./ha.) = 36						
	1. Examined and initialed 36 patentable FPs within 30 minutes per application with 100% accuracy.						Scope of Coverage: Agricultural Free Patent accepted/processed CY 2021 MOVs: Stamped received transmittal to ROD Dimensions to Measure: Quantity, Quality and Timeliness
c. Residential lot survey	Lot surveyed (no./ha.) = 250 lots						
	1. Reviewed, initialed and endorsed to Regional Office 250 survey returns within 30 minutes per lot with 100% accuracy						Scope of Coverage: 250 lots for CY 2021 MOVs: Transmittal of survey returns received at the Region Diemnsios to Measure: Quantity, Quality and Timeliness

2. Management of foreshore areas	Reviewed two (2) application with CSW report and complete supporting documents and endorsed to the Region within 30 minutes per application with 100% accuracy					Scope of Coverage: Application with CSW report forwarded to Region MOVs: Stamped received transmittal to region Dimensions to Measure: Quantity, Quality and Timeliness
3. Appraisal of Foreshore Leases, Friar Lands, Patrimonial Properties, and Other Government Assets and Properties	Reviewed two (2) Appraisal Report with CSW report and complete supporting documents and endorsed to the Region within 1 hour per appraisal report with 100% accuracy					Scope of Coverage: Approved Appraisal Report MOVs: Transmittal to Region Dimensions to Measure: Quality and Timeliness
4. Titling of government lands for public and quasi-public use (excluding school sites)						
a. Special Patent	Special Patent Issued (no.) = 8					
	Examined and initialed eight (8) Special Patent applications within 30 minutes per application with 100% accuracy.					Scope of Coverage: Agricultural Free Patent accepted/processed CY 2021 MOVs: Stamped received transmittal to ROD Dimensions to Measure: Quantity, Quality and Timeliness
5. Resolution of land Disputes/Cases						
a. Conduct of Alternative Dispute Resolution (ADR) proceedings	Reviewed two (2) ADR proceedings conducted within 30 minutes per case with 100% accuracy					Scope of Coverage: ADR Proceedings with Settlement Agreement MOVs: Proceedings and Settlement Agreement Dimensions to Measure: Quantity, Quality and Timeliness
6. Land Records Maintenance	Reviewed complete list of Public Land Applications encoded in LAMS PLA within one (1) municipality (municipality and barangay) within 1 day with 100% accuracy					Scope of Coverage: List of PLAs encoded in LAMS for LGU-Boac MOVs: Copy of list of PLAs encoded in LAMS per barangay Dimensions to Measure: Quantity, Quality and Timeliness
7. Submission of First Semester Statistical Report	Reviewed 1st Semester SRS within 1 hour with 100% accuracy					Scope of Coverage: List of PLAs encoded in LAMS for LGU-Boac MOVs: Copy of list of PLAs encoded in LAMS per barangay Dimensions to Measure: Quantity, Quality and Timeliness
8. Issuance of Tenure Instrument/Management Agreement						
a. Issuance of cutting/harvesting permits and WPP	Reviewed and initialed on thirty (30) applications with complete documents and endorsed to the Region with recommendation for approval within 30 minutes per application with 100% accuracy					Scope of Coverage: Applications processed and approved/endorsed to Region. MOVs: Copy of STCP/COV approved and transmittal to Region Dimensions to Measure: Quantity, Quality and Timeliness

9. Water Resource Utilization							
a. Conduct of continuing inventory of water users	Reviewed and initialed inventory report of sixteen (16) water users with report submitted within 15 minutes per site with 100% accuracy						Scope of Coverage: Water users inventoried MOVs: Copy of inventory report with transmittal to Region/NWRB. Dimensions to Measure: Quantity, Quality and Timeliness
b. Conduct of identification and mapping of water sources	Reviewed and initialed sixteen (16) water sources identified and mapped within 15 minutes per site with 100% accuracy						Scope of Coverage: Water sources identified and mapped MOVs: Copy of report and maps with transmittal to Region/NWRB. Dimensions to Measure: Quantity, Quality and Timeliness
c. Water Permit Applications	Reviewed and initialed on three (3) water permit applications and prepared endorsement to the Regional Office/NWRB within 30 minutes per application with 100% accuracy						Scope of Coverage: WPA accepted and processed MOVs: Copy of report and transmittal to Region/NWRB. Dimensions to Measure: Quantity, Quality and Timeliness
10. Processing/issuance of monitoring of CITES permits and other wildlife permits/certificates							
a. Local Transport Permit (LTP)	Reviewed and initialed/initials on 1,200 Local Transport Permit (LTP) within 30 minutes per permit with 100% accuracy						Scope of Coverage: LTP applications received and processed MOVs: Copy of approved LTP Dimensions to Measure: Quantity, Quality and Timeliness
b. Conduct of compliance monitoring	Reviewed and initialed thirteen (13) monitoring reports within 30 minutes per permittee with 100% accuracy						Scope of Coverage: Monitoring report of WCP & WFP holders MOVs: Copy of monitoring report Dimensions to Measure: Quantity, Quality and Timeliness
Other Activities							
PBAC activities	Attended meetings of the BAC as needed						Scope of Coverage: Attendance to meetings MOVs: Attendance Dimensions to Measure: Quality and Timeliness
General Administration and Support Services							
Implementation of Good Governance	100% SALN submitted to PENRO Personnel Unit based on Section 8 of RA 6713 on February 28, 2021						Scope of Coverage: SALN submission MOVs: Copy of SALN Dimensions to Measure: Quality and Timeliness
	100% IPCR Commitment based on the approved DPCR submitted to PENRO Personnel Unit by end of April, 2021						Scope of Coverage: IPCR submission for 1st Qtr., CY 2021 MOVs: Copy of approved IPCR Dimensions to Measure: Quality and Timeliness
Final Average Rating							

Comments and Recommendations for Development Purposes					
Discussed with	Date	Assessed by	Date	Final Rating by	Date
<u>SIMEON R. DIAZ</u> Land Mgt. Officer III		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	