

B. Individual Performance Commitment and Review Form

INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW FORM

I, **DELIA T. ALMAREZ**, of the **DENR-PENRO, CALAPAN CITY, ORIENTAL MINDORO, 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 TO DECEMBER 2022**

Ratee: **DELIA T. ALMAREZ**
Date: _____

Reviewed by:	Date:	Approved by:	Date:
 ALMA E. GIBE		 MARY JUNE B. MAYPA	
DMO V/ Chief, Technical Services Division		PENR Officer	

Output	Success Indicators (targets + measures)	Actual Accomplishments	Rating				Remarks
			Quantity	Quality	Timeliness	Average	
General Administration and Support Services							
Budget Utilization Rate	100% Budget allocation under Regulation and Permitting Section (RPS) utilized by December 20, 2022						
Submission of PPMP (CS and Non-CSE)	1 PPMP (CSE) prepared and submitted to Chief, Technical Services Division by end of July 2022 1 PPMP (Non CSE) prepared and submitted to Chief, Technical Services Division by end of July 2022						
Implementation of Good Governance conditions	Submission of updated SALN to DENR Personnel unit on February 28, 2022 One (1) IPCR commitment submitted to Chief, TSD based on the approved IPCR, on April 13, 2022 Two (2) rated IPCR submitted to Personnel Unit within the prescribed period (January to June 2022 and July to Dec. 2022)						
Actions or Documents /Request:	100% of documents acted upon with minor revisions, 7 working days for simple documents and 15 working days for complex documents, upon receipt 100% monthly accomplishment reports based on targets						

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

Natural Resources Enforcement and Regulatory Program	compliant to prescribed format submitted to Chief TSD, on the 25 th day of the month							
Issuance of Wildlife Permits, Clearances and Certifications	80% of wildlife permits, certification's and/or clearances applications final reviewed, initialed and forwarded to Chief TSD, within the prescribed period 80% of cutting/harvesting permit applications final reviewed, initialed, and forwarded to Chief TSD within prescribed period							
Resolution of Land Cases with Claims and Conflicts	Seventeen (17) ADR proceeding reports of land cases submitted by CENROs, final reviewed, initialed, and forwarded to Chief, TSD, by end of November 2022							
Soil Conservation and Watershed Management including River Basin Management and Development								
Water Resource Utilization	8 water permit applications final reviewed, initialed, and forwarded to Chief TSD by end of June 2022							
Land Survey, Disposition and Records Management								
	260 patents for residential lands, submitted by CENROs, final reviewed, initialed, and forwarded to Chief TSD, based on RA 10023 and IRR (2 hrs per carpeta) 40 patents for agricultural lands, submitted by CENROs, final reviewed, initialed, and forwarded to Chief TSD (2 hrs per carpeta)							
Acceleration of Land Titling thru RLTA	1 MOA submitted by CENRO Roxas, final reviewed, initialed, and forwarded to Chief TSD 1 day upon receipt 1 cascading report submitted by CENRO Roxas, final reviewed, initialed, and forwarded to Chief TSD, 1 day upon receipt 13 barangay consolidated cadastral map submitted by CENRO Roxas, final reviewed, initialed, and forwarded to Chief TSD 1 day upon receipt 13 barangay Land Tenure Profile submitted by CENRO Roxas, final reviewed, initialed, and forwarded to Chief TSD 1 day upon receipt							
Titling of Government Lands for Public and Quasi-public use	2 draft proclamation submitted by CENROs, final reviewed, initialed, and forwarded to Chief TSD 1 day upon receipt of documents							

<p>Other Cross-cutting Indicators</p> <p>Streamlining and Process Improvement of Critical Services (SPICS)</p>	<p>4 special patents issued under Section 4 of RA 10023, final reviewed, initialed, and forwarded to Chief TSD, 1 day upon receipts</p> <p>7 municipalities with completed lists of public land applications encoded in LAMS PLA by end of December 2022</p> <p>260 new PLAs scanned and encoded to LAMS with report submitted by end of December 2022</p> <p>100% of external clients served within the standard set in the Citizen's Charter with SPIC's Monitoring Form submitted on the prescribed timeline</p> <ul style="list-style-type: none"> - Application for Free Patent (Residential) - Application for Free Patent (Agricultural) - Issuance of Tree Cutting Permit (PLTP/SPLTP) 						
<p>Total Overall Rating</p>							
<p>Final Average Rating</p>							
<p>ADJECTIVAL RATING</p>							
<p>Comments and Recommendations for Development Purposes</p>							
<p>Discussed with</p>	<p>Date</p>	<p>Assessed by:</p>	<p>Date</p>	<p>Final Rating by:</p>	<p>Date</p>		
<p>DELIA T. ALMAREZ LMO III/Chief, RPS</p>		<p>I certify that I discussed my assessment of the performance with the employee</p> <p>ALMA E. GIBE DMO V/ Chief, Technical Services Division</p>		<p>MARY JUNE F. MAYFA PENR Officer</p>			