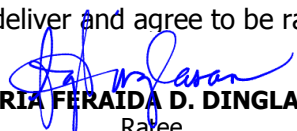




B. Individual Performance Commitment and Review Form

INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW FORM

I, Maria Feraida D. Dinglasan, of the Management Services Division of PENRO Oriental Mindoro 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.


MARIA FERAIDA D. DINGLASAN
Ratee
Date:

Reviewed by:  MARICEL V. SUPLEO Chief, Administrative and Finance Section		Date		Approved by:  NESTOR N. CUASAY In-charge, Management Services Division		Date	
P/A/Ps	Performance Indicator (targets+measures)	Actual Accomplishments	Rating				Remarks
			Quantity	Quality	Timeliness	Average	
1. General Administration & Support Services	One (1) SALN prepared and submitted to Personnel Section on February 15, 2022 One (1) IPCR commitment submitted on prescribed period Two (2) IPCR with rating submitted on prescribed date. IPCR Second Semester CY 2021 with rating IPCR First Semester CY 2022 with rating						
Action on Documents/Request	100% of referred documents acted upon 7 working days for simple documents and 15 days for complex documents upon request.						
1.3 Procurement Services Administration	100% Consolidation of Updated Annual Procurement Plan CY 2022 (APP non-CSE) based on approved GAA and submitted to PENRO on Marcht 31, 2022 in accordance to GPPB Advisory 02-2022 dated 14 February 2022. 100% Consolidation and submission of Indicative Annual Procurement Plan non Common Use Supplies and Equipment (APP-non CSE) CY 2023 submitted to PENRO on August 31, 2021 100% Preparation and submission of Indicative Annual Procurement Plan Common Use Supplies and Equipment (APP-CSE) CY 2023 submitted to PENRO on December 31, 2021.						

P/A/Ps	Performance Indicator (targets+measures)	Actual Accomplishments	Rating				Remarks
			Quantity	Quality	Timeliness	Average	
Procurement Monitoring	100% Preparation and submission of Procurement Monitoring Report (PMR) submitted to PENRO Second Semester CY 2021 on January 14, 2022 First Semester CY 2022 on July 14, 2022						
Total Over-All Rating							
Final Average Rating							
Adjectival Rating							
Comments and Recommendations for Development Purposes							
Discussed with	Date	Assessed by:	Date	Final Rating by:			Date
MARIA FERAIDA D. DINGLASAN		NESTOR N. CUASAY		MARY JUNE F. MAYPA			
Supply Officer I		In-charge, Management Services Division		PENR Officer			