

B. Individual Performance Commitment and Review Form

INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW FORM

I, Airen Krisca C. Caray, of DENR CENRO Roxas, Oriental Mindoro, Conservation and Development 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**.


AIREN KRISCA C. CARAY
 Ratee

Date: **April 6, 2022**

Reviewed by:		Date:	Approved by:				Date:
 JOSE T. MONTECALVO Chief, Conservation and Development Section		APR 07 2022	 ENGR. CAESAR E. QUEBEC CENR Officer				APR 08 2022
P/A/Ps	Performance Indicators (targets+measures)	Actual Accomplishments	Rating				Remarks
			Quantity	Quality	Timeliness	Average	
GENERAL ADMINISTRATION AND SUPPORT SERVICE							
Submission of Statement of Assets and Liabilities and Networth (SALN)	One (1) Statement of Assets, Liabilities and Networth (SALN) based on Section 8 of RA 6713 prepared and submitted to In-charge, Administrative Unit on February 4, 2022						
Evaluation of Personnel Performance	One (1) IPCR (Commitment) based on approved SPMS guidelines prepared and submitted to In-charge, Administrative Unit on April 13, 2022						
	One (1) IPCR with rating prepared and submitted to In-charge, Administrative Unit						
	1 - IPCR with rating (January to June 2022) submitted by on July 15, 2022						
Actions on Documents/ Requests	100% of documents acted upon with partial/ minor revision need 7 working days for simple documents and 15 days for complex documents upon receipt						
Attendance to Meetings/ Workshops/ Conference	100% of meetings/ workshops/ conference attended with report submitted 7 working days after attendance in local (inter- agency) and 30 working days in foreign meetings/ workshops/ conferences						
SUPPORT TO OPERATION							
Re-surveying and mapping of existing tenurial instrument	208.45 hectares surveyed and relocated every corner of CBFM Manguyang Agrarian Reform Beneficiaries Cooperative and collected data submitted to Team Leader on June 7, 2022						
NATURAL RESOURCES CONSERVATION AND DEVELOPMENT PROGRAM							
Forest Development, Rehabilitation and Protection	69 hectares maintained and protected (2019-2021 plantation establishment) with atleast 85% survival rate inspected within 7 days after request for inspection						
Site Assessment, Surveying, Mapping & Planning	Soil sampling activities within 300 hectare site conducted including soil analysis, perimeter survey, site assessment of potential sites for development and collected data submitted to NGP Focal Person on June 7, 2022						

P/A/Ps	Performance Indicators (targets+measures)	Actual Accomplishments	Rating				Remarks
			Quantity	Quality	Timeliness	Average	
Establishment of Forest Nursery	100% Assistance to the establishment of one (1) nursery with basic facilities on prescribed period						
Maintenance of clonal nursery and production of Quality Planting Materials (QPM) of Premium and Indigenous forest tree species	100% Assistance to the maintenance of one (1) clonal nursery with quarterly report prepared and submitted to NGP Focal Person 10 days before the end of the quarter						
Maintenance of Individual Plus Trees (IPTs/Seed Production Areas (SPAs))	100% Assistance to the maintenance of 800 IPTs with monthly report submitted to NGP Focal Person 7 days before the end of the quarter						
Total Overall Rating							
Final Average Rating							
Adjectival Rating							
Comments and Recommendations for Development Purposes							
Discussed with:	Date:	Assessed by:	Date:	Final Rating:	Date:		
AIREN KRISCA C. CARAY Forester I		I certify that I discussed my assessment of the performance with the employee. JOSE T. MONTECALVO Chief, Conservation and Development Section		ENGR. CAESAR E. QUEBEC CENR Officer			