



B. Individual Performance Commitment and Review Form

INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW FORM

I, Marielle M. Ngabit, 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**.


MARIELLE M. NGABIT
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							
	Two (2) IPCR with rating prepared and submitted to In-charge, Administrative Unit							
	1 - IPCR with rating (July to December 2021) submitted on February 10, 2022							
	2 - IPCR with rating (January to June 2022) submitted 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								
Simplified Community Resource Management Framework (CRMF) including map and 5 year workplan	Consolidated two (2) CRMF, 5YWP, prepared generated map with CSW submitted to Chief, CDS on November 15, 2022							
Re-surveying and mapping of existing tenurial instrument	681.92 has. surveyed, prepared GIS generated maps (shapefiles provided) and tenure instrument projected in the control map of the PENRO on June 10, 2022							

P/A/Ps	Performance Indicators (targets+measures)	Actual Accomplishments	Rating				Remarks
			Quantity	Quality	Timeliness	Average	
NATURAL RESOURCES ENFORCEMENT AND REGULATORY PROGRAM							
Community-based Forest Management Agreement	10 tenure/permit holders (CBFMA) monitored in compliance to terms and conditions of the permit and forestry laws, rules and regulations with report reviewed and submitted to Chief, CDS in 9 days after completion						
Performance Evaluation of CSCs outside CBFMA (devolved CSCs) including expired and expiring CBFMA	115 CSC consolidated and prepared evaluated maps with report reviewed and submitted to Chief, CDS per prescribed format indicating categorical recommendation (renewal/ cancellation/ for re-evaluation) on September 15, 2022						
NATURAL RESOURCES CONSERVATION AND DEVELOPMENT PROGRAM							
Site Assessment, Surveying, Mapping & Planning	300 has. conducted soil sampling activities including soil analysis, perimeter survey, site assessment of potential sites for development prepared and submitted data gathered to NGP Focal Person on June 7, 2022						
Inspection of contractor's accomplishment for billing purposes	100% Inspected and Validated ENGP Maintenance and Protection accomplishment at Brgy. Balugo, Mansalay and Brgy. Cabugao, Bulalacao 7 days upon receipt						
	100% Prepared and Maintained one (1) regional digitized control map updated within the jurisdiction of DENR-CENRO Roxas using the NAMRIA based on map uploaded in the website by 20th day of December 2022						
Total Overall Rating							
Final Average Rating							
Adjectival Rating							
Comments and Recommendations for Development Purposes							
Discussed with:	Date	Assessed by:	Date	Final Rating:		Date	
MARIELLE M. NGABIT		I certify that I discussed my assessment of the performance with the employee. JOSE T. MONTECALVO		ENGR. CAESAR E. QUEBEC			
Forester I/ Chief, CBMF Unit		Chief, Conservation and Development Section		CENR Officer			