

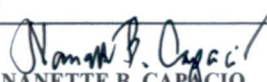
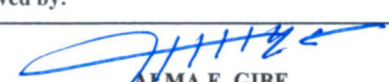
## INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW FORM

I, **SIMPLICIO CALINOG**, Cartographer I of the **DENR - CENRO ROXAS, 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 of **JULY TO DECEMBER, 2021**.

Ratee:

**SIMPLICIO CALINOG**




Date:

Reviewed by:	Date	Approved by:	Date
 NANETTE B. CAPACIO LMO III/Chief, RPS		 ALMA E. GIBE DMO V/OIC-CENRO	

Output	Success Incators (targets+measures)		Rating				Remarks
			Q1	E2	T3	A4	
GENERAL ADMINISTRATION AND SUPPORT							
Submission of Individual SALN	100% submission of SALN to CENRO by 2nd week of February, 2021						Rated on First Semester
Preparation and Submission of IPCR	One (1) IPCR (commitment) based on approved SPMS guidelines submitted to Admin Section on prescribed period						Rated on First Semester
Actions to be taken	100% of documents acted upon with partial/ minor revision need 7 working days for simple documents and 15 days for complex documents upon receipt	100% of documents acted upon with partial/ minor revision need 5 working days for simple documents and 10 days for complex documents upon receipt		5.000	5.000	5.000	
NATURAL RESOURCES CONSERVATION AND DEVELOPMENT PROGRAM							
Land Survey, Disposition and Records Management	Screened thirty-six carpetas for residential Free Patent and prepare V-37/Certified lot Data Computation, Order of Award and Judicial Form and forward to Geodetic Engineer for review: 15 January to June 2021 and 21 July to December 2021 with 100% accuracy.	Screened twenty-four (24) carpetas for residential Free Patent and prepare V-37/Certified lot Data Computation, Order of Award and Judicial Form and forward to Geodetic Engineer for review	2.309	2.309	3.000	2.539	
Total Over-all Rating			2.309	7.309	8.000	7.539	
Final Average Rating			2.309	3.655	4.000	3.770	
Adjectival Rating			SATISFACTORY				

Comments and Recommendation for Development Purposes

*An efficient employee and with initiative to perform other tasks.*

Discussed with	Date	Assessed by:	Date	Final Rating by:	Date
 SIMPLICIO CALINOG Cartographer I	FEB 03 2022	I certify that I discussed my assessment of the performance with the employee  ARABELLE JOY V. TAMAYOSA In-charge Administrative Unit	FEB 07 2022	 ALMA E. GIBE DMO V/OIC-CENRO	FEB 07 2022

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





Name: <b>SIMPLICIO C. CALINGO</b>					Section: <b>Regulation and Permitting Section</b>			
Position: <b>Cartographer I</b>					Division: <b>N/A</b>			
<b>MONTHLY ACCOMPLISHMENT MONITORING FORM for: August 2021</b>								
	Type		Nature		Details of the Activity			
	PBB Related	Other regular targets based on WFP	Office Work	Field Work (indicate TO #)	Type of Document*/ Activity (indicate date and time the document received)	Subject/Activity/Event	Action Taken (indicate the status of the document/activity)	Time Consumed
<b>A. TARGET-RELATED ACTIVITIES</b>			✓		Daily Time Record	Accomplish Daily Time Record	Submit the accomplished Daily Time Record to the Administrative Section	1 day
			✓		Documents Refer	Documents referred	Acted upon the documents referred	daily as needed
			✓		Residential Free Patent Applications	Screen carpetas of the Residential Free Patent Applications and prepare Form V-37, Certified Lot Data Computation, Order of Award, and Judicial Form	Screened carpetas of the Residential Free Patent Applications and prepared Form V-37, Certified Lot Data Computation, Order of Award, and Judicial Form	daily as needed
<b>B. MISCELLANEOUS ACTIVITIES</b> (other activities related to the Division or Office outside of the targets)								
<b>C. OTHER FUNCTIONS AND DUTIES</b> (other activities not related to the Division but of other designations, functions and concurrent capacities)						On-Leave	August 27, 2021	1 day
						Holiday (National Heroes' Day)	August 30, 2021	1 day

Signature of the Employee:



Date Accomplished:

August 31, 2021

Verified by the Immediate Supervisor:



**NANETTE B. CAPACIO**

Land Management Officer III/Chief, RPS

Name: <b>SIMPLICIO C. CALINGO</b>					Section: <b>Regulation and Permitting Section</b>			
Position: <b>Cartographer I</b>					Division: <b>N/A</b>			
<b>MONTHLY ACCOMPLISHMENT MONITORING FORM for: September 2021</b>								
	Type		Nature		Details of the Activity			
	PBB Related	Other regular targets based on WFP	Office Work	Field Work (indicate TO #)	Type of Document*/ Activity (indicate date and time the document received)	Subject/Activity/Event	Action Taken (indicate the status of the document/activity)	Time Consumed
<b>A. TARGET-RELATED ACTIVITIES</b>			✓		Daily Time Record	Accomplish Daily Time Record	Submit the accomplished Daily Time Record to the Administrative Section	1 day
			✓		Documents Refer	Documents referred	Acted upon the documents referred	daily as needed
			✓		Residential Free Patent Applications	Screen carpetas of the Residential Free Patent Applications and prepare Form V-37, Certified Lot Data Computation, Order of Award, and Judicial Form	Screened carpetas of the Residential Free Patent Applications and prepared Form V-37, Certified Lot Data Computation, Order of Award, and Judicial Form	daily as needed
<b>B. MISCELLANEOUS ACTIVITIES</b> (other activities related to the Division or Office outside of the targets)				TO # 2021-3152	Geo-tagged Photos	Assist in taking geo-tagged photos of the marine zone as per Sangguniang Barangay Resolusyon Bilang 2021-09-011	Travel to Maujao, Bulalacao, Oriental Mindoro and assisted in taking geo-tagged photos of the marine zone as per Sangguniang Barangay Resolusyon Bilang 2021-09-011 (September 14, 2021)	1 day including travel time
				TO # 2021-3152	Geo-tagged Photos	Assist in taking geo-tagged photos of the marine salvage zone as per letter request of Engr. Ernilo C. Villas, the Municipal Mayor of Bulalacao	Travel to Sitio Takasan, Balatasan, Bulalacao, Oriental Mindoro and assisted in taking geo-tagged photos of the marine salvage zone as per letter request of Engr. Ernilo C. Villas, the Municipal Mayor of Bulalacao (September 15, 2021)	1 day including travel time
			✓		Learning Event	Attendance to a learning event via Zoom	Attended "Virtual Cluster Training on Online Land Administration and Management System - Public Land Application (LAMS-PLA)" via Zoom conducted by the Land Management Bureau (September 8-10, 2021)	3 days
<b>C. OTHER FUNCTIONS AND DUTIES</b> (other activities not related to the Division but of other designations, functions and concurrent capacities)								

Signature of the Employee:



Date Accomplished:

September 30, 2021

Verified by the Immediate Supervisor:



Land Management Officer III/Chief, RPS



Name: <b>SIMPLICIO C. CALINGO</b>				Section: <b>Regulation and Permitting Section</b>				
Position: <b>Cartographer I</b>				Division: <b>N/A</b>				
<b>MONTHLY ACCOMPLISHMENT MONITORING FORM for: October 2021</b>								
	Type		Nature		Details of the Activity			
	PBB Related	Other regular targets based on WFP	Office Work	Field Work (indicate TO #)	Type of Document*/ Activity (indicate date and time the document received)	Subject/Activity/Event	Action Taken (indicate the status of the document/activity)	Time Consumed
<b>A. TARGET-RELATED ACTIVITIES</b>			✓		Daily Time Record	Accomplish Daily Time Record	Submit the accomplished Daily Time Record to the Administrative Section	1 day
			✓		Documents Refer	Documents referred	Acted upon the documents referred	daily as needed
			✓		Residential Free Patent Applications	Screen carpetas of the Residential Free Patent Applications and prepare Form V-37, Certified Lot Data Computation, Order of Award, and Judicial Form	Screened carpetas of the Residential Free Patent Applications and prepared Form V-37, Certified Lot Data Computation, Order of Award, and Judicial Form	daily as needed
<b>B. MISCELLANEOUS ACTIVITIES</b> (other activities related to the Division or Office outside of the targets)				TO # 2021-3274	Public Land Survey	Assist in the conduct of Public Land Subdivision (PLS) Survey of Lot No. 1281-R and 1281-S, Csd-4B-000196-D as per approved Survey Order No. 2021-009	Travel to San Francisco, Bulalacao, Oriental Mindoro and assisted in the conduct of Public Land Subdivision (PLS) Survey of Lot No. 1281-R and 1281-S, Csd-4B-000196-D as per approved Survey Order No. 2021-009 (October 5-8, 2021)	4 days including travel time
<b>C. OTHER FUNCTIONS AND DUTIES</b> (other activities not related to the Division but of other designations, functions and concurrent capacities)								

Signature of the Employee:



Verified by the Immediate Supervisor:



**NANETTE B. CAPACIO**

Land Management Officer III/Chief, RPS

Date Accomplished:

October 29, 2021

Name: <b>SIMPLICIO C. CALINGO</b>					Section: <b>Regulation and Permitting Section</b>			
Position: <b>Cartographer I</b>					Division: <b>N/A</b>			
<b>MONTHLY ACCOMPLISHMENT MONITORING FORM for: November 2021</b>								
	Type		Nature		Details of the Activity			
	PBB Related	Other regular targets based on WFP	Office Work	Field Work (indicate TO #)	Type of Document*/ Activity (indicate date and time the document received)	Subject/Activity/Event	Action Taken (indicate the status of the document/activity)	Time Consumed
<b>A. TARGET-RELATED ACTIVITIES</b>			✓		Daily Time Record	Accomplish Daily Time Record	Submit the accomplished Daily Time Record to the Administrative Section	1 day
			✓		Documents Refer	Documents referred	Acted upon the documents referred	daily as needed
			✓		Residential Free Patent Applications	Screen carpetas of the Residential Free Patent Applications and prepare Form V-37, Certified Lot Data Computation, Order of Award, and Judicial Form	Screened carpetas of the Residential Free Patent Applications and prepared Form V-37, Certified Lot Data Computation, Order of Award, and Judicial Form	daily as needed
<b>B. MISCELLANEOUS ACTIVITIES</b> (other activities related to the Division or Office outside of the targets)				TO # 2021-4365	Public Land Survey	Assist in the conduct of Public Land Subdivision (PLS) Survey of Lot No. 1281-R and 1281-S, Csd-4B-000196-D as per approved Survey Order No. 2021-009	Travel to San Francisco, Bulalacao, Oriental Mindoro and assisted in the conduct of Public Land Subdivision (PLS) Survey of Lot No. 1281-R and 1281-S, Csd-4B-000196-D as per approved Survey Order No. 2021-009 (November 11-12, 2021)	2 days including travel time
				TO # 2021-4307	Public Land Survey	Assist in the conduct of Public Land Subdivision (PLS) Survey of Lot No. 1281-N and 1281-O, Csd-4B-000196-D as per approved Survey Order No. 2021-009	Travel to San Francisco, Bulalacao, Oriental Mindoro and assisted in the conduct of Public Land Subdivision (PLS) Survey of Lot No. 1281-N and 1281-O, Csd-4B-000196-D as per approved Survey Order No. 2021-009 (November 16-19, 2021)	4 days including travel time
<b>C. OTHER FUNCTIONS AND DUTIES</b> (other activities not related to the Division but of other designations, functions and concurrent capacities)						Holiday (All Saint's Day, Oriental Mindoro Day, and Bonifacio Day)	November 1, 15, and 30, 2021	3 days

Signature of the Employee:



Date Accomplished:

November 29, 2021

Verified by the Immediate Supervisor:



**CHUCKLEE B. NGABIT**

Forester I/NGP Focal Person/In-Charge, RPS



Name: <b>SIMPLICIO C. CALINGO</b>					Section: <b>Regulation and Permitting Section</b>			
Position: <b>Cartographer I</b>					Division: <b>N/A</b>			
<b>MONTHLY ACCOMPLISHMENT MONITORING FORM for: December 2021</b>								
	Type		Nature		Details of the Activity			
	PBB Related	Other regular targets based on WFP	Office Work	Field Work (indicate TO #)	Type of Document*/ Activity (indicate date and time the document received)	Subject/Activity/Event	Action Taken (indicate the status of the document/activity)	Time Consumed
<b>A. TARGET-RELATED ACTIVITIES</b>			✓		Daily Time Record	Accomplish Daily Time Record	Submit the accomplished Daily Time Record to the Administrative Section	1 day
			✓		Documents Refer	Documents referred	Acted upon the documents referred	daily as needed
			✓		Residential Free Patent Applications	Screen carpentas of the Residential Free Patent Applications and prepare Form V-37, Certified Lot Data Computation, Order of Award, and Judicial Form	Screened carpentas of the Residential Free Patent Applications and prepared Form V-37, Certified Lot Data Computation, Order of Award, and Judicial Form	daily as needed
<b>B. MISCELLANEOUS ACTIVITIES</b> (other activities related to the Division or Office outside of the targets)				TO # 2021-4474	Public Land Survey	Assist in the conduct of Public Land Survey on Lot No. 342, Pls-417-D, Bulalacao Public Land Subdivision	Travel to Budburan, Bulalacao, Oriental Mindoro and assisted in the conduct of Public Land Survey on Lot No. 342, Pls-417-D, Bulalacao Public Land Subdivision (December 7-8, 2021)	2 days including travel time
				TO # 2021-4474	Presidential Proclamation	Assist in the conduct of actual survey for the Presidential Proclamation request of the 4th Infantry (Scorpion) Battalion, 2ID, Philippine Army	Travel to Cambunang, Bulalacao, Oriental Mindoro and assisted in the conduct of actual survey for the Presidential Proclamation request of the 4th Infantry (Scorpion) Battalion, 2ID, Philippine Army (December 9-10, 2021)	2 days including travel time
				TO # 2021-4641	Foreshore Lands Inventory	Conduct of inventory of users of foreshore lands in compliance with PENRO Special Order No. 2021-107 dated December 10, 2021	Travel within the Municipality of Bongabong, Oriental Mindoro and conducted inventory of users of foreshore lands in compliance with PENRO Special Order No. 2021-107 dated December 10, 2021 (December 14-17, 2021)	4 days including travel time
				TO # 2021-4635	Foreshore Lands Inventory	Conduct of inventory of users of foreshore lands in compliance with PENRO Special Order No. 2021-107 dated December 10, 2021	Travel within the Municipality of Bongabong, Oriental Mindoro and conducted inventory of users of foreshore lands in compliance with PENRO Special Order No. 2021-107 dated December 10, 2021 (December 21-24, 2021)	4 days including travel time
<b>C. OTHER FUNCTIONS AND DUTIES</b> (other activities not related to the Division but of other designations, functions and concurrent capacities)					Holiday (Feast of the Immaculate Conception of Mary and Rizal Day)		December 8 and 30, 2021	2 days
					Work from Home		December 31, 2021	1 day

Signature of the Employee:



Date Accomplished:

December 29, 2021

Verified by the Immediate Supervisor:

  
**CHUCKLEE B. NGABIT**  
 Forester I/NGP Focal Person/In-Charge, RPS