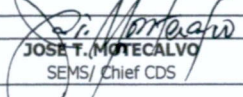
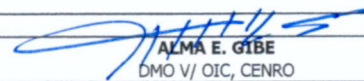
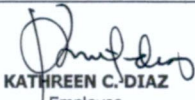
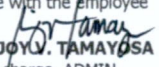
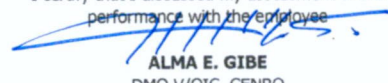


INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW FORM

I, KATHREEN C. DIAZ, Forester I of the **DENR, CENRO Roxas, Or. Mindoro**, Division of Forest Management Sector 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.


KATHREEN C. DIAZ
Ratee

Date:

Reviewed by:  JOSE T. MOTECALVO SEMS/ Chief CDS	Date	Approved by:  ALMA E. GIBE DMO V/ OIC, CENRO	Date				
Output	Success Indicators (targets+measures)	Actual Accomplishments	Rating				REMARKS
			Q1	E2	T3	A4	
GENERAL ADMINISTRATION AND SUPPORT SERVICES							
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	100% of documents acted upon, with no revision need 3 working days for simple documents and 7 days for complex documents upon receipt		5.000	5.000	5.000	
SUPPORT TO OPERATIONS							
Production and Dessimination of Technical and Popular Materials in the Conservation and Development of natural Reosurces including Environmental Education	Conducted one (1) Environmental Events/ Activities engagements organized based on CY 2021 and Prepared and Submitted Report to CENRO 2 days after the conduct of the event	Conducted three (3) Environmental Events/Activities engagements organized based on CY 2021 and prepared and submitted Report to CENRO 2 days after the conduct of the events (Internationa Coastal Clean-up, World Bamboo Day, World Ozone Day) (September 23, 2021)	5.000	5.000	3.000	4.33	
NATURAL RESOURCES CONSERVATION AND DEVELOPMENT PROGRAM							
	Conduct Assessment of Cave as embodied in RA 9072, Prepare and Submit Assessment Report to Chief, Conservation and Development Section	Conduct Assessment of Cave as embodied in RA 9072, Prepare and Submit Assessment Report to Chief, Conservation and Development Section		5.000	5.000	5.000	
Forest Development, Rehabilitation and Protection	Monitor and Supervise forty eght (48.0) hectares of ENGP plantation establishment	Forty eight (48.0) hectares of ENGP plantation establishment was monitored	3.000	5.000	3.000	3.667	
	Monitor and supervise the Maintenance and Protection of 48.0 hectares with atleast 85% survival rate	Monitored the Maintenance and Protection of 48.0 hectares with atleast 85% survival rate	3.000	5.000	3.000	3.667	
Adaptive Capacities of Human Communities Band Natural Systems Improved (Environment and natural Resources Resiliency Program)							
Watershed Characterization and Vulnerability Assessment	Assist and Jointly undertake the activities in Watershed Characterization and Vulnerability Assesment with report submitted to Chief, Conservation and Development Section by the end of September 2021	Assisted and Jointly undertaken the activities in Watershed Characterization and Vulnerability Assesment with report submitted to Chief, Conservation and Development Section on December 9, 2021	3.000	5.000	1.000	3.000	
Total Over all Rating			14.000	30.000	20.000	24.667	
Final Average Rating			3.500	5.000	3.333	4.111	
Adjectival Rating							
Comments and Recommendations for Development Purposes <i>Recommended for promotion as Forester II considering her very satisfactory</i>							
Discussed with	Date	Assessed by:	Date	Final Rating by:	Date		
 KATHREEN C. DIAZ Employee	FEB. 03, 2022	I certify that I discussed my assessment of the performance with the employee  ARABELLE JOY V. TAMAYOSA FT I /in-charge, ADMIN	FEB 07 2022	I certify that I discussed my assessment of the performance with the employee  ALMA E. GIBE DMO V/OIC, CENRO	FEB 07 2022		

Name: KATHREEN C. DIAZ

Section: Plans and Support Unit / Conservation and Development Section/ Monitoring and Enforcement Section

Position: Forester I

Division:

MONTHLY ACCOMPLISHMENT MONITORING FORM for: July 1 - 31, 2021

A. TARGET- RELATED ACTIVITIES	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
			√		for action letters and memoranda, assisting clients and other duties assigned by supervisor	Conservation and Development	*Answered in a form of memorandum and letter *Assisted the clients	15 days
C. OTHER FUNCTIONS AND DUTIES (other activities not related to the Division but other designations, functions and concurrent capacities)								

Signature of the Employee: KATHREEN C. DIAZ

Date Accomplished: _____

Verified by the Immediate Supervisor:

JOSE T. MONTECALVO
SEMS/ CDS Chief

Name: KATHREEN C. DIAZ					Section: Plans and Support Unit / Conservation and Development Section/ Monitoring and Enforcement Section			
Position: Forester I					Division:			
MONTHLY ACCOMPLISHMENT MONITORING FORM for: August 1 - 31, 2021								
A. TARGET- RELATED ACTIVITIES	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
				TO# 2958	coordination and video documentation	Mangrove Conservation	Coordination with concerned stakeholders. Documentation of mangrove areas and interviewed the Peoples Organization and LGUs	3 days including travel time
B. MISCELLANEOUS ACTIVITIES (other activities related to the Division or Office outside of the targets)				TO# 1696	Training/ dive logs	Advance Diving	Attended/participated	4 days including travel time
			√		for action letters and memoranda, assisting clients and other duties assigned by supervisor	Conservation and Development	*Answered in a form of memorandum and letter *Assisted the clients	10 days
C. OTHER FUNCTIONS AND DUTIES (other activities not related to the Division but other designations, functions and concurrent capacities)								

Signature of the Employee: KATHREEN C. DIAZ

Date Accomplished: _____

Verified by the Immediate Supervisor:

JOSE T. MONTECALVO
SEMS, CDS Chief

Name: KATHREEN C. DIAZ					Section: Plans and Support Unit / Conservation and Development Section/ Monitoring and Enforcement Section			
Position: Forester I					Division:			
MONTHLY ACCOMPLISHMENT MONITORING FORM for: September 1 - 30, 2021								
A. TARGET- RELATED ACTIVITIES	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
	✓			TO# 3024	Validation/Inspection	Enhanced National Greening Program	Assisted the CENRO and PENRO Inspection Acceptance Committee (IAC) on the inspection of twelve (12) plantations located at Brgy. Milagrosa, Bulalacao, Oriental Mindoro under the ENGP contract	3 days including travel time
✓			TO# 3113	Coordination and distribution of letters	Integrated Watershed Mangement Planning (Bongabong Watershed)	Coordinated and distributed letters on concerned stakeholders/LGUs re: presentation of initial draft of Integrated Watershed Management Plan (IWMP) of Bongabong Watershed	2 days including travel time	
B. MISCELLANEOUS ACTIVITIES (other activities related to the Division or Office outside of the targets)				TO# 1521	Workshop	Integrated Watershed Mangement Planning (Caguray Watershed)	Attended and participated	2 days including travel time
				TO# 3113	Inspection/monitoring	Compliance monitoring of permits	Inspection and monitoring of loading and permits/clearance of lumber pallets/fitches of Mrs. Juliana Cena Salazar at Bongabong, Oriental Mindoro	1 day including travel time
				TO# 3154	Coastal Clean-up	DENR Special Event (International Coastal Clean-up)	Clean-up along shoreline in Brgy. B.Delmundo, Mansalay, Oriental Mindoro	1 day including travel time
				TO# 3154	Inspection/monitoring	Certificate of Tree Plantation Ownership (CTPO)	Inspected/monitored the plantation located at Brgy. Masagana, Bongabong, Oriental Mindoro	1 day including travel time
				TO# 3154	Initial Draft Presentation	Integrated Watershed Management Planning (Bongabong Watershed)	Presented the initial draft of Integrated Watedshed Mangement Plan in municipal conference room	1 day including travel time
				TO# 3224	Environmental Action	Mangrove Planting	Participated in mangrove planting activity at Brgy. San Juan, Bulalacao, Oriental Mindoro	1 day including travel time
				TO# 3224	Video documentation	Mangrove Rehabilitation and conservation	Interview with Brgy. Chairmen involve in mangrove rehabilitation and conservation in Roxas and Bulalacao	1 day including travel time
					for action letters and memoranda, assisting clients, meetings and other duties assigned by supervisor	Conservation and Development	* Answered in a form of memorandum and letter * Assisted the clients * Attended meetings as per instruction of CENRO	8 days
C. OTHER FUNCTIONS AND DUTIES (other activities not related to the Division but other designations, functions and concurrent capacities)								

Signature of the Employee: KATHREEN C. DIAZ

Date Accomplished: _____

Verified by the Immediate Supervisor:

JOSE T. MONTECALVO
SEMS/ CDS Chief

Name: KATHREEN C. DIAZ					Section: Plans and Support Unit / Conservation and Development Section/ Monitoring and Enforcement Section			
Position: Forester I					Division:			
MONTHLY ACCOMPLISHMENT MONITORING FORM for: October 1 - 31, 2021								
A. TARGET- RELATED ACTIVITIES	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. MISCELLANEOUS ACTIVITIES (other activities related to the Division or Office outside of the targets)				TO# 3289	Coordination/meeting	Enforcement	Coordination and meeting with concerned persons/barangay officials re: illegal logging activities at Brgy. Hagan, Bongabong, Oriental Mindoro	1 day including travel time
				TO# 3289	Meeting	Enforcement	Attended the barangay session at Brgy. Panaytayan, Oriental Mindoro	1 day including travel time
				TO# 3289	Inspection/validation/monitoring	Compliance Monitoring of permits	Inspection of charcoal loading and transportation with permit and certification (permittee: Nelson Eustaquio) in Brgy. Lisap, Bongabong, Oriental Mindoro	1 day including travel time
				TO# 3381	Inspection/validation/monitoring	Compliance Monitoring of permits	Inspection of charcoal loading and transportation with permit and certification in Bongabong, Oriental Mindoro	3 days including travel time
				TO# 3613	Inspection/validation/monitoring	Compliance Monitoring of permits	Inspection of charcoal and lumber loading and transportation with permit and certification in Bongabong and Mansalay, Oriental Mindoro	3 days including travel time
			√		for action letters and memoranda, assisting clients and other duties assigned by supervisor	Conservation and Development	*Answered in a form of memorandum and letter *Assisted the clients	6 days
C. OTHER FUNCTIONS AND DUTIES (other activities not related to the Division but other designations, functions and concurrent capacities)								

Signature of the Employee: KATHREEN C. DIAZ

Date Accomplished: _____

Verified by the Immediate Supervisor:

JOSE T. MONTECALVO
SEMS/ CDS Chief

Name: KATHREEN C. DIAZ	Section: Plans and Support Unit / Conservation and Development Section/ Monitoring and Enforcement Section
Position: Forester I	Division:

MONTHLY ACCOMPLISHMENT MONITORING FORM for: November 1 - 30, 2021

A. TARGET- RELATED ACTIVITIES	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
	√				Inspection/validation	Enhanced National Greening Program	Assisted the CENRO and PENRO Inspection Acceptance Committee (IAC) on the inspection of twelve (12) plantions located at Brgy. Milagrosa, Bulalacao, Oriental Mindoro under the ENGP contract for maintenance and protection	3 days including travel time
	√			TO# 4333	Presentation of draft	Integrated Watershed Management Plan (Bongabong Watershed)	[Presented in barangays within the boundary of Bongabong watershed	2 days including travel time
B. MISCELLANEOUS ACTIVITIES (other activities related to the Division or Office outside of the targets)				TO# 4333	Inspection/monitoring	Compliance monitoring of permits	Inspection and monitoring of loading and permits/clearance of charcoal transportation in Brgy. Don Pedro, Mansalay, Oriental Mindoro	1 day including travel time
			√		for action letters and memoranda and other duties assigned by supervisor	Conservation and Development	Answered in a form of memorandum and letter	7 days
C. OTHER FUNCTIONS AND DUTIES (other activities not related to the Division but other designations, functions and concurrent capacities)								

Signature of the Employee: KATHREEN C. DIAZ

Date Accomplished: _____

Verified by the Immediate Supervisor:

JOSE T. MONTECALVO
SEMS/ CDS Chief

Name: KATHREEN C. DIAZ	Section: Plans and Support Unit / Conservation and Development Section/ Monitoring and Enforcement Section
Position: Forester I	Division:

MONTHLY ACCOMPLISHMENT MONITORING FORM for: December 1 - 31, 2021

A. TARGET- RELATED ACTIVITIES	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
	√			TO#4463	validation/inspection	Enhanced National Greening Program (ENGP)	Conducted validation in 12 sites located at So. Bating, Milagrosa, Bulalacao, Oriental Mindoro	3 days including travel time
	√			TO#4657	Coordination	Enhanced National Greening Program (ENGP)	Followed up the documents of the ENGP Contractors	1 day including travel time
B. MISCELLANEOUS ACTIVITIES (other activities related to the Division or Office outside of the targets)			√		for action letters and memoranda, assisting clients and other duties assigned by supervisor	Conservation and Development	*Answered in a form of memorandum and letter *Assisted the clients	9 days
C. OTHER FUNCTIONS AND DUTIES (other activities not related to the Division but other designations, functions and concurrent capacities)								

Signature of the Employee: KATHREEN C. DIAZ

Date Accomplished: _____

Verified by the Immediate Supervisor:

JOSE Y. MONTECALVO
SEMS/ CDS Chief