



January 26, 2022

MEMORANDUM

FOR : The Regional Executive Director
DENR MIMAROPA Region

THRU : The Assistant Regional Director for Management Services


ATTENTION : The Chief, Planning and Management Division

FROM : The OIC-PENR Officer

SUBJECT : **SUBMISSION OF OFFICE PERFORMANCE AND
COMMITMENT REVIEW (OPCR) WITH RATING
FOR THE SECOND SEMESTER (JULY-DECEMBER)
C.Y 2021**


Submitted is the Officer Performance and Commitment Review (OPCR) with rating for the Second Semester (July – December) C.Y. 2021 of the undersigned.

For your review and approval.


IMELDA M. DIAZ

OFFICE PERFORMANCE COMMITMENT AND REVIEW (OPCR)

I, IMELDA M. DIAZ, OIC, PENR Officer of the DENR- PENRO Marinduque, commit to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period July, 2021 to December, 2021.


IMELDA M. DIAZ
 OIC, PENR Officer
 Date: _____

Reviewed by:	Date:		Date:	Approved by:		Date:				
DONNA MAYOR-GORDOVE, CESO IV Assistant Regional Director for Management Services		VICENTE B. TUDDAO, JR., Ph.D., CESO IV Assistant Regional Director for Technical Services		MARIA LOURDES G. FERRER, CESO III Regional Executive Director - DENR MIMAROPA Region						
<div><div></div><div>5.0 - Outstanding</div></div> <div><div></div><div>4.0 - 4.99 - Very Satisfactory</div></div> <div><div></div><div>3.0 - 3.99 - Satisfactory</div></div> <div><div></div><div>2.0 - 2.99 - Unsatisfactory</div></div> <div><div></div><div>1.0 - 1.99 - Poor</div></div>										
P/A/Ps	Performance Indicator (Target + Measures)	Allotted Budget	Division/Individual Accountable	Actual Accomplishment	RATING				Remarks	
					Quantity	Quality	Timeliness	Average		
GENERAL ADMINISTRATION AND SUPPORT										
Budget Utilization Rate (BUR)	100% budget utilization rate submitted to RO on or before the 10th day following the end of the year (10 January, 2022)		PENR Officer Chief, Management Services Division - Finance Section Chief, Technical Services Division	94% budget utilization rate submitted to RO on January 05, 2022		4.500	5.000	4.750	Scope of Coverage: COA-DBM Memorandum Circular 2019-1, 2021 Annual BUR all funds (Obligations BUR, Disbursement BUR) MOVs: PENRO- transmittal (through email) to RO-FD Dimensions to Measure: Quality & Timeliness Remarks: Sent via email: Compliant	
Submission of Budget and Financial Accountability Reports (BFARs)	8 Budget and Financial Accountability Reports (BFARs) based on DBM-COA Joint Circular No. 2019-01 Updated Guidelines Relative to Budget and Financial Accountability Report (BFARs) Starting FY 2019 submitted on the prescribed period as follows:	6,000	PENR Officer Chief, Management Services Division - Finance Section - Planning Section	Submission Dates:		5.000	4.379	4.690	PENRO submit to RO based on the Memo of USEC The dated 8 Jan. 2021 Scope of Coverage: Jan. - Dec. 2021 MOVs: PENRO transmittal to RO-FD Dimensions to Measure: Quality & Timeliness Remarks: Sent via email: Compliant	
	* BAR No. 1(QPRO) submitted every end of the quarter			3rd Quarter - September 29, 2021		5.000	3.283	4.142		
				4th Quarter - December 31, 2021		5.000	3.000	4.000		
	* FAR No. 1 (SAAOBD) submitted every 10th day of the succeeding quarter			Submission Dates:						
				3rd Quarter - October 05, 2021		5.000	5.000	5.000		
				4th Quarter - January 05, 2021		5.000	5.000	5.000		
	* FAR No. 1A (SAAODBOE) Quarterly Report of Obligations submitted every 10th day of the succeeding quarter			Submission Dates:						
				3rd Quarter - October 05, 2021		5.000	5.000	5.000		
				4th Quarter - January 05, 2022		5.000	5.000	5.000		
	* FAR No. 1B (LASA) Quarterly Report of Obligation submitted every 10th day of the succeeding quarter			Submission Dates:						
			3rd Quarter - October 04, 2021		5.000	5.000	5.000			
			4th Quarter - January 05, 2022		5.000	5.000	5.000			
* FAR No. 5 (QRROR) submitted every 10th of the succeeding quarter			Submission Dates:							
			3rd Quarter - October 01, 2021		5.000	5.000	5.000			
			4th Quarter - January 03, 2022		5.000	5.000	5.000			
* FAR No. 1-C submitted every 10th of the succeeding quarter			Submission Dates:							
			3rd Quarter - October 07, 2021		5.000	3.566	4.283			
			4th Quarter - January 17, 2022		5.000	2.701	3.851			
	* FAR No. 3 Aging and Due and Demandable Obligations (ADDO) on or before the 10th day following the end of the year			Submission Dates: January 10, 2022		5.000	3.000	4.000	PENRO to submit to RO on or before 10th day following the end of the year Scope of Coverage: Jan. - Dec. 2021 MOVs: PENRO transmittal to RO - FD Dimensions to Measure: Quality & Timeliness Remarks: Sent via email: Compliant	
	* FAR No. 4 Monthly Report of Disbursement (MRD) submitted on or before the 3rd day of the succeeding month			Submission Dates: July - July 27, 2021 August - August 25, 2021 September - October 04, 2021 October - October 29, 2021 November - December 1, 2021 December - January 04, 2022		5.000 5.000 5.000 5.000 5.000 5.000	4.101 5.000 2.949 5.000 3.707 2.949	4.550 5.000 5.000 3.975 4.354 3.975	PENRO to submit to RO on or before 10th day following the end of the month Scope of Coverage: Jan. - Dec. 2021 MOVs: PENRO transmittal to RO - FD Dimensions to Measure: Quality & Timeliness Remarks: Sent via email: Compliant	

P/A/Ps	Performance Indicator (Target + Measures)	Allotted Budget	Division/Individual Accountable	Actual Accomplishment	RATING				Remarks
					Quantity	Quality	Timeliness	Average	
Sustained compliance with COA Audit Findings	30% of Prior Year's audit recommendations fully implemented as shown in COA CAAR Status of Implementation of Prior Years recommendations (Part III) by September 30, 2021 with report submitted to RO		PENR Officer Chief, Management Services Division - Finance Section	100% of Prior Year's audit recommendations fully implemented as shown in COA CAAR Status of Implementation of Prior Years recommendations (Part III) by August 25, 2021 with report submitted to RO	5.000		5.000	5.000	Fully implement the 30% of prior years' audit recommendations as shown in the report on status of implementation of prior years' recommendations. These recommendation will exclude the PPE related items for Annual Audit Report (AAR) DMC MC 2020-01 dated 2 June 2020 Scope of Coverage: 2020 CAAR based on the date of issuance by COA MOVs: Agency Action Plan Status of Implementation (AAPSI) submitted to RO-FD Dimensions to Measure: Quantity & Timeliness Remarks: 1 item for implementation based on COA CAAR, fully implemented already.
	50% of current year's audit observations and recommendations fully implemented as shown in CAAR Observation and Recommendations (Part II) by September 30, 2021 with report submitted to RO		PENR Officer Chief, Management Services Division - Finance Section	50% of current year's audit observations and recommendations fully implemented as shown in CAAR Observation and Recommendations (Part II) by September 24, 2021 with report submitted to RO	3.000		5.000	4.000	PENRO submitted to the RO; Scope of Coverage: 2020 CAAR based on the date of issuance by COA MOVs: Agency Action Plan Status of Implementation (AAPSI) submitted to RO - FD Dimensions to Measure: Quantity & Timeliness Remarks: 2 Items are for implementation based on COA CAAR, 1 fully implemented the other 1 is not yet implemented
	100% compliance to PhilGEPS conditions by January 31, 2022		PENR Officer Chief, Management Services Division - Administrative Section - Procurement Unit - PBAC	100% compliance to PhilGEPS conditions by January 26, 2022	3.000		4.283	3.642	Implementation of Good Governance Conditions. Submission of PENRO copy furnish RO Scope of Coverage: 1 Jan. 2021- 31 Dec. 2021 MOVs: PhilGEPS Generated PBB Report at https://data.philgeps.gov.ph or proof of submitted justification to ao25secretariat@dap.edu.ph Dimensions to Measure: Quantity & Timeliness Remarks: Compliant
	50% of the total value of eligible projects conducted from the submission of NEP to Congress and with approved indicative APP		PENR Officer Chief, Management Services Division - All Section/Unit Chief, Technical Services Division - All Section/Unit PBAC	79.56% of the total value of eligible projects conducted Early Procurement Activity (EPA) with notarized certification submitted to GPPB on January 19, 2022	5.000		5.000	5.000	Early Procurement as per PBB 2021 Guidelines subject to issuance of PBB Guidelines Scope of Coverage: CY 2022 MOVs: Submitted Certificate to GPPB Dimensions to Measure: Quantity & Timeliness Remarks: Submission of the EPA Certification under Oath using the applicable prescribed template on or before 31st of January of the fiscal year. Compliant
	100% of Annual Procurement Plan-Common Use and equipment (APP-CSE) CY 2022 submitted to DBM-PS on the prescribed format based on DBM Circular Letter 2013-14 dated November 29, 2013 on the prescribed period set by DBM-PS (October 29, 2021)	5,000	PENR Officer Chief, Management Services Division - Administrative Section - GSU/Procurement Unit PBAC	100% of Annual Procurement Plan-Common Use and equipment (APP-CSE) CY 2022 submitted to DBM-PS on the prescribed format based on DBM Circular Letter 2013-14 dated November 29, 2013 on the prescribed period set by DBM-PS on August 26, 2021 through the PhilGEPS virtual store.		5.000	5.000	5.000	Copy furnished RO Scope of Coverage: CY 2022 MOVs: http://ps=philgeps.gov.ph/home/index.php/agency-relations/app-cse-2022 - submission list of agencies with successful 2022 APP-CSE submission on the Virtual Store Dimensions to Measure: Quality & Timeliness Remarks: Compliant
	100% of request for maintenance and repair of DENR properties/facilities and vehicles addressed acted upon within the day upon request	120,000	PENR Officer Chief, Management Services Division - Administrative Section - GSU/Procurement Unit	100% of request for maintenance and repair of DENR properties/facilities and vehicles addressed acted upon within the day upon request		5.000	3.000	4.000	MOVs: Vehicles: Purchase request; technical report prepared; acceptance from end-user; Statement of Account, inspection report, receipts Buildings: Purchase request; pre tech report; estimate specs; description; canvass; acceptance; billing Dimensions to Measure: Quality & Timeliness Remarks: Compliant
	100% Certification of Leave Credits as of 30 June 2021 issued by 31 August 2021		PENR Officer Chief, Management Services Division - Administrative Section	100% Certification of Leave Credits as of 30 June 2021 issued by 15 July 2021		5.000	5.000	5.000	Scope of Coverage: CSC Leave Laws CSC MC 40, series of 1998 MOVs: Leave Credits Certification Dimensions to Measure: Quality & Timeliness Remarks: Compliant: Posted in the PENRO Bulletin Board

P/A/Ps	Performance Indicator (Target + Measures)	Allotted Budget	Division/Individual Accountable	Actual Accomplishment	RATING				Remarks
					Quantity	Quality	Timeliness	Average	
	1 Learning and Development intervention per employee by end of December 2021		PENR Officer Chief, Management Services Division Chief, Technical Services Division	1 Learning and Development intervention per employee by end of December 2021		5.000	5.000	5.000	Scope of Coverage: FY 2021 L & D intervention MOVs: TDRIS database, Regional HRD database, Coaching Plan and Coaching Form Dimensions to Measure: Quantity & Timeliness Remarks: Complied
Actions on Documents/Requests	100% documents acted upon with partial minor revision need 7 working days for simple documents and 15 working days for complex documents upon receipt		PENR Officer Chief, Management Services Division Chief, Technical Services Division All Employees	100% documents acted upon with partial minor revision need 7 working days for simple documents and 15 working days for complex documents upon receipt		5.000	5.000	5.000	Scope of Coverage: 100% of the received documents MOVs: Based on Document Tracking System, Logbook, Based on WFP as simple or complex documents Dimensions to Measure: Quality & Timeliness Remarks: Compliant
Attendance to meetings/workshops/conferences	100% of meetings / workshops/ conferences with reports submitted 7 working days after attendance in local (inter-agency) and 30 working days in foreign meetings / workshops conferences		PENR Officer	100% of meetings / workshops/ conferences with reports submitted 7 working days after attendance in local (inter-agency) and 30 working days in foreign meetings / workshops conferences			5.000	5.000	Scope of Coverage: Meetings attended by head of office or meetings of head of office delegated to staff MOVs: Report, matrix of workshop and conference S.O. and Notice of meeting Dimensions to Measure: Timeliness Remarks: Compliant
SUPPORT TO OPERATIONS									
Data Management including Information Systems Development and Maintenance	100% Maintained functional Information Systems with reports submitted to RO 5 days after the end of each quarter * Information System developed by Regional Office 1. Document Tracking System (DATS) * Information Systems developed by Central Office 1. eNGAS 2. eBudget * Information Systems developed by FMB 1. Enhanced Forest Information System (eFIS) 2. LAWIN * Information System developed by LMB 1. LAMS	20,000	PENR Officer Chief, Management Services Division - Planning Section - ICT Unit	100% Maintained functional Information Systems with Quarterly reports submitted to RO via email on the following dates: 3rd Quarter - October 01, 2021 4th Quarter - January 03, 2022 * Information System developed by Regional Office 1. Document Tracking System (DATS) * Information Systems developed by Central Office 1. eNGAS 2. eBudget * Information Systems developed by FMB 1. Enhanced Forest Information System (eFIS) 2. LAWIN		5.000 5.000 5.000	5.000 5.000 5.000	5.000 5.000 5.000	Scope of Coverage: Information Systems developed by Regions MOVs: Quarterly reports submitted to RO Dimensions to Measure: Quality & Timeliness Remarks: Compliant
	100% Maintained functional Databases with reports submitted to RO 10 days after the end of each quarter		PENR Officer Chief, Management Services Division - Planning Section - ICT Unit Chief, Technical Services Division	100% Maintained functional Databases with Quarterly Reports submitted to Regional Office via email on the following dates: 3rd Quarter - October 01, 2021 4th Quarter - January 03, 2022		5.000 5.000 5.000	5.000 5.000 5.000	5.000 5.000 5.000	Scope of Coverage: Database developed indicating the functionality MOVs: Quarterly reports submitted to RO Dimensions to Measure: Quality & Timeliness Remarks: Compliant
	1 Network Infrastructure maintained with 85% uptime with report submitted every 5th days of the following month		PENR Officer Chief, Management Services Division - Planning Section - ICT Unit	One (1) Network Infrastructure maintained with the monthly uptime rates and reports submitted to RO on the following dates: July - 100% (August 02, 2021) August - 100% (September 03, 2021) September - 100% (October 01, 2021) October - 100% (November 02, 2021) November - 100% (December 01, 2021) December - 100% (January 03, 2022)		5.000 5.000 5.000 5.000 5.000 5.000	5.000 5.000 5.000 5.000 5.000 5.000	5.000 5.000 5.000 5.000 5.000 5.000	Scope of Coverage: Regional Offices to PENRO MOVs: Submitted Report generated by RO Dimensions to Measure: Quality & Timeliness Remarks: Compliant Uptime report generated by the Regional Office.
	100% of all e-FIS additional data and information including GIS maps, agreements, area development of all existing tenure uploaded by end of December 2021		PENR Officer as Approver - Technical Services Division - e-FIS Focal Person as Creator/Encoder Assisted by: Chief, Management Services Division - Planning Section - ICT Unit	100% of all e-FIS additional data and information including GIS maps, agreements, area development of all existing tenure uploaded before the end of December 2021 <i>Note: Uploading was done throughout the year</i>		4.500	4.000	4.250	All newly approved tenured instruments shall also be encoded in eFIS. This includes all graduated NGP sites issued with management arrangements. Profile of all existing tenure shall be encoded completely by 2020. For FY 2021, all eFIS additional data and information including GIS maps, agreements, area development shall be completed. Scope of Coverage: Existing tenure, CTPOs MOVs: MDE Forms (CENRO) 1 tenure - 1 record (PENRO and Region) each tenure shall complete profiling, uploaded GIS maps, agreements and area development in eFIS Dimensions to Measure: Quality & Timeliness Remarks: 100% of Tenorial Instruments with complete documents (maps and contracts/agreement) were uploaded and submitted through the e-FIS.

P/A/Ps	Performance Indicator (Target + Measures)	Allotted Budget	Division/Individual Accountable	Actual Accomplishment	RATING				Remarks
					Quantity	Quality	Timeliness	Average	
	100% of requested IT-related Technical Assistance acted upon with 80% satisfactory ratings within 3 working days		PENR Officer Chief, Management Services Division - Planning Section - ICT Unit	100% of requested IT-related Technical Assistance acted upon with 100% satisfactory ratings same day upon request		5.000	5.000	5.000	Forms from KISS-NIMD to be "cascaded" to R.O. Scope of Coverage: DENR Co- whole year; pull out not included; April to Dec. 2021 after the ICT workshop on 16-18 March 2021 MOVs: Consolidated report Dimensions to Measure: Quality & Timeliness Remark: Consolidated Report from the duly filled up service request form.
Production and Dissemination of Technical and Popular Materials in the Conservation of Natural Resources and Environmental Education including an Encyclopedia on Biodiversity	1 Environmental Event/Activity organized based on FY 2021 WFP for the Second Semester	16,000	PENR Officer - PENRO Information Officer	2 Environmental Events/Activities organized with the following activities and dates conducted: 1. International Coastal Clean-Up at Brgy. Capayang, Hinanggayon, Argao, Balanacan and Ino, Mogpog. on September 18, 2021 2. Observance of 18-Day Campaign to End VAWC from November 25, 2021 - December 12, 2021 > Hanging of Streamer > Distribution of IEC Materials and IEC on Safe Spaces Act to PAMB Members during the PAMB Meeting on November 25, 2021 > Participation to Film Showing on December 10, 2021	5.000		4.000	4.500	Scope of Coverage: Regional, PENROs and CENROs based on WFP MOVs: list of environmental events: activity reports Dimensions to Measure: Quantity & Timeliness Remarks: Reports submitted to RO and included in the GAD Annual Accomplishment Report CY 2021
Formulation and Monitoring of ENR Sector Policies, Plans, Programs and Projects	100% monthly Accomplishment Reports based on targets compliant to the prescribed format submitted to the Regional Office thru the Planning and Management Division every 30th day of the Month	46,000	PENR Officer Chief, Technical Services Division - All Sections - NGP Coordinator/Focal Chief, Management Services Division - Planning Section - All Section Chiefs Protected Area Management Office	100% monthly Accomplishment Reports based on targets compliant to the prescribed format submitted to the Regional Office thru the Planning and Management Division with the following dates of submission: July - July 30, 2021 August - August 27, 2021 September - September 28, 2021 October - October 28, 2021 November - November 29, 2021 December - December 29, 2021		4.500	5.000	4.750	Scope of Coverage: Monthly consolidated report of PENROs MOVs: accomplishment report submitted and received by RO PMD-MES Dimensions to Measure: Quality & Timeliness Remarks: Compliant. Submitted through the google sheet of the PMD-MES and e-copy sent via email
	FY 2022 Annual Work and Financial Plan based on 2022 Planning Guidelines submitted to the Regional Executive Director thru the Planning and Management Division on the October 15, 2021	26,000	PENR Officer Chief, Technical Services Division - All Sections - NGP Coordinator/Focal Chief, Management Services Division - Planning Section - All Section Chiefs Protected Area Management Office PGADFPS	FY 2022 Annual Work and Financial Plan based on 2022 Planning Guidelines submitted to the Regional Executive Director thru the Planning and Management Division on October 13, 2021		4.500	3.849	4.175	Scope of Coverage: FY 2022 MOVs: Endorsement of WFP with acknowledgement of RO PPS Dimensions to Measure: Quality & Timeliness Remarks: Encoded at PMD-PPS Google Sheet before October 13, 2021
	FY 2022 Revised Work and Financial Plans based on comments submitted to RO-PMD 5 days upon receipt		PENR Officer Chief, Technical Services Division - All Sections - NGP Coordinator/Focal Chief, Management Services Division - Planning Section - All Section Chiefs Protected Area Management Office PGADFPS	FY 2022 Revised Work and Financial Plans based on comments submitted to RO-PMD 3 days upon receipt		4.500	3.849	4.175	All offices should submit the revised WFP based on comments of RO - PMD 5 days upon receipt of the comments Scope of Coverage: Memo for comments (hard copy provided) and the number of days submitted the revised WFP by the offices concerned MOVs: received copy (electronic or hardcopy) of revised wfp submission Dimensions to Measure: Quality & Timeliness Remarks: Memo re Consolidated Comments on MIMAROPA WFP dated November 26, 2021. Revisions were coordinated to the PMD-PPS with official memo date November 29, 2021.

P/A/Ps	Performance Indicator (Target + Measures)	Allotted Budget	Division/Individual Accountable	Actual Accomplishment	RATING				Remarks
					Quantity	Quality	Timeliness	Average	
NATURAL RESOURCES ENFORCEMENT AND REGULATORY PROGRAM									
Issuance of Wildlife Permits/ Clearances and Certifications	100% wildlife permit and/or clearance application acted upon within the prescribed period - 600 (Target for 2nd Semester CY 2021)	140,000	PENR Officer Chief, Technical Services Division - Regulation and Permitting Section - Wildlife Resource Permitting Unit	107% wildlife permit and/or clearance application acted upon within one (1) day upon request - 644 accomplishment for the Second Semester CY 2021	3.495	5.000	5.000	4.498	Refers to all applications for permits, clearances and certifications received by the concerned DENR Offices and acted upon whether approved or disapproved within 7 days from date of receipt provided all requirements are complied with, (Certificate of wildlife registration, wildlife farm permits, export/import permits/certifications, local transport permit, clearance to operate zoological park/botanical garden and research permits). Scope of Coverage: breakdown of permit clearance timeline per UWM MOV's: supporting documents stated RA 9147 DAO 2004-55, DAO 2004-60) Dimensions to Measure: Quality & Timeliness Remarks: Compliant
	180 km of patrol conducted within conservation area uploaded to the Lawin Server by end of December 2021	288,000	PENR Officer Chief, Technical Services Division - Monitoring and Enforcement Section Protected Area Management Office	222.65 km of patrol conducted within conservation area uploaded every month to the Lawin Server for the 2nd Semester	4.636		4.500	4.5680	CENRO: at least 10 km regular patrol conducted (monthly) Scope of Coverage: Total forestland MOV's: Based on the data uploaded on the Lawin server Dimensions to Measure: Quantity & Timeliness Remarks: Compliant
	75% percent of the observed threats had action taken with reports submitted by the end of December 2021		PENR Officer Chief, Technical Services Division - Monitoring and Enforcement Section Protected Area Management Office	100% percent of the observed threats had action taken with reports submitted by the end of December 2021	5.000		5.000	5.000	If the threat is classified as simple, 100% of the observed threats had actions taken. If the threat is complex, 75% of the observed threats had actions taken Scope of Coverage: Total forestland MOV's: Based on the data uploaded on the Lawin server and reports submitted Dimensions to Measure: Quantity & Timeliness Remarks: 2 Threats observed for the Second Semester CY 2021 with actions taken Remarks: Compliant
Resolution of Land Cases with claims and conflicts cases	80% of 2 land cases resolved amicably and through regular procedure by the end of December 2021	17,000	PENR Officer Chief, Technical Services Division - Regulation and Permitting Section - Patent and Deeds Unit	100% of 2 land cases resolved amicably and through regular procedure by the end of December 2021 1. <i>Lynette M. Mantawid (Claimant/Protestant) vs. Luzviminda L. Bacon, Natividad Lasic, Sotero Lasic, et al (Claimants)</i> - Final Order dated June 21, 2021 2. <i>Sonia M. Maceda by: Emerita M. Jambalos (Claimant/Protestant) vs Wilfredo B. Labatete (Claimants/Respondent)</i> - Final Order dated October 29, 2021	4.707		5.000	4.854	Scope of Coverage: Land disputes/cases resolved amicably based on DAO 2016-30 and through regular procedure based on DAO 2016-31 within the year MOV's: order of compromise agreement signed by the PENRO or the RED. Final decision/ resolution/order signed by the RED Dimensions to Measure: Quantity & Timeliness Remarks: Land Cases Resolved for the following: 1. <i>Lynette M. Mantawid (Claimant/Protestant) vs. Luzviminda L. Bacon, Natividad Lasic, Sotero Lasic, et al (Claimants)</i> 2. <i>Sonia M. Maceda by: Emerita M. Jambalos (Claimant/Protestant) vs Wilfredo B. Labatete (Claimants/Respondent)</i>
Collection of Revenues	161,000 collected and deposited to BTr with monthly report of collection every 5th day of the following month		PENR Officer Chief, Technical Services Division - Regulation and Permitting Section - Monitoring and Enforcement Section Protected Area Management Office Chief, Management Services Division - Administrative Section - Cashiering Unit - Finance Section - Accountant	Php 178,610.25 revenue collected and deposited to BTr with report of collection on the following dates: July - July 30, 2021 August - August 30, 2021 September - September 28, 2021 October - October 28, 2021 November - November 26, 2021 December - December 21, 2021	3.778		5.000 5.000 5.000 5.000 5.000 5.000	4.389	Scope of Coverage: Lands-Foreshore, patrimonial and Gov't properties. PA-Issuance of Wildlife permits, income generated through visitor entrance. FMB-forest revenue collected with official receipt covering all corporate tenures (IFMA, SIFMA FLGMA, FLAG, FLAgT) MOV's: Monthly report of collection, deposit slip Dimensions to Measure: Quantity & Timeliness

P/A/Ps	Performance Indicator (Target + Measures)	Allotted Budget	Division/Individual Accountable	Actual Accomplishment	RATING				Remarks
					Quantity	Quality	Timeliness	Average	
	5% increase of revenue collection based on previous year's collection		PENR Officer Chief, Technical Services Division - Regulation and Permitting Section - Monitoring and Enforcement Section Protected Area Management Office Chief, Management Services Division - Administrative Section - Cashiering Unit - Finance Section - Accountant	34% increase in revenue collection from previous year's collection with a total of Php 396,224.23 revenue collected for CY 2021 with the following breakdown: Forest Revenue Collection: Php 110,224.70 Lands Revenue Collection: Php 153, 739.53 Issuance of Wildlife Permits: Php 132, 280.00	5.000		5.000	5.000	Scope of Coverage: Lands-Foreshore, patrimonial and Gov't properties. PA-Issuance of Wildlife permits, income generated through visitor entrance. FMB-forest revenue collected with official receipt covering all corporate tenures (IFMA, SIFMA FLGMA, FLAG, FLAgT) MOV's: Notice of bills/demand letters issued to lessees (no.) Revenues collected (PhP'000) Revenues deposited (PhP'000) Dimensions to Measure: Quantity & Timeliness Remarks: CY 2020 Revenue Collected is Php 295,895.83 Forest - Php 83,036.36 Lands - Php 116,659.47 Wildlife - Php 96,200.00 No collection of revenue from income generated through visitor's entrance since the MWS is closed until Dec. 2021
Appraisal of Foreshore Leases	2 Appraisal of Foreshore Lease with appraisal report submitted to RO by December 15, 2021	10,000	PENR Officer Chief, Technical Services Division - Regulation and Permitting Section - Patent and Deeds Unit	2 Appraisal of Foreshore Lease with appraisal report submitted to RO on the following dates: > FLA of Herminia Revilla located in Pootoy, Torrijos, Marinduque - October 7, 2021 > FLA of Zenaida L. Bayot located in Bachao-Ibaba, Gasan, Marinduque - December 1, 2021	3.000		5.000 5.000 5.000	4.000	Based on applications filed Scope of Coverage: Appraisal report of foreshore lease received by LMB within the year MOV's: PENRO transmittal memo to RO; list of FLAs received for appraisal provided by LMB Dimensions to Measure: Quantity & Timeliness Remarks: Applications Endorsed to RO
NATURAL RESOURCES CONSERVATION AND DEVELOPMENT PROGRAM									
Protected Areas Development and Management	2 PAMB Resolutions approved with minutes of meeting submitted by December 15, 2021	323,000	PENR Officer - Protected Area Superintendent (PASu) - MWS	7 PAMB Resolutions approved with minutes of meeting submitted on the following dates: - 3rd Quarter - 1 Resolution submitted on October 29, 2021 - 4th Quarter - 6 Resolutions submitted on January 14, 2022	5.000		3.495 5.000 1.990	4.248	Scope of Coverage: All Protected Areas MOV's: PAMB Resolutions with approved minutes Dimensions to Measure: Quantity & Timeliness Remarks: - 3rd PAMB meeting conducted on September 23, 2021 - 4th PAMB Meeting conducted on November 05, 2021
	1 PA-MWS with BMS conducted semi-annually submitted to BMB through the Regional Executive Director based on DMC 2007-04 10 days after completion	250,000	PENR Officer - Protected Area Superintendent (PASu) - MWS	1 PA-MWS with BMS conducted semi-annually submitted to BMB through the Regional Executive Director based on DMC 2007-04 60 days after completion	3.000		1.303	2.152	Scope of Coverage: Breakdown of PAs MOV's: BMS Report (Semi-Annual) Dimensions to Measure: Quantity & Timeliness Remarks: BMS Conducted on July 29-30, 2021. Report submitted to RO on October 1, 2021
	1 Cave Assessed and classified with report submitted to BMB based on DMC 2007-04 by December 15, 2021	300,000	PENR Officer Chief, Technical Services Division - Conservation & Development Section - Biodiversity Conservation Unit	1 Cave Assessed and classified with report submitted to BMB based on DMC 2007-04 through the Regional Office on November 17, 2021	3.000	5.000	5.000	4.333	Priority caves within Pas; Substitute for GAA indicator which is caves established/conserved Scope of Coverage: PAs and non-Pas MOV's: cave assessment report with recommended classification & with signed map (grade 3c or higher) Dimensions to Measure: Quantity, Quality & Timeliness
Land Survey, Disposition and Records Management	40 patents for residential land processed within 120 calendar days and approved and transmitted to RoD based on RA 10023 and IRR for the Second Semester CY 2021	234,000	PENR Officer Chief, Technical Services Division - Regulation and Permitting Section - Patent and Deeds Unit	49 patents for residential land processed within 120 calendar days and approved and transmitted to RoD based on RA 10023 and IRR for the Second Semester CY 2021	4.566	5.000	5.000	4.855	Format of transmittal based on DAO 2019-11. LMB will provide template for reporting accomplishments on patent issuance Scope of Coverage: Transmitted to RoD within current year MOV's: transmittal sheets with stamp received by RoD, signed judicial form, listings in excel Format Dimensions to Measure: Quantity, Quality & Timeliness Remarks: July - 2 Patents Issued November - 47 Patent Issued

P/A/Ps	Performance Indicator (Target + Measures)	Allotted Budget	Division/Individual Accountable	Actual Accomplishment	RATING				Remarks
					Quantity	Quality	Timeliness	Average	
	250 approved survey plans through LAMS by end of December 2021	625,000	PENR Officer Chief, Technical Services Division - Regulation and Permitting Section - Patent and Deeds Unit	256 submitted to RO for approval survey plans LAMS before the end of December 2021	3.141		4.500	3.821	7 days-simple; 15 - complex; LMB will provide MOV's Scope of Coverage: survey plans approved within the year MOV's: approved survey plans verified using LAMS Dimensions to Measure: Quantity & Timeliness Remarks: Survey Plans forwarded to RO for their approval.
Forest Development, Rehabilitation and Protection	70.0 hectares planted with at least 85% survival rate inspected within 30 calendar days after request for inspection	1,473,000	PENR Officer Chief, Technical Services Division - Conservation & Development Sect. - NGP Coordinator/Focal	70.0 hectares planted with 100% survival rate inspected within 15 calendar days after request for inspection	3.000	5.000	5.000	4.333	Memo instructions for 1. Format of inspection report and 2. conduct of inspection Scope of Coverage: Regular only (not CO-based and continuing) MOV's: shall be compiled by project preferably in a folder to include the ff:LOA, PO workplan, letter request for inspection, memo submitting the inspection report, geotagged photos, map and disbursement vouchers. List/matrix NGP planted area with inspection report Dimensions to Measure: Quantity, Quality & Timeliness Remarks: Inspected for Survival Rate on December 10-11, 2021. Request for inspection dated December 1, 2021
	72.0 hectares planted area maintained and protected (2019-2021 plantation establishment) with at least 85% survival inspected within in 30 days after request for inspection	360,000	PENR Officer Chief, Technical Services Division - Conservation & Development Sect. - NGP Coordinator/Focal	72.0 hectares planted area maintained and protected (2019-2021 plantation establishment) with average of 87% survival rate inspected within in 15 days after request for inspection	3.000	5.000	5.000	4.333	Target based on regional budget proposal Scope of Coverage: 2019-2021 established plantation MOV's: shall be compiled by project, preferably in a folder to include the ff:LOA, PO workplan, letter request for inspection, memo submitting the inspection report, geotagged photos, map and disbursement vouchers. List/matrix NGP planted area with inspection report Dimensions to Measure: Quantity, Quality & Timeliness Remarks: Inspected for Survival Rate on December 17, 2021. Request for inspection dated December 8, 2021 for 12.0 hectares bamboo plantation and December 15, 2021 for 60 hectares nipa plantation
OTHER CROSS CUTTING INDICATORS									
Conduct of Client Satisfactory Survey/QMS Implementation	80% of stakeholders rated the Office Performance as satisfactory by end of December 2021 and result submitted to Citizen's Charter Committee		PENR Officer Chief, Technical Services Division Chief, Management Services Division	81% of stakeholders filled out and rated the Office Performance as Very Satisfactory by December 17, 2021 and submitted/encoded through the Survey 123 Software of the Central Office to generate the result - 1,485 CSS (1,350 - External Client ; 135 - Internal Client)		4.650	5.000	4.825	Scope of Coverage: Internal and External processes/ services based on Citizen's Charter MOV's: Submission of CSS summary rating to Citizen's Charter Committee before the last working day of Jan. 2022; computed rating of satisfaction Dimensions to Measure: Quality & Timeliness Remarks: 1,830 CSS were reported however, only 1,485 rated and filled out the CSS Form. All of the 1,485 CSS Forms duly filled out forms were encoded in the Survey123 Software of the Central Office (1,350 - External Client ; 135 - Internal Client) DENR MIMAROPA obtained an over-all Average CSS Score of 4.65 which is equivalent to Very Satisfactory rating based on the 2021 Client Satisfaction Survey Report of the DENR
Streamlining and Process Improvement of Critical Services (SPICS)	100% of external clients served within the standards set in the Citizen's Charter		PENR Officer Chief, Technical Services Division Chief, Management Services Division	100% of external and internal clients served within the standards set in the Citizen's Charter Monitoring Report of Services to External & Internal Clients submitted on the following: 1st Semester: July 16, 2021 2nd Semester: Dec. 17, 2021		5.000	5.000	5.000	Advisory will be issued on the deadline of submission by PMED; timeliness will be measured on the processing of the Citizen's Charter (CC) Scope of Coverage: External services; CY 2021 transactions MOV's: Streamlining monitoring forms, Form A and A1 Dimensions to Measure: Quality & Timeliness Remarks: Submission of CSS Reports semi-annually

P/A/Ps	Performance Indicator (Target + Measures)	Allotted Budget	Division/Individual Accountable	Actual Accomplishment	RATING				Remarks
					Quantity	Quality	Timeliness	Average	
Freedom of Information	100% compliance of the four (4) updated Freedom of Information (FOI) requirements based on the Presidential Communications Operations Office requirements by January 29, 2022 per MC No. 02-2021		PENR Officer Chief, Management Services Division - Administrative Section - Records Officer	100% compliance of the four (4) updated Freedom of Information (FOI) requirements based on the Presidential Communications Operations Office requirements on January 21, 2022		4.500	5.000	4.750	Scope of Coverage: DENR Central office-online queries; walk-in clients MOV's: Plaque of Recognition/Certification of Compliance from PCOO Dimensions to Measure: Quality & Timeliness Remarks: FOI Annual Report submitted on January 17, 2022, complaint with the posting of the 1-page FOI Manual in PENRO Office and PENRO Website on January 21, 2022
Average Rating:					3.964	4.866	4.581	4.536	
CATEGORY					Rating				
Total Overall Rating									
Final Average Rating					4.536				
Adjectival Rating					VERY SATISFACTORY				
Assessed by:					Final Rating:				
VICENTE B. TUDDAO, JR., Ph.D., CESO IV Assistant Regional Director for Technical Services	Date:	DONNA MAYOR-GORDOVE, CESO IV Assistant Regional Director for Management Services Performance Management Team (PMT)	Date:	MARIA LOURDES G. FERRER, CESO III Regional Director, DENR MIMAROPA Region				Date:	

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