


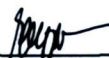
B. Individual Performance Commitment and Review Form

INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW FORM

I, **MARITES B. LANDICHO**, **Credit Officer I/In-Charge, Budget Unit** of the **Finance and Administrative Section of the DENR-PENRO** 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 January to December, 2023

MARITES B. LANDICHO
Ratee

Date: **APR 25 2023**

Reviewed by: 		Date: APR 27 2023		Approved by: 		Date: APR 27 2023	
MARICEL V. SUPLEO Chief, Administrative and Finance Section				MARICEL V. SUPLEO Chief, Management Services Division			
Output	Success Indicators (targets+measures)	Actual Accomplishments	Rating				Remarks
			Quality	Quantity	Timeliness	Average	
General Support and Administration							
Project Procurement Plan	1 PPMP-CSE prepared and submitted to Chief, MSD, 1 day before prescribed format						
Budget Utilization Rate	100% of claims reviewed and signed Box B of Ors within 30 minutes upon receipt						
Submission of Budget and Financial Accountability Reports (BFARs)	3 Budget and Financial Accountability Reports (BFARs) based on DBM-COA Joint Circular No. 2019-01 "Updated Guidelines relative to Budget and Financial Accountability Reports (BFARs) starting FY 2019 submitted on the prescribed period as follows: -FAR No. I (SAAOBD) submitted to PENRO thru electronic mail every 10th day following the end of each quarter -FAR No. I-A (SAAODBOE) submitted thru electronic mail every 10th day following the end of each quarter FAR No. I-B (LASA) submitted to PENRO thru electronic mail every 10th day following the end of each quarter						
Registry of Allotment and Obligations and Disbursement	36 RAOD (PS, MOOE & CO) reviewed and submitted to Admin and Finance Section every end of the month						
Monthly Financial Monitoring Report	100% Financial Monitoring Report reviewed and submitted to the Regional Office every end of the month.						
Sustained compliance with COA Audit Findings	50% of total audit recommendations (prior and current fully implemented as shown in COA CAAR Status of implementation of Prior Years Recommendations on December 1, 2023						

Output	Success Indicators (targets+measures)	Actual Accomplishments	Rating				Remarks
			Quality	Quantity	Timeliness	Average	
Implementation of Good Governance	100% submission of SALN to PENRO based on Section 8 of RA 6713 on February 28, 2023						
	100% of IPCRs commitment based on the approved DPCR submitted to PENRO on April 30, 2023						
	Two (2) rated IPCR submitted to Admin Section 1 day before the prescribed period July-December 2022 and January - June 2023						
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						
Total Over all Rating							
Final Average Rating							
Adjectival Rating							
Comments and Recommendations for Development Purposes							
Discussed with	Date	Assessed by:	Date	Final Rating by:		Date	
MARITES B. LANDICHO Employee		I certify that I discussed my assessment of the performance with the employee MARICEL V. SUPLEO Chief, Management Services Division		ALAN L. VALLE OIC-PENRO			