

INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW (IPCR)

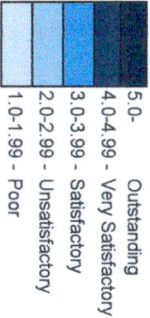
I, **ATTY. FRANCES MARGARETTE A. MENDOZA**, Attorney III of the Legal Division, commit to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period of **January to December 2023**.

ATTY. FRANCES MARGARETTE A. MENDOZA
Date: April 26, 2023

Approved by:

Date:

ATTY. GANDHI G. FLORES
Division Chief



P/A/Ps	Success Indicators	Accomplishment	Rating				Remarks
GENERAL ADMINISTRATION AND SUPPORT							
Implementation of Good Governance Conditions	100% submission of SALN to Personnel Section based on Section 8 of RA 6713 on February 28, 2023		Q1	E2	T3	A4	
	100% of IPCRs commitment based on the approved DPCR submitted to Personnel Section on April 30, 2023						
	100% permanent employees provided Learning and Development intervention on or before December 30, 2023						
Actions on Documents/Requests	100% documents acted upon with minor revision: 7 working days for simple documents and 15 working days for complex documents upon receipt						
Attendance to Meetings/Workshops/Conferences	100% meetings/workshops/conferences with reports submitted: 7 working days after attendance in local (inter-agency) and 30 working days in foreign meetings/workshops/conferences						
SUPPORT TO OPERATIONS							
Legal Services including Operations against Unlawful Titling of Public Land	100% of pleadings reviewed and submitted for filing on the deadline as ordered by the courts, other tribunals and/or OSG - Four (4) pleadings filed and documented						

P/A/Ps	Success Indicators	Accomplishment	Rating				Remarks
			Q1	E2	T3	A4	
NON-PBB INDICATORS							
Activities included in the approved FY 2023 Work and Financial Plan							
	Resolution of complaints/cases						
	a. Administrative (demand-driven)						
	- Conduct of Preliminary Investigation including the issuance of Show Cause Memorandum					as need arises	
	- Preparation of Formal Charge					as need arises	
	- Decisions/Resolutions/Orders issued					as need arises	
	b. ENR-related (forestry, lands, mining, biodiversity-related)						
	- One (1) ocular inspection/investigation conducted						
	- One (1) Order of Investigation issued						
	- One (1) Interlocutory Order drafted						
	- Three (3) Decisions/Resolutions/Orders drafted (land claims and conflicts cases)						
	- One (1) draft complaint for reversion submitted to the RED						
	Representation in Courts and Quasi-Judicial Bodies						
	- Five (5) Court Hearings attended as DENR Counsel						
	One (1) MOA/MOU/Contracts and Permits reviewed						
	One (1) legal opinion/comment rendered/issued						
Other Activity:	Providing Legal Assistance to the PENRO Oriental Mindoro						

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