B. - Individual Performance Commitment and Review Form

INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW FORM

I, <u>Jiely Rose P. Galindez</u> , of <u>DENR CENRO Roxas, Oriental Mindoro</u> , following targets in accordance with the indicated measures for the period January to December 2023	Planning and Management Support Section, commit to deliver and agree to be rated on the attainment of the JIEL ROSE P. GALINDEZ
	Ratee

Reviewed and approved by:	Date: APR 2 5 2023						
ENGR. CAESAR E. QUEBEC CENR Officer			APR 2 6 2023				
P/A/Ps	Performance Indicators Actual Accomplishments (targets+measures)		Quantity Quality Timeliness		Average	Remarks	
GENERAL ADMINISTRATION AND S	UPPORT SERVICE						
Submission of Statement of Assets and Liabilities and Networth (SALN)	One (1) Statement of Assets, Liabilities and Networth (SALN) based on Section 8 of RA 6713 prepared and submitted to In-charge, Administrative Unit on January 9, 2023						
	100% Statement of Assets, Liabilities and Networth (SALN) of CENRO Roxas personnel reviewed and submitted to PENRO Admin Section on February 05, 2023						
Evaluation of Personnel Performance	One (1) IPCR (Commitment) based on approved SPMS guidelines prepared and submitted to Incharge, Administrative Unit on April 36 , 2023						
	100% IPCR Commitment of CENRO Roxas personnel reviewed and submitted to PENRO Admin Section on April 30, 2023						
	Two (2) IPCR with rating prepared and submitted to In-charge, Administrative Unit						
	1 - IPCR with rating (July to December 2022) submitted on February 8, 2023						
	2 - IPCR with rating (January to June 2023) submitted on July 15, 2023						
	100% IPCR with rating of CENRO Roxas personnel reviewed and submitted to PENRO Admin Section on prescribed period						
	1 - July to December 2022						
	2 - January to June 2023						
Budget Utilization Rate	100% budget allocation (All billing documents submitted to PENRO) by December 15, 2023						

Performance Indicators (targets+measures)	Actual Accomplishments	Quantity		ing		
		Quantity	Quality	Timeliness	Average	Remarks
00% Project Procurement Management Plan-CSE PPMP) of CENRO Roxas reviewed and submitted to ENRO on the prescribed period						
00% Project Procurement Management Plan-Non- SE (PPMP) submitted to PENRO on the prescribed eriod						
One (1) inventory report on the Property Plant and quipment (with ledger card) reviewed and submitted to PENRO on March 25, 2023						
One (1) Inventory and Inspection Report of Inserviceable Property (IIRUP) reviewed and ubmitted to PENRO on March 25, 2023						
ight (8) vehicles maintained and repaired with report repared and submitted to PENRO 5 days before the nd of the quarter						
00% office equipment maintained and repaired including generator set, furnitures and fixtures with eport reviewed and submitted to PENRO 5 days efore the end of the quarter						
Three (3) office buildings maintained and repaired with report reviewed and submitted to PENRO 5 days before the end of the quarter						
00% of documents acted upon with partial/ minor evision need 7 working days for simple documents nd 15 days for complex documents upon receipt						
00% of meetings/ workshops/ conference attended with report submitted 7 working days after ttendance in local (inter- agency) and 30 working ays in foreign meetings/ workshops/ conferences						
00% of GAD activities implemented with report repared and submitted to PENRO by the end of lovember 2023						
00% Monthly accomplishment reports based on argets compliant to prescribed format submitted to ENRO Planning Officer every 25th day of the month						
00% of programs/ projects accomplishment nonitored/ validated (with categorical ecommendation) every end of the quarter						
ubmitted to PENRO Planning Officer on the rescribed period						
One (1) OPCR Commitment prepared, reviewed and ubmitted to PENRO on prescribed period						
PEOS eliro o ligiro no o celebrativo e o celebrativo no celebra	PMP) of CENRO Roxas reviewed and submitted to INRO on the prescribed period 10% Project Procurement Management Plan-Non- 15E (PPMP) submitted to PENRO on the prescribed riod 10% Project Procurement Management Plan-Non- 15E (PPMP) submitted to PENRO on the prescribed riod 10% PENRO on March 25, 2023 10 (1) Inventory report on the Property Plant and pulpment (with ledger card) reviewed and submitted PENRO on March 25, 2023 10 (1) Inventory and Inspection Report of reserviceable Property (IIRUP) reviewed and bmitted to PENRO on March 25, 2023 10 (1) Sylva to PENRO on March 25, 2023 10 (2) Sylva to PENRO on March 25, 2023 10 (3) Sylva to PENRO on March 26, 2023 10 (4) Sylva to PENRO on March 27, 2023 10 (5) Sylva to PENRO on March 26, 2023 10 (6) Office equipment maintained and repaired character and submitted to PENRO on March 26, 2023 10 (6) Office equipment maintained and repaired the report reviewed and submitted to PENRO on March 26, 2023 10 (7) Sylva to PENRO on March 27, 2023 10 (8) Office buildings maintained and repaired the report reviewed and submitted to PENRO on March 27, 2023 10 (8) Of Gocuments acted upon with partial/minor vision need 7 working days for simple documents of 15 days for complex documents upon receipt 10 (9) Of meetings/ workshops/ conference attended the report submitted 7 working days after tendance in local (inter-agency) and 30 working tys in foreign meetings/ workshops/ conferences 10 (9) Of GAD activities implemented with report epared and submitted to PENRO by the end of sylva to PENRO Planning Officer every 25th day of the month on the period of the quarter 10 (1) Office every 25th day of the month on the period of the quarter 10 (2) Penro Planning Officer on the period of the Penro Planning Officer on the period of the period of the quarter 10 (1) OPCR Commitment prepared, reviewed and the (1) OPCR Commitment prepared,	PMP) of CENRO Roxas reviewed and submitted to NRO 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days after tendance in local (inter- agency) and 30 working ys in foreign meetings/ workshops/ conferences 10% of GAD activities implemented with report epared and submitted to PENRO by the end of programs/ projects accomplishment projects compliant to prescribed format submitted to NRO Planning Officer every 25th day of the month 10% of programs/ projects accomplishment projects compliant to prescribed format submitted to NRO Planning Officer every 25th day of the month 10% of programs/ projects accomplishment projects on proj	PMP) of CENRO Roxas reviewed and submitted to NRO on the prescribed period 0% Project Procurement Management Plan-Non- E (PPMP) submitted to PENRO on the prescribed riod inc (1) inventory report on the Property Plant and pulpment (with ledger card) reviewed and submitted PENRO on March 25, 2023 inc (1) Inventory and Inspection Report of serviceable Property (IIRUP) reviewed and bimitted to PENRO on March 25, 2023 jht (8) vehicles maintained and repaired with 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P/A/Ps		ormance Indicators rgets+measures)	Actual Accomplishments	Quantity	Quality	Timeliness	Average	Remarks
		ith rating prepared, reviewed and						
	The second secon	O on prescribed period						
	1 - July to Decemb							
	2 - January to June							
inclu	including GIS map	ted MDE Forms and Information os, agreements, area development enures submitted to PENRO on						
	December 15, 202	3						
Statistical Reporting System	ground, consolida	Statistical report validated on ted, analyzed and submitted to one the end of the quarter						
Forestry Related Income Collection (FRIC)		orestry Related Income Collection every end of the month						
NATURAL RESOURCESENFORCEMEN	IT AND REGULATO	RY PROGRAM						
Issuance of cutting/ harvesting permits and WPP	submitted to Chief	g permits with report prepared and f, RPS 1 hour upon receipt of the and Stand Stock Table						
	March 15, 2023 - June 15, 2023 - tw	ro (2)						
	Sentember 15 202	23 - one (1)						
OTHER CROSS CUTTING INDICATOR								
		ers rated the Office Performance as						
	December 2023	tted to PENR Office by the end of						
	TOTAL STATE OF THE PROPERTY OF THE PARTY OF	Clients served within the standard						
	set in the Citizens							
		of the four (4) updated Freedom of requirements to the updated						
	Freedom of Inform	nation (FOI) requirements based on						
		s by the end of December 2023						
Total Overall Rating								
Final Average Rating								
Adjectival Rating								
Comments and Recommendations fo	or Development Po	urposes						
Discussed with:	Date:	Assessed by:	Date:	Final Ratin	g:		Date:	
		I certify that I discussed my assessment performance with the employee.						
JIELY ROSE P. GALINDEZ		ENGR. CAESAR E. QUEBEC	2	ENGR. CAESAR E. QUEBEC				
Forester II/ Chief, Planning and Support Unit		CENR Officer		CENR Officer				