



B. Individual Performance Commitment and Review Form**INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW FORM**

I, Jerry R. Manucay, of DENR CENRO Roxas, Oriental Mindoro, Conservation and Development Section, commit to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period **January to December 2023**.


JERRY R. MANUCAY

Ratee

Date: **APR 25 2023**

Reviewed by:		Date:	Approved by:				Date:			
 JOSE P. MONTECALVO Chief, Conservation and Development Section		APR 26 2023	 ENGR. CAESAR E. QUEBEC CENR Officer				APR 26 2023			
P/A/Ps	Performance Indicators (targets+measures)	Actual Accomplishments	Rating				Remarks			
			Quantity	Quality	Timeliness	Average				
GENERAL ADMINISTRATION AND SUPPORT 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									
Evaluation of Personnel Performance	One (1) IPCR (Commitment) based on approved SPMS guidelines prepared and submitted to In-charge, Administrative Unit 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 10, 2023									
	2 - IPCR with rating (January to June 2023) submitted on July 15, 2022									
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									
Attendance to Meetings/ Workshops/ Conference	100% of meetings/ workshops/ conference attended with report submitted 7 working days after attendance in local (inter- agency) and 30 working days in foreign meetings/ workshops/ conferences									
NATURAL RESOURCES ENFORCEMENT AND REGULATORY PROGRAM										
Community-based Forest Management Agreement	1st Semester - Three (3) CBFMA monitored and assessed with prepared GIS generated map submitted to Chief, CBFM 7 days after completion.									
Community-based Forest Management Agreement	2nd Semester - One (1) CBFMA monitored and assessed with prepared GIS generated map submitted to Chief, CBFM 7 days after completion.									

P/A/Ps	Performance Indicators (targets+measures)	Actual Accomplishments	Rating				Remarks
			Quantity	Quality	Timeliness	Average	
Performance Evaluation of Expiring Community-based Forest Management Agreement	100% coordination with CBFMA holder of each and every activity for the renewal of expiring CBFMA on prescribed period						
Performance Evaluation of CSCs outside CBFMA (devolved CSCs) including expired and expiring CBFMA	1st Semester - 12 CSC evaluated and assessed with report prepared and submitted to Chief, CBFM Unit per prescribed format indicating categorical recommendation (renewal/ cancellation/ for re-evaluation) on June 15, 2023						
	2nd Semester - 18 CSC evaluated and assessed with report prepared and submitted to Chief, CBFM Unit per prescribed format indicating categorical recommendation (renewal/ cancellation/ for re-evaluation) on September 15, 2023						
NATURAL RESOURCES CONSERVATION AND DEVELOPMENT PROGRAM							
Management of Caves and Cave Resources Cave Assessment and Classification	100% GIS generated maps of Cave Assessment and submitted to the Unit Chief, PACMU after the conduct of activity						2nd sem target
Protected Area Establishment and Modification	100% GIS generated map of Protected Area Establishment submitted to Chief, PACMU by mid of September 2023						
ADAPTIVE CAPACITIES							
Watershed Characterization and Vulnerability Assessment	100% GIS generated map of Watershed Characterization and Vulnerability Assessment of Baroc River Submitted to Unit Chief, SCWMU by mid of November 2023						
Total Overall Rating							
Final Average Rating							
Adjectival Rating							
Comments and Recommendations for Development Purposes							
Discussed with:	Date:	Assessed by:	Date:	Final Rating:		Date:	
JERRY R. MANUCAY Ecosystem Management Specialist I		I certify that I discussed my assessment of the performance with the employee.		ENGR. CAESAR E. QUEBEC			
		JOSE T. MONTECALVO Chief, Conservation and Development Section					
				CENR Officer			