


B. Individual Performance Commitment and Review Form

INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW FORM

I, Jose T. Montecalvo, 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**.

JOSE T. MONTECALVO
Ratee

Date: **APR 25 2023**

Reviewed and approved by:				Date:			
 ENGR. CAESAR E. QUESADA 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, 2023						
Budget Utilization Rate	100% budget allocation under Conservation and Development Section (All billing documents submitted to PENRO) by December 10, 2023						
Sustained compliance with COA Audit Findings	50% of prior year's audit recommendations fully implemented as shown in COA CAAR Status of Implementation of Prior Years' Recommendation (Part III) on December 01, 2023						
	50% of current year's audit observations and recommendations fully implemented as shown in COA CAAR (Part II) on December 01, 2023						
Submission of Project Procurement Management Plan	One (1) Project Procurement Management Plan-CSE (PPMP) consolidated and submitted to CENRO Procurement Officer following the prescribed format on the prescribed period						
	One (1) Project Procurement Management Plan-Non-CSE (PPMP) consolidated and submitted to CENRO Procurement Officer following the prescribed format on the prescribed period						

P/A/Ps	Performance Indicators (targets+measures)	Actual Accomplishments	Rating				Remarks
			Quantity	Quality	Timeliness	Average	
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						
SUPPORT TO OPERATION							
Formulation and Monitoring of ENR Sector Policies, Plans, Programs and Projects	100% Monthly accomplishment reports based on targets compliant to prescribed format submitted to CENR Planning Officer every 25th day of the month						
	FY 2024 Budget End Proposal submitted to CENRO Planning Officer on the prescribed period						
	100% Quarterly Statistical report checked, reviewed and submitted to CENRO every end of the quarter						
NATURAL RESOURCES ENFORCEMENT AND REGULATORY PROGRAM							
Community-based Forest Management Agreement	1st Semester - Six (6) tenure/permit holders (CBFMA) monitored in compliance to terms and conditions of the permit and forestry laws, rules and regulations with report reviewed and submitted to PENRO through the CENR Officer in 9 days after completion						
	2nd Semester - Two (2) tenure/permit holders (CBFMA) monitored in compliance to terms and conditions of the permit and forestry laws, rules and regulations with report reviewed and submitted to PENRO through the CENR Officer in 9 days after completion						
Performance Evaluation of Expiring Community-based Forest Management Agreement	100% of expiring tenurial instruments targeted for PE evaluated with reviewed and report submitted to PENRO through the CENR Officer in 15 days after completion						
Performance Evaluation of CSCs outside CBFMA (devolved CSCs) including expired and expiring CBFMA	1st Semester - 90 CSC evaluated and consolidated with report reviewed and submitted to PENRO through the CENR Officer per prescribed format indicating categorical recommendation (renewal/ cancellation/ for re-evaluation) by June 20, 2023						

P/A/Ps	Performance Indicators (targets+measures)	Actual Accomplishments	Rating				Remarks
			Quantity	Quality	Timeliness	Average	
	2nd Semester - 132 CSC evaluated and consolidated with report reviewed and submitted to PENRO through the CENR Officer per prescribed format indicating categorical recommendation (renewal/ cancellation/ for re-evaluation) by September 20, 2023						
NATURAL RESOURCES CONSERVATION AND DEVELOPMENT PROGRAM							
Management of Caves and Cave Resources Cave Assessment and Classification	One (1) cave assessed with recommended classification reviewed and submitted to PENRO through the CENR Officer on September 20, 2023						
Population & habitat monitoring and protection of priority threatened species -Marine Turtles	100% quarterly monitoring report reviewed and submitted to PENRO through the CENR Officer 5 days before the end of the quarter						
Management of Wildlife Rescue Centers (WRCs)	One (1) WRC maintained with quarterly report reviewed and submitted to PENRO through the CENR Officer 5 days before the end of the quarter						
Forest Development, Rehabilitation and Protection	370 hectares maintained and protected (2021 plantation establishment) with atleast 85% survival rate inspected within 20 days after request for inspection						
Site Assessment, Surveying, Mapping & Planning	300 hectares assessed with GIS map generated and 3-year reforestation plan reviewed and submitted to PENRO through the CENR Office on March 25, 2023						
Maintenance of Forest Nursery	100% Forest nursery operationalized with 15,000 seedlings produced by December 10, 2023						
Hiring of Contract of Service (COS) Personnel to Support eNGP Implementation	One (1) FEO hired with report submitted to the CENR Officer						
	One (1) Technical Staff hired with report submitted to the CENR Officer						
	One (1) Data Management Officer hired with report submitted to the CENR Officer						
Conduct of continuing inventory of Water Users	10 water users inventoried and mapped with report reviewed and submitted to PENRO through the CENR Officer on June 20, 2023						
Conduct of identification and mapping of Water Sources	10 water sources indentified and mapped with report reviewed and submitted to PENRO through the CENR Officer on June 20, 2023						
Inspection of contractor's accomplishment for billing purposes	100% certification of inspection of acceptance of contractors' accomplishment issued						

P/A/Ps	Performance Indicators (targets+measures)	Actual Accomplishments	Rating				Remarks
			Quantity	Quality	Timeliness	Average	
Protected Area Establishment, Modification of Boundary	Number of Proclamation drafted with complete documents reviewed and submitted to PENRO through the CENR Officer by 25th of September 2023						
Establishment of SWIS	45.0 cu.m Establishment of Small Water Impounding System						
ADAPTIVE CAPACITIES							
Watershed Characterization and Vulnerability Assessment	1 Watershed Characterization with Vulnerability Assessment report reviewed and submitted to PENRO through the CENR Officer by 25th 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:	
JOSE T. MONTECALVO Senior Ecosystems Management Specialist		I certify that I discussed my assessment of the performance with the employee.		ENGR. CAESAR E. QUEBEC CENR Officer			
		JIELY ROSE P. GALINDEZ Chief, Planning and Management Support Section					