

B. Individual Performance Commitment and Review Form

INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW FORM

I, Airen Krisca C. Caray, 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 **July 2022 to December 2022**.

Airen
AIREN KRISCA C. CARAY
Ratee

Date:

Reviewed by:		Date:		Approved by:		Date:	
<i>Jose T. Montecalvo</i> JOSE T. MONTECALVO Chief, Conservation and Development Section				<i>Caesar E. Quebec</i> ENGR. CAESAR E. QUEBEC CENR Officer			
P/A/PS	Performance Indicators (targets+measures)	Actual Accomplishments	Rating				Remarks
			Quantity	Quality	Timeliness	Average	
GENERAL ADMINISTRATION AND SUPPORT SERVICE							
	1 - IPCR with rating (January to June 2022) submitted by on July 15, 2022	1 - IPCR with rating (January to June 2022) submitted by on July 18, 2022		5.000	2.598	3.799	
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	100% of documents acted upon 3 working days for simple documents and 7 days for complex documents with no correction upon receipt		5.000	5.000	5.000	
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	100% of meetings/ workshops/ conference attended with report submitted 5 working days after attendance in local (inter-agency)			5.000	5.000	
NATURAL RESOURCES CONSERVATION AND DEVELOPMENT PROGRAM							
Forest Development, Rehabilitation and Protection	69 hectares maintained and protected (2021 plantation establishment) with atleast 85% survival rate inspected within 7 days after request for inspection	69 hectares maintained and protected (2021 plantation establishment) with atleast 85% survival rate inspected within 7 days after request for inspection		5.000	3.000	4.000	
Establishment of Forest Nursery	100% Assistance to the establishment of one (1) nursery with basic facilities on prescribed period	100% Assistance to the establishment of one (1) nursery with basic facilities on prescribed period		5.000	1.000	3.000	
Maintenance of clonal nursery and production of Quality Planting Materials (QPM) of Premium and Indigenous forest tree species	100% Assistance to the maintenance of one (1) clonal nursery with quarterly report prepared and submitted to NGP Focal Person 10 days before the end of the quarter	100% Assistance to the maintenance of one (1) clonal nursery with quarterly report prepared and submitted to NGP Focal Person 10 days before the end of the quarter		5.000	3.000	4.000	
Maintenance of Individual Plus Trees (IPTs/Seed Production Areas (SPAs))	100% Assistance to the maintenance of 800 IPTs with monthly report submitted to NGP Focal Person 7 days before the end of the quarter	100% Assistance to the maintenance of 803 IPTs with monthly report submitted to NGP Focal Person 5 days before the end of the quarter		5.000	5.000	5.000	
Total Overall Rating			0.000	30.000	24.598	29.799	
Final Average Rating			0.000	5.000	3.514	4.257	
Adjectival Rating			VERY SATISFACTORY				
Comments and Recommendations for Development Purposes							
Recommended for additional Training on ENR Laws, Rules & Regulations							
Discussed with:	Date:	Assessed by:	Date:	Final Rating:		Date:	
<i>Airen</i> AIREN KRISCA C. CARAY Forester I	JAN 31 2023	I certify that I discussed my assessment of the performance with the employee. <i>Jose T. Montecalvo</i> JOSE T. MONTECALVO Chief, Conservation and Development Section	JAN 31 2023	<i>Caesar E. Quebec</i> ENGR. CAESAR E. QUEBEC CENR Officer		JAN 31 2023	