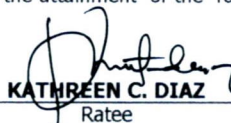




B. Individual Performance Commitment and Review Form




INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW FORM

I, Kathreen C. Diaz, of DENR CENRO Roxas, Oriental Mindoro, Monitoring and Enforcement 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, 2022**.


KATHREEN C. DIAZ
Ratee

Date:

Reviewed by:		Date:	Approved by:		Date:		
 REYNALDO D. PUDIQUET Chief, Monitoring and Enforcement Section			 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							
	2 - IPCR with rating (January to June 2022) submitted on July 15, 2022	2 - IPCR with rating (January to June 2022) submitted on July 18, 2022		4.000	2.598	3.500	
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 with partial/ minor revision need 5 working days for simple documents and 7 days for complex documents upon receipt		5.000	3.000	4.000	
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 7 working days after attendance in local (inter- agency) and 30 working days in foreign meetings/ workshops/ conferences			4.000	4.000	
SUPPORT TO OPERATION							
Develop, produce and disseminate media print, broadcast and audio-video materials	One (1) Radio program aired DENR special events with report submitted to PENRO through the CENR Officer 3 days after the conduct of activity 1. One on September 20, 2022	One (1) Radio program aired DENR special events with report submitted to PENRO through the CENR Officer 3 days after the conduct of activity 1. One (1) radio program with report submitted on September 20, 2022		4.000	4.000	4.000	
Price Monitoring of Forest Products	100% Monthly Provincial summary report forms prepared and submitted to Chief, MES every 25th day of the month	100% Monthly Provincial summary report forms prepared and submitted to Chief, MES every 25th day of the month		4.000	3.000	3.500	

P/A/Ps	Performance Indicators (targets+measures)	Actual Accomplishments	Rating				Remarks
			Quantity	Quality	Timeliness	Average	
NATURAL RESOURCES CONSERVATION AND DEVELOPMENT PROGRAM							
Management of Caves and Cave Resources, Cave Assessment and Classification	One (1) cave assessed with recommended classification prepared and submitted to Chief, CDS on September 10, 2022	One (1) cave assessed with recommended classification prepared and submitted to Chief, CDS on August 31, 2022	3.000	5.000	5.000	4.333	
NATURAL RESOURCES ENFORCEMENT AND REGULATORY PROGRAM							
Compliance Monitoring of WFP holders	Quarterly compliance monitoring reports for Wildlife Farm Permit holders prepared and submitted to Chief, MES 5 days before the end of the quarter	Quarterly compliance monitoring reports (1st and 2nd for Wildlife Farm Permit holders prepared and submitted to Chief, MES 5 days before the end of the quarter		5.000	3.000	4.000	
Compliance Monitoring of CWR	One (1) compliance monitoring report for Certificate of Wildlife Registration reviewed and submitted to Chief, MES on November 20, 2022	One (1) compliance monitoring report for Certificate of Wildlife Registration reviewed and submitted to Chief, MES on June 16, 2022		5.000	5.000	5.000	
Total Overall Rating			3.000	32.000	29.598	32.333	
Final Average Rating			3.000	4.571	3.700	4.042	
Adjectival Rating							
Comments and Recommendations for Development Purposes							
Discussed with:	Date:	Assessed by:	Date:	Final Rating:	Date:		
 KATHREEN C. DIAZ Forester I	JAN 31 2023	I certify that I discussed my assessment of the performance with the employee.  REYNALDO DUPUDIQUET Chief, Monitoring and Enforcement Section	JAN 31 2023	 ENGR. CAESAR E. QUEBEC CEMR Officer	JAN 31 2023		