

B. Individual Performance Commitment and Review Form


INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW FORM




I, Peterson F. Fabellon, of DENR CENRO Roxas, Oriental Mindoro, Regulation and Permitting 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 to December, 2022**.

PETERSON F. FABELLON

Ratee

Date:

Reviewed and approved by:				Date:			
 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							
Evaluation of Personnel Performance	Two (2) IPCR with rating prepared and submitted to In-charge, Administrative Unit						
	2 - IPCR with rating (January to June 2022) submitted on July 15, 2022	1 - IPCR with rating (January to June, 2022) submitted 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 with no revision within 5 working days for simple documents and 7 days for complex documents upon receipt		4.500	5.000	4.750	
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) and 25 working days in foreign meetings/ workshops/ conferences		4.500	5.000	4.750	
NATURAL RESOURCES ENFORCEMENT AND REGULATORY PROGRAM							
Issuance of cutting/ harvesting permits and WPP	100% monitoring and review of 15 cutting/ harvesting permit application on prescribed period	100% monitoring and review of 65 cutting/ harvesting permit application on prescribed period		5.000	5.000	5.000	
Processing and Issuance of Local Transport Permit (LTP)	100% monitoring and assessment of three (3) Local Transport Permit (LTP) using prescribed template per DENR DAO 2004-55 on prescribed period	100% monitoring and assessment of five (5) Local Transport Permit (LTP) using prescribed template per DENR DAO 2004-55 on prescribed period	5.000	5.000	5.000	5.000	
NATURAL RESOURCES CONSERVATION AND DEVELOPMENT PROGRAM							
Residential Free Patent (disposed under RA 10023 or Residential Free Patent Activity)	100% monitoring of 145 residential lots surveyed and reviewed and forwarded survey returns to Chief, RPS on prescribed period	100% monitoring of 165 out of 145 target by end June residential lots surveyed and reviewed and forwarded survey returns to CENR Officer on 1st week of December 2022	5.000	4.500	1.990	3.830	
Agricultural Free Patent	100% monitoring of 25 agricultural lots surveyed and reviewed and forwarded survey returns to Chief, RPS on prescribed period	100% monitoring of 33 out of 25 agricultural lots surveyed and reviewed and forwarded survey returns to CENR Officer on 1st week of December 2022	5.000	4.500	1.242	3.581	

P/A/Ps	Performance Indicators (targets+measures)	Actual Accomplishments	Rating				Remarks
			Quantity	Quality	Timeliness	Average	
Titling of Government lands for public and quasi-public use	100% assistance in the preparation of one (1) draft proclamation on September 10, 2022	One (1) draft proclamation reviewed and submitted to CENR Officer on August 30, 2022	3.000	4.500	5.000	4.167	
Water Permit Application (WPA)	Four (4) WPA accepted and verified with report and recommendation submitted to Chief, RPS on June 15, 2022	Four (4) WPA accepted and verified with report and recommendation submitted to CENRO on March 23, 2022 (2), June 16, 2022 (1), June 29, 2022 (1) and December 12, 2022 (1)	4.500	5.000	2.500	4.000	
OTHER CROSS CUTTING INDICATORS							
	100% of External Clients served within the standard set in the Citizen's Charter	100% of External Clients served within the standard set in the Citizen's Charter		4.000	5.000	4.500	
Total Overall Rating			22.500	46.500	38.330	43.376	
Final Average Rating			4.500	4.650	3.833	4.338	
Adjectival Rating			Very Satisfactory				
Comments and Recommendations for Development Purposes							
Discussed with:	Date:	Assessed by:	Date:	Final Rating:		Date:	
 PETERSON F. FABELLON Land Management Officer II/ OIC, Regulation and Permitting Section	JAN 31 2023	I certify that I discussed my assessment of the performance with the employee.  JEFF ROSE P. GALINDEZ Chief, Planning and Management Support Section	JAN 31 2023	 ENGR. CAESAR E. QUEBEC CENR Officer		JAN 31 2023	