

**B. Individual Performance Commitment and Review Form**



**INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW FORM**

I, Rodel M. Montealegre, 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**.

**RODEL M. MONTEALEGRE**

Ratee

Date:

<b>Reviewed by:</b>	<b>Date:</b>	<b>Approved by:</b>	<b>Date:</b>
 <b>PETERSON F. FABELLON</b> OIC, Regulation and Permitting Section		 <b>ENGR. CAESAR E. QUEBEC</b> CENR Officer	

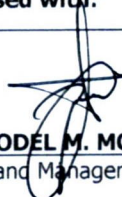
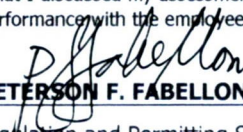
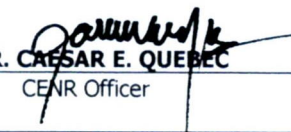
P/A/PS	Performance Indicators (targets+measures)	Actual Accomplishments	Rating				Remarks
			Quantity	Quality	Timeliness	Average	

**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 partial/ minor revision within 5 working days for simple documents and 7 days for complex documents upon receipt		4.500	4.000	4.250	
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	4.000	4.250	

**NATURAL RESOURCES CONSERVATION AND DEVELOPMENT PROGRAM**

Residential Free Patent (disposed under RA 10023 or Residential Free Patent Activity)	43 applications for residential patents accepted, processed and submitted to Chief, RPS based on RA 10023 and DAO 2010-12 and 2019-11  June 12, 2022 - 10 patents September 12, 2022 - 26 patents November 15, 2022 - 7 patents	66 applications for residential patents accepted, processed and submitted to Chief, RPS based on RA 10023 and DAO 2010-12 and 2019-11  September 28, 2022 - 66 patents	5.000	4.500	3.000	4.167	
Agricultural Free Patent	7 applications for agricultural patents accepted, processed and submitted to Chief, RPS  September 12, 2022 - 5 patents November 15, 2022 - 2 patents	13 applications for agricultural patents accepted, processed and submitted to Chief, RPS  November 3, 2022 - 13 patents	5.000	4.500	4.000	4.500	

P/A/Ps	Performance Indicators (targets+measures)	Actual Accomplishments	Rating				Remarks				
			Quantity	Quality	Timeliness	Average					
<b>OTHER CROSS CUTTING INDICATORS</b>											
	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		4.500	5.000	4.750					
<b>Total Overall Rating</b>			<b>10.000</b>	<b>27.500</b>	<b>22.598</b>	<b>25.716</b>					
<b>Final Average Rating</b>			<b>5.000</b>	<b>4.583</b>	<b>3.766</b>	<b>4.286</b>					
<b>Adjectival Rating</b>			<b>Very Satisfactory</b>								
<b>Comments and Recommendations for Development Purposes</b>											
He can accomplished the assigned task on time + without close supervision											
<b>Discussed with:</b>	<b>Date:</b>	<b>Assessed by:</b>	<b>Date:</b>	<b>Final Rating:</b>	<b>Date:</b>						
 <b>RODEL M. MONTEALEGRE</b> Land Management Officer II	<b>JAN 31 2023</b>	I certify that I discussed my assessment of the performance with the employee.  <b>PETERSON F. FABELLON</b> OIC, Regulation and Permitting Section	<b>JAN 31 2023</b>	 <b>ENGR. CAESAR E. QUEBEC</b> CENR Officer	<b>JAN 31 2023</b>						