

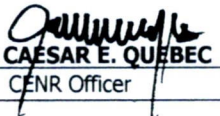
B. Individual Performance Commitment and Review Form

INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW FORM


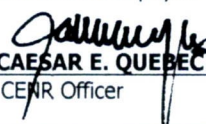
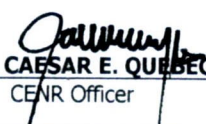
I, Jose T. Montecalvo, of DENR CENRO Roxas, Oriental Mindoro, Conservation and Development Section, commit to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period **July to December 2022**.

Jose T. Montecalvo
JOSE T. MONTECALVO
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 | IPCR with rating (January to June 2022) submitted on July 15, 2022 | IPCR with rating (January to June 2022) submitted on July 22, 2022 | | 5.000 | 2.186 | 3.593 | |
| Budget Utilization Rate | 100% budget allocation under Conservation and Development Section (All billing documents submitted to PENRO) by December 20, 2022 | 100% budget allocation under Conservation and Development Section (All billing documents submitted to PENRO) by December 15, 2022 | | 5.000 | 4.707 | 4.854 | |
| 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, 2022 | 20% of prior year's audit recommendations fully implemented as shown in COA CAAR Status of Implementation of Prior Years' Recommendation (Part III) on December 15, 2022 | 1.788 | 5.000 | 2.866 | 3.218 | |
| | 50% of current year's audit observations and recommendations fully implemented as shown in COA CAAR (Part II) on December 01, 2022 | 62.5% of current year's audit observations and recommendations fully implemented as shown in COA CAAR (Part II) on December 15, 2022 | | 5.000 | 2.866 | 3.933 | |
| Submission of Project Procurement Management Plan | One (1) Project Procurement Management Plan-CSE (PPMP) submitted to CENRO Procurement Officer following the prescribed format on the prescribed period | One (1) Project Procurement Management Plan-CSE (PPMP) submitted to CENRO Procurement Officer following the prescribed format on the prescribed period | | 4.500 | 3.000 | 3.750 | |
| | One (1) Project Procurement Management Plan-Non-CSE (PPMP) submitted to CENRO Procurement Officer following the prescribed format on the prescribed period | One (1) Project Procurement Management Plan-Non-CSE (PPMP) submitted to CENRO Procurement Officer following the prescribed format on the prescribed period | | 4.500 | 3.000 | 3.750 | |
| 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 3 working days after attendance in local (inter- agency) | | | 5.000 | 5.000 | |

| P/A/Ps | Performance Indicators | Actual Accomplishments | Rating | | | | Remarks |
|---|---|--|----------|---------|------------|---------|---------|
| | (targets+measures) | | Quantity | Quality | Timeliness | Average | |
| 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 20th day of the month | 100% Monthly accomplishment reports based on targets compliant to prescribed format submitted to CENR Planning Officer every 20th day of the month | | 5.000 | 3.000 | 4.000 | |
| | FY 2023 proposed Work and Financial Plans submitted to CENRO Planning Officer on the prescribed period | FY 2023 proposed Work and Financial Plans submitted to CENRO Planning Officer on the prescribed period | | 5.000 | 4.000 | 4.500 | |
| Simplified Community Resource Management Framework (CRMF) including map and 5 year workplan | Two (2) CRMF, 5YWP and generated map with CSW submitted to the CENR Officer by the end of November 2022 | Consolidated two (2) CRMF, 5YWP, prepared generated map with CSW submitted to the CENR Officer on October 21, 2022 | 3.000 | 5.000 | 5.000 | 4.333 | |
| NATURAL RESOURCES ENFORCEMENT AND REGULATORY PROGRAM | | | | | | | |
| Community-based Forest Management Agreement | One (1) tenure/permit holders (CBFMA) monitored in compliance to terms and conditions of the permit and forestry laws, rules and regulations with report submitted to PENRO through the CENR Officer in 10 days after completion | One (1) tenure/permit holders (CBFMA) monitored in compliance to terms and conditions of the permit and forestry laws, rules and regulations with report submitted to PENRO through the CENR Officer in 4 days after completion | 3.000 | 5.000 | 5.000 | 4.333 | |
| Performance Evaluation of CSCs outside CBFMA (devolved CSCs) including expired and expiring CBFMA | 22 CSC evaluated, reviewed, and consolidated with report submitted to PENRO through the CENR Officer per prescribed format indicating categorical recommendation (renewal/ cancellation/ for re-evaluation) by September 20, 2022 | 30 CSC consolidated and prepared evaluated maps with report reviewed and submitted to PENRO through the CENR Officer per prescribed format indicating categorical recommendation (renewal/ cancellation/ for re-evaluation) by August 19, 2022 | 5.000 | 5.000 | 5.000 | 5.000 | |
| NATURAL RESOURCES CONSERVATION AND DEVELOPMENT PROGRAM | | | | | | | |
| Management of Caves and Cave Resources Cave Assessment and Classification | One (1) cave assessed with recommended classification submitted to PENRO through the CENR Officer on September 15, 2022 | One (1) cave assessed with recommended classification submitted to PENRO through the CENR Officer on August 31, 2022 | 3.000 | 5.000 | 5.000 | 4.333 | |
| Population & habitat monitoring and protection of priority threatened species -Marine Turtles | Habitat monitoring and protection of marine turtle conducted with quarterly monitoring report submitted to PENRO through the CENR Officer 5 days before the end of the quarter | Habitat monitoring and protection of marine turtle conducted with quarterly monitoring report submitted to PENRO through the CENR Officer 10 days before the end of the quarter | 3.000 | 5.000 | 5.000 | 4.333 | |
| Management of Wildlife Rescue Centers (WRCs) | One (1) WRC maintained with quarterly report submitted to PENRO through the CENR Officer 5 days before the end of the quarter | One (1) WRC maintained with quarterly report submitted to PENRO through the CENR Officer 10 days before the end of the quarter | 3.000 | 5.000 | 5.000 | 4.333 | |
| Forest Development, Rehabilitation and Protection | 370 hectares maintained and protected (2021 plantation establishment) with atleast 85% survival rate inspected within 30 days after request for inspection | 370 hectares maintained and protected (2021 plantation establishment) with atleast 85% survival rate inspected within 15 days after request for inspection | | 5.000 | 5.000 | 5.000 | |
| Establishment of Forest Nursery | One (1) Forest Nursery with basic facilities for seedling production established on prescribed period | One (1) Forest Nursery with basic facilities for seedling production established on September 29, 2022 | 3.000 | 5.000 | 1.000 | 3.000 | |

| P/A/Ps | Performance Indicators (targets+measures) | Actual Accomplishments | Rating | | | | Remarks |
|--|--|---|-------------------|---|------------|-------------|---------|
| | | | Quantity | Quality | Timeliness | Average | |
| Maintenance of clonal nursery and production of Quality Planting Matrials (QPM) of Premium and Indigenous forest tree species | One (1) Clonal nursery maintained with 20,000 quality planting materials produced by the end of June 2022 | One (1) Clonal nursery maintained with 14,000 quality planting materials produced by December 15, 2022 | 2.392 | 5.000 | 1.000 | 2.797 | |
| Maintenance of Individual Plus Trees (IPTs/Seed Production Areas (SPAs)) | 800 Individual Plus Trees maintained with monthly report submitted to PENRO through the CENR Officer every 2nd day of the succeeding month | 803 Individual Plus Trees maintained with monthly report submitted to PENRO through the CENR Officer every 2nd day of the succeeding month | 3.000 | 5.000 | 3.990 | 3.997 | |
| Hiring of Forest Extension Officers (FEOs) | Two (2) FEOs hired with report submitted to the CENR Officer | Two (2) FEOs hired with report submitted to the CENR Officer | 3.000 | 5.000 | 3.000 | 3.667 | |
| Inspection of contractor's accomplishment for billing purposes | 100% certification of inspection of acceptance of contractors' accomplishment issued | 100% certification of inspection of acceptance of contractors' accomplishment issued | | 5.000 | 5.000 | 5.000 | |
| Total Overall Rating | | | 33.180 | 104.000 | 84.615 | 91.725 | |
| Final Average Rating | | | 3.016 | 4.952 | 3.846 | 4.169 | |
| Adjectival Rating | | | Very Satisfactory | | | | |
| Comments and Recommendations for Development Purposes | | | | | | | |
| Discussed with: | Date: | Assessed by: | Date: | Final Rating: | | Date: | |
|  JOSE T. MONTECALVO Senior Ecosystems Management Specialist | JAN 31 2023 | I certify that I discussed my assessment of the performance with the employee.  ENGR. CAESAR E. QUEBEC CENR Officer | JAN 31 2023 |  ENGR. CAESAR E. QUEBEC CENR Officer | | JAN 31 2023 | |