



## INDIVIDUAL DEVELOPMENT PLAN

### A. EMPLOYEE'S PROFILE

| Name (Last, First, MI) | Sex<br>M/F | Age | Position and Salary Grade<br>[Year(s) in the position] | Division/Office                      | Supervisor's Name | Period<br>(3 years) |
|------------------------|------------|-----|--|--------------------------------------|-------------------|---------------------|
| DIAZ, SIMEON R.        | M          | 58  | LMO III/18/5 YEARS & 5 MONTHS                          | TSD/Regulations & Permitting Section | CYNTHIA U. LOZANO | 2023-2025           |

### B. DEVELOPMENT PLAN

*(Based on the competency assessment conducted and/or the results of the review of performance, please identify the top gaps or weaknesses among the competencies assessed that the employee needs to focus for development, improvement or enhancement. It would be best to prioritize FIVE (5) developmental areas over a three-year period.)*

| Development Targets                             | Developmental Activity | Success Indicators  | Planned Completion Date | Means of Verifications       | Completed Date | Remarks |
|---|------------------------|---|-------------------------|------------------------------|----------------|---------|
| PCO5- Preparation of NRM Related Plans          | Workshop/Mentoring     | Learned in the preparation of NRM related Plans                               | June, 2024              | Certificate of Participation |                |         |
| PCO6- ENR Accounting                            | Workshop               | Learned the procedures/ guidelines in the conduct of environmental accounting | September, 2024         | Certificate of Participation |                |         |
| PCO11-IEC, Social Marketing & Extension support | Workshop/Mentoring     | Was able to learn the basics of Social Marketing & Extension Support          | December, 2024          | Certificate of Participation |                |         |
| PCO 13- ENR Law Enforcement                     | Workshop               | Enhanced knowledge regarding Law Enforcement                                  | December, 2024          | Certificate of Participation |                |         |
| PCO16- Tenure and Rights Assessment             | Workshop               | Was able to gain knowledge and put into practice                              | December, 2024          | Certificate of Participation |                |         |

I acknowledge and understand my individual development plan as discussed with my supervisor. I affirm that the development targets and the corresponding details indicated in my IDP will contribute in the delivery of service excellence in the Department. I, therefore, commit to accomplish the targets in the given period.

|   |               |   |               |
|---|---------------|---|---------------|
| Employee Signature:  | Date: 4/28/23 | Supervisor Signature:  | Date: 4/28/23 |
|---|---------------|---|---------------|



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