



INDIVIDUAL DEVELOPMENT PLAN

A. EMPLOYEE'S PROFILE

Name (Last, First, MI)	Sex M/F	Age	Position and Salary Grade [Year(s) in the position]	Division/Office	Supervisor's Name	Period (3 years)
Medenilla, Jhonna Liza, S	F	32	PO II, SG15, (5 YEARS)	Management Services Division/Planning Section	Gemma P. Delos Reyes	2023-2025


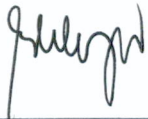
B. DEVELOPMENT PLAN

(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
PCP2 – Monitoring and Evaluation (Competent)	<ul style="list-style-type: none"> ➤ Training/Learning Event ➤ Coaching & Mentoring 	Able to prepare detailed M&E Plan and properly monitor PPAs using M&E tools/mechanisms	August, 2023	Certificate of Attendance		
PCP3 – Statistical Coordination & Data Research (Basic & Intermediate)	<ul style="list-style-type: none"> ➤ Training/Learning Event ➤ Coaching & Mentoring 	Able to properly gather statistical data and use statistics in the monitoring and evaluation of PPAs	October, 2023	Certificate of Completion		
PCHR7 – Career Development (Beginner)	<ul style="list-style-type: none"> ➤ Training/Learning Event ➤ Coaching & Mentoring 	Able to understand the cycle of Career Development for decision making	April, 2024	Certificate of Attendance		

Development Targets	Developmental Activity	Success Indicators	Planned Completion Date	Means of Verifications	Completed Date	Remarks
PCO 2 – Identification of Interventions and Integrating Strategies Across Sectors (Developing)	➤ Training/Learning Event	Able to integrate strategies in ENR Plans	August, 2024	Certificate of Completion		
OC4 – Project Management (Basic & Intermediate)	➤ Training/Learning Event ➤ Coaching & Mentoring	Able to prepare and package research/project proposal and properly monitor and evaluate projects using prescribed instruments	June, 2024	Training Certificate/ Certificate of Completion		
LC2 – Managing Performance	➤ Training/Learning Event	Able to understand, prepares and develop change management plans for the organization	April, 2025	Training Certificate/ Certificate of Completion		

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: April 28, 2023	Supervisor Signature: 	Date: April 28, 2023
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