

INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW (IPCR)

Name : Apple Cyriel R. Labides Position: Project Documentation Specialist Contract Period: February-June Office Assignment: CENRO Office

Specific Output under Terms of Reference in the Contract	Performance Indicator
1. Assist in the preparation of monthly, quarterly, and annual reports and data presentation needed by the immediate supervisor;	Reports and data presentation (No.)
2. Assist in the preparation of activities relative to the Conservation Development Section (CDS) projects and program implementation;	Documents/report (No.)
3. Assist in data gathering and consolidation on Cave Assessment and Watershed Characterization (Physical and Biological Resources);	Documents/surveys/report/meetings attended (No.)
4. Prepare technical report and documentation related to CDS for FY 2024	Reports / Documents(No.)
5. Perform other duties and functions as may be assigned by the immediate supervisor.	Vouchers/Documents/Reports/Presentation(No.)

Actual Accomplishments					Rating		Remarks		
					Q1	E2		T3	A4
1. Have assisted in the preparation of monthly, quarterly, and annual reports and data presentation needed by the immediate supervisor;					4	4	5	4.3	
2. Have assisted in the preparation of activities relative to the Conservation Development Section (CDS) projects and program implementation such as Watershed and Cave proposals;					5	5	5	5	
3. Have assisted in data gathering and consolidation on Cave Assessment and Watershed Characterization (Physical and Biological Resources); such as assisted and consolidated survey form in Watershed socio-economic survey respondents					4	5	4	4.3	
4. Have prepared technical report and documentation related to CDS for FY 2024					4	5	4	4.3	
5. Have performed other duties and functions as may be assigned by the immediate supervisor.					4	5	5	4.7	
Final Average Rating					4.52				
Adjectival Rating					Very Satisfactory				

Discussed with	Date	Evaluated by	Date	Final Rating by	Date
APPLE CYRRIEL R. LABIDES	07/16/2024	MIGHAEL P. BULAWAN	07/16/2024	BENAFIO A. SORIA	07/16/2024
Contractor		FT-3		SEMS/ Chief, CDS	

Legend: 1- Quantity 2- Efficiency 3- Timeliness 4- Average