

INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW FORM (IPCR)

I, **MARIA CRISANDRA D. OUVEROS**, Contractual Coconut Development Officer of **PCA-SAMAR**, commits to deliver and agree to be rated on the attainment of the with the indicated measures for the period of **January 2, 2020 to June 2020**.

- 5 - Outstanding
- 4 - Very Satisfactory
- 3 - Satisfactory
- 2 - Unsatisfactory
- 1 - Poor

Date:

MARIA CRISANDRA D. OUVEROS
KATIE

Reviewed by MENARDO S. MONTANO	Date:	Approved by ENGR. JOEL O. PILAPIL	Date:
Immediate Supervisor		Head of Office	
Strategic Measure / Major Final Output	Success Indicators (Targets + Performance Measures)	Actual Accomplishments (end of semester)	Remarks
A. PCA PERFORMANCE SCORECARD			
SO 1: INCREASE COCONUT PRODUCTION			
SM 1. Average percentage increase in yield (in nuts per tree per year) of trees fertilized trees during first half of 2019	Submitted to SFP Focal 2 PYAs (1 year after application) by last week of June 2020	Submitted to SFP Focal 2 PYAs (1 year after application) last week of June 2020	3.00 3.00 3.00
SM 2. Survival rate of PCA-distributed coconut seedlings planted in the last three years (2017-2019)	Submitted to the SA the accurate report of an 85% survival rate of 13,940 seedlings (Q) by last week of June 2020 (T)	Submitted the SA the accurate report of an 88.75 % survival rate of 14,471 seedlings (Q) last 2nd week of June 2020 (T)	4.00 4.00 4.00
SM 3. Number of seedlings with established nursery	No Commitment		
SM 4. Number of open pollinated variety (OPV) nuts distributed from PCA seedgarden	No Commitment		
SM 5. Number of hybrids nut distributed from PCA seedgarden	No Commitment		
SO 2: EMPOWER AND SUPPORT COCONUT FARMERS, FARM WORKERS AND OTHER INDUSTRY PLAYER			

Strategic Measure / Major Final Output	Success Indicators (Targets + Performance Measures)	Actual Accomplishments (end of semester)	Rating				Remarks
			Q ¹	E ²	T ³	A ⁴	
SM 6. Percentage of customers satisfied	Submitted to the SA 2 names of pre-selected clients (C) for the survey on Clients Satisfaction by 2nd week of June 2020 (T).	Submitted to the SA the 2 names of pre-selected clients (C) for the survey on Clients Satisfaction last 1st week of March 2020 (T).	4.00		5.00	4.50	
SM 7. Number of KEDP sites generating their own income	No Commitment						
SO 3. UNDERTAKE MORE RESPONSIVE AND INNOVATIVE RESEARCH & DEVELOPMENT (R&D)							
SM 9. Number of hybrid demo farm site with approved MIOA	No Commitment						
SO 4. IMPROVE MARKETING SYSTEM AND QUALITY OF COCONUT PRODUCTS							
SM 12. Number of coconut hot air dryers constructed	No Commitment						
SO 5. MANAGE COCONUT PESTS AND DISEASES							
SM 13. Percentage of pests-infested palms recovered after treatment	Submitted to the IPM Focal a 100% Recovery Report by 2nd week of June 2020.	Submitted to the IPM Focal a 100% Recovery Report last 1st week of June 2020.	5.00		4.00	4.50	
SO 6. IMPROVED BUDGET DISBURSEMENT							
SM 14. Budget Disbursement rate	No Commitment						
SO 7. STRENGTHEN EMPLOYEE COMPETENCE AND STREAMLINING OF PROCESSES							
SM 16. Increase in percentage of employees with required competencies	No Commitment						
B. CORE FUNCTIONS							
No. of trees planted in 2019 -coconut	Submitted to the SA Designate an accurate report on 4,550 seedlings planted (Q) by 2nd week of June 2020 (T).	Submitted to the SA Designate an accurate report on 5,150 PCPP 2019 seedlings planted (Q) last first week of June 2020 (T).	5.00		5.00	5.00	RA 8048 CVSPC + RA 8048 2018 + PCPP
RA 8048 2018 Seedlings	No Commitment						

Strategic Measure / Major Final Output	Success Indicators (Targets + Performance Measures)	Actual Accomplishments (end of semester)	Rating				Remarks
			Q ¹	E ¹	T ¹	A ¹	
CSDP Seednuts 2015	No Commitment						
	No Commitment						
RA 8048 2017 (CVSPC) Seedlings							
PCPP							
	No Commitment						
PCPP 2019	Submitted to the PCPP Focal the signed GPPAR as liquidation for PCPP 2019 with 36 participants (C) by 2 weeks after receipt of check						PCPP 2019 incentives/ checks have not yet released
	Submitted to the ICPRR Focal an accurate masterlist equivalent to 14 has. last week of May 2020	Submitted to the ICPRR Focal an accurate masterlist equivalent to 14 has. Third week of May 2020	5.00		4.00	4.50	
PCPP 2020	Submitted to the ICPR Focal the Nursery Operations Report (NOR) with 50% or \$160 seednuts sown by 2nd week of June 2020	Submitted to the ICPR Focal the Nursery Operations Report (NOR) with 100% or \$160 seednuts sown by 1st week of June 2020	3.00		4.00	3.50	
No. of trees planted in 2019 (oil palm)	No Commitment						
No. of trees fertilized in 2019 (cocoanut)	Submitted to the JPM Focal the Acknowledgement Receipt of 7000 fertilized trees with 70 has. by 2nd week of June.	No delivery yet					
No. of trees fertilized in 2019 (oil palm)	No Commitment						

Strategic Measure / Major Result Output	Success Indicators (Targets + Performance Measures)	Actual Accomplishments (end of semester)	Rating				Remarks
			D ¹	E ¹	F ¹	A ¹	
No. of farmer data submitted in the MCFRS	Submitted to the MCFRS focal an enclosed the Validation/Verification of farmer registry data of 288 farmers (C) by 2nd week of June 2020	Submitted to the MCFRS focal an enclosed the Validation/Verification of farmer registry data of 288 farmers (C) last 1st week of June 2020	5.00		4.00	4.00	
No. of crops intercropped to coconut for 2020							
	No Commitment						
CHLCP	No Commitment						
Percentage of requests for permit under RA 6048 and trade regulatory registration / certification acted upon	100% of the request for permits (C) with complete requirements as prescribed in the IRQ, acted upon within the prescribed period (T)	No registered processor					
	100% of the request for registration/certification (C), with complete requirements stipulated in the AOs, acted upon within the prescribed period (T)	No registered processor					
Integrated Pest Management for Coconut (Monitoring Report)	Submitted to the IPM Focal 1 accurate Municipal Monthly IPM Monitoring Report (C) on pests-infested palms every 20th day of the month 2020 (T).	Submitted to the IPM Focal 1 accurate Municipal Monthly IPM Monitoring Report (C) on pests-infested palms every 20th day of the month 2020 (T).	5.00		5.00	5.00	
Insurance to PCIC	Insured with PCIC 20 coconut farmer recipients of PCA projects by last week of June 2020	Insured with PCIC 75 coconut farmer recipients of PCA projects last week of June, 2020	5.00		3.00	4.00	
Submission of Reports	Submitted 1 accurate Monthly Accomplishment Report every 30th day of the month.	Submitted 1 accurate Monthly Accomplishment Report every 30th day of the month.	5.00		5.00	5.00	

Strategic Measure / Major Final Output	Success Indicators (Targets + Performance Measures)	Actual Accomplishments (end of semester)	Rating				Remarks
Extension Services	Conducted 10 meetings by 2nd week of June 2020.	Conducted 4 meetings by 2nd week of June 2020.	2.00		3.00	2.50	
Extension Services	Attended 2 meetings (external) by 2nd week of June 2020.	Attended 0 meetings (external) by 2nd week of June 2020.	1.00		1.00	1.00	Took charged on releasing permit for the admin aids in state of WFH
	Conducted 60 farm visits by 2nd week of June 2020	Conducted 9 farm visits by 2nd week of June 2020	2.00		5.00	3.50	
Extension Services	Conducted 4 techno-demos by 2nd week of June 2020	Conducted 4 techno-demos by 2nd week of June 2020	3.00		3.00	3.00	
	Distributed 20 IEC materials by last week of June 2020.	Distributed 219 IEC materials last 17th of June 2020.	5.00		5.00	5.00	
Commodity Price Monitoring	Directed Focal Person to transmitted 123 text messages the Daily Average (0) Coconut Commodity Price before 12 noon (T).	Directed Focal Person to transmitted 91 text messages the Daily Average (0) Coconut Commodity Price before 12 noon (T).	2.00		5.00	3.50	
C. SUPPORT FUNCTIONS							
Administrative and Extension Services Assistant	Assist SA Designate in reviewing the reports submitted by CDOs/CCDOs.	Assisted SA Designate in reviewing the reports submitted by CDOs/CCDOs.	5.00		5.00	5.00	
	Prepare Permit to Out and Permit to Transport documents for PCDMs signature in the absence of the Administrative Assistant	Prepared Permit to Out and Permit to Transport documents for PCDMs signature in the absence of the Administrative Assistant	5.00		5.00	5.00	
QGIS	Transmitted a 1 geotagged pictures per projects through email to the GIS focal of Regional Office by the end of June 2020	Transmitted a 1 geotagged pictures through email to the GIS focal of Regional Office last February 2020 end of the week	5.00		5.00	5.00	
			TOTAL RATING				80.00
			FINAL AVERAGE RATING				4.00
ADJECTIVAL RATING							
Comments and Recommendation for Development Purposes:							
She's an employee that can be relied on the tasks assigned to her. Brilliant and intelligent, she demonstrated extra leadership skills, knowledge and experience as a previous college instructor. A person who has the ability to encourage her peers and lead the team to do job in working as a team for the good of the province. If given opportunity for a permanent position, she's number in the list. Keep it up and remain always humble and God fearing. My privilege to be working with you							
Discussed with:	Date:	Assessed by:	Date:	Final Rating by:	Date:		

