INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW (IPCR) - FINANCE AND ADMINISTRATIVE SERVICES DIVISION

I, ALLAN G. ACOSTA, Head of the Management Information Systems Unit, commit to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period January to June 2021

ALLAN G. ACOSTA

Ratee

Approved by	Date	
MA. JOSEFINA P. ABILAY		
Regional Director		

MFO/PAP		Alloted	Individuals	Actual Accomplishments		Rating Q E T			Remarks
·	SUCCESS INDICATORS (TARGETS + MEASURES)		Accountable	Actual Accomplishments		E	Т	A	The state of the s
MFO III. REGIONAL S&T SERVICES									
V. Resiliency to disaster risks and climate change ensured									
Intensify provisions of information, products and services for disaster risk reduction and climate change adaptation and mitigation	Provision of one (1) Information, Education and Campaign (IEC) and related DRRM Activity for MIMAROPA stakeholders by the end of June		Allan Acosta Aaron Esclamado	Conducted three (3) DRRM-related orientation / training by end of June -Review and re-orientation on Hydromet Maintenance, Calibration and Troubleshooting -Training of LGUs and DILG Field Officers on the use and operation of S-PASS Travel Management System -Training on the management and operation of VIMS-IR for Hospitals, RHUs and Bakuna Centers in MIMAROPA	4	4	4	4	
Number of sector-specific learning and development interventions conducted									
1. Agriculture									No target for agri sector
2. Academe									No target for acad sector
3. LGUs	1 DRRM activity		Allan Acosta	Training on S-PASS and VIMS-IR	5	4	4	4.333333333	
4. NGAs	1 DRRM activity		Aaron Esclamado	Training on S-PASS, VIMS-IR and Hydroment Maintenance and Calibration	5	4	4	4.333333333	
5. Media									No target for media
6. NGO/PO/private									No target for NGO
Percentage of provinces engaged for DRR and CC learning and development	Engagement of five (5) provinces in Disaster Risk Reduction and Climate Change learning and Development by the end of June		Allan Acosta Aaron Esclamado	Five (5) provinces of MIMAROPA participated the trainings and events relative to Disaster Risk Reduction and Climate Change learning and Development by the end of June -Review and re-orientation on Hydromet Maintenance, Calibration and Troubleshooting -Training of LGUs and DILG Field Officers on the use and operation of S-PASS Travel Management System -Training on the management and operation of VIMS-IR for Hospitals, RHUs and Bakuna Centers in MIMAROPA	4	4	5	4.333	
Public service continuity plan implemented/ deployed	Implementation / deployment of One (1) Public Service Continuity Plan (PSCP) by the end of June		Allan Acosta Aaron Esclamado	One (1) Public Service Continuity Plan (PSCP) implemented by end of June - DOST-MIMAROPA PSCP	4	3	5	4	
SUPPORT FUNCTIONS									
Effective STI governance achieved									

					1	1	1	
I. Enhance operational efficiency through harmonized information systems								
Number of information systems	Develop / adopt two (2) information systems for office productivity by the end of June		Develop two (2) information systems for MIMAROPA by end of June	4	5	5	4.667	
1. Developed			HEALS ORAS Offline Attendance thru SMS	4	5	5	4.667	
2. Adopted/applied								
Number of information system maintained/upgraded	Maintained / upgraded Ten (10) information systems to enhance office processes by the end of June	Allan Acosta Aaron Esclamado Tiesan Jun Ondoy Alexander Pijan	Thirteen (13) Information maintained / upgraded by end of June 1. Official Website, 2. TRACE, 3. HaNDA, 4. IMPRESSION, 5. RADIUS, 6. eNGAS, 7. Scholarship MIS, 8. FINDSTAR, 9. Biometrics Attendance System, 10. MIMAROPA Ventures, 11. ORAS, 12. Moralle Survey (HRMIS), 13. HEALS	5	5	5	5	
Number of workstation / ICT equipment maintained	Conduct ICT maintainance to twenty-five (25) workstations and ICT equipment to secure an operational office ICT assets by the end of June		Fifty-five (55) workstations and ICT equipment maintained by end of June (list of ICT equipment to be provided upon request)	5	5	5	5	
III. Ensure compliance to good governance requirements								
Compliant to:								
1. GAD								
2. Senior Citizen Law								
3. PWD								
4. FOI	Implementation of FOI provisions in the office	Allan Acosta Tiesan Jun Ondoy	Posted updated copy of the FOI Manual, and submitted copy of 2020 FOI AR to the DOST-CO and PCOO		5	5	5	
5. Data Privacy	Implementation of DPA provisions in the office	Allan Acosta	DPA provisions mainstreamed / implemented to DOST- MIMAROPA documents and related Data Collection Forms		5	5	5	
6. ARTA								
VII. Innovating and Intervening Accomplishments								
	Imlementation / adoption of relevant STI programs and activities	Allan Acosta Alexander Pijan	Assisted in the implementation of MITHI PPAs	4	5	4	4.333333333	
		Allan Acosta Tiesan Jun Ondoy	Assisted in the implementation of DARIUS Project	4	5	4	4.333333333	
		Allan Acosta	Assisted in the implementation of S-PASS and VIMS in MIMAROPA	5	4	4	4.333333333	
Final Average Rating				0	0	0	4.524	

Comment and Recommendations for Development Purposes

Discussed with	Date	Assessed by:	Date	Final Rating By
ALLAN G. ACOSTA		JERRY B. MERCADO		DR. MA. JOSEFINA P. ABILAY
Employee		Chief, TSD		Head of Office

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