



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF AGRICULTURE
BUREAU OF AGRICULTURAL RESEARCH
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July 09, 2024

MEMORANDUM FROM THE ASSISTANT DIRECTOR AND CHAIRMAN OF THE PERFORMANCE MANAGEMENT TEAM (PMT)

TO : ALL PERMANENT AND CONTRACT OF SERVICE (COS) PERSONNEL

SUBJECT : SUBMISSION OF 2024 1st SEMESTER ACCOMPLISHMENT WITH RATINGS and 2nd SEMESTER TARGETS FOR INDIVIDUAL PERFORMANCE AND COMMITMENT REVIEWS (IPCR)


In the interest of service and to ensure the regular monitoring of targets vis-a-vis accomplishments of all employees in line with the bureau's goals, all permanent and Contract of Service (COS) personnel are enjoined to submit their individual performance and commitment review (IPCR) **accomplishments with ratings for the 1st semester of 2024 AND 2nd semester targets of 2024 (original and photocopy)** to the Human Resources Management Unit (HRMU) **on or before July 19, 2024, Friday.**

Please take note that the accomplishments and ratings for your respective IPCRs for the 1st Semester of 2024 should be written on the photocopies of your submitted AND approved IPCR targets which will be distributed by the HRMU on or before July 12, 2024.

The individual accomplishments with ratings documents shall be used for the updating of DA-BAR's PCR files. This will also serve as reference for the bureau's monitoring and evaluation (M&E) of individual performance indicators.

For inquiries, you may contact the PMT Secretariat **Vanessa Mae V. Abuel** through local 2126 or email at vmabuel@bar.gov.ph.

For your guidance and strict compliance.


JOELL H. LALES