



DEPARTMENT OF  
ENVIRONMENT AND  
NATURAL RESOURCES

DENR SPECIAL ORDER  
No. 2002 - 42  
Series of 2002

JAN 22 2002

**SUBJECT: CREATION OF PERFORMANCE EVALUATION REVIEW  
COMMITTEE (PERC) IN THE DENR CENTRAL OFFICE**

Pursuant to CSC Memorandum Circular No. 25, Series of 1999 calling for a modified DENR Performance Evaluation System (DENRPES), a Performance Evaluation Review Committee in the DENR Central Office shall be created and composed of the following:

Assistant Secretary for Finance and Management Services - Chairman  
Director, Administrative Service - Vice Chairman  
Chief, Project Development and Evaluation Division - Member  
Two (2) Representatives from the Rank-and-File  
    - one for the 1<sup>st</sup> level and another for the 2<sup>nd</sup> level - Members

The Heads of Offices and Division Chiefs shall automatically become members of the said Committee during the review of the individual performance targets and evaluation of their particular Offices/ Divisions.

The PERC in the DENR Central Office shall perform these various functions and responsibilities, which shall include but are not limited to the following:

- A. Review of Employee Performance Targets;
- B. Review of Performance Standards;
- C. Determination of Final Rating;
- D. Monitoring and Evaluation of the PES.

The PERC is also encouraged to establish its own procedures and strategies pertaining to its work. The Personnel Division of the Administrative Service shall act as Secretariat to the said Committee.

This Special Order takes effect immediately.

  
**HEHERSON T. ALVAREZ**  
Secretary

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