



**NATIONAL CENTER FOR MENTAL HEALTH
PERFORMANCE MANAGEMENT TEAM
INDIVIDUAL DEVELOPMENT PLAN**

PRF IDP
Rev. 0
19 Jun 2023

Employee's Plan: _____

Plantilla Position: _____

Service/Division: _____

Part A. COMPETENCY ASSESSMENT

Description/ Critical Incident/ Comment

Area(s) of Strength	Area(s) for Growth or Performance Gap

Part B. LEARNING AND DEVELOPMENT PLAN

Proposed LDI (Formal ¹ /Non-Formal ² /Informal ³)	Resource Needed	Target Date	Achieved Date

<i>Prepared by:</i>	<i>Discussed with:</i>	<i>Noted by:</i>
Supervisor	Employee	Next-Higher Supervisor
Date:	Date:	Date:

¹ Formal learning refers to educational arrangements such as curricular qualifications and teaching-learning requirements that take place in an educational and training instructions recognized by relevant national authorities and which lead to granting diplomas and qualifications (e.g., bachelor, masters, doctorate, etc.)
² Non-formal learning refers to learning that has been acquired in addition or alternatively to formal learning, which may be structured and made more flexible according to educational and training arrangements (e.g., short courses, training, seminars, and conventions)
³ Informal learning refers to learning that occurs in daily life assessed, through the recognition, validation and accreditation processes and which can contribute to qualifications (e.g., certifications)
Source: Republic Act No. 10912, Continuing Professional Development Act of 2016.