



Republic of the Philippines
PROVINCE OF ISABELA
 City of Ilagan

PROVINCIAL HUMAN RESOURCE MANAGEMENT OFFICE

ACCOMPLISHMENT REPORT

for the months of

JANUARY & FEBRUARY 2018

I. PGI Employees (Clients)

Total

PERMANENT EMPLOYEES	972
CONTRACTUAL EMPLOYEES	1458

II. Processed Monetization, Step Increment, Loyalty

#	OFFICES	Availed Monetization	with Step Increment		with Loyalty pay	
		Jan.& Feb.	January	February	January	February
1	Prov'l. Governor's Office	4	-	-	-	2
3	Coastal Dev't. Office.	-	-	-	-	-
4	PDRRMC Office	-	-	-	-	-
6	INFO	-	-	-	-	-
7	PGO-Library	-	-	-	-	-
8	PGO-Museum	1	-	-	-	-
9	PSO	-	-	-	-	1
10	Prov'l. Jail	-	-	-	-	-
11	Prov'l. Administrator	1	-	-	-	1
12	PHRMO	2	1	2	-	3
13	Vice Governor's Office	1	-	2	1	1
14	Prov'l. Secretary's Off.	1	-	-	-	-
15	Prov'l. Planning & Dev't. Off.	-	-	3	-	2
16	Prov'l. Budget	3	-	3	1	-
17	Prov'l. Accountant	1	1	3	2	-
18	Prov'l. Treasurer	1	-	3	-	-
19	Prov'l. Assessor	-	-	4	-	-
20	Prov'l. Legal	-	-	1	-	-
21	Prov'l. Social Welfare	2	-	-	2	-
22	Prov'l. Agriculturist	1	1	-	8	-
23	Prov'l. Veterinarian	-	-	5	11	-
24	ENRO	-	-	4	8	-
25	Prov'l. Engineer	14	1	1	4	2
26	Prov'l. Cooperatives	-	-	-	1	1
27	Prov'l. Compound & Maint. Office	1	-	-	2	-
28	Isabela Prov'l. Tourism Office	-	-	-	-	-
29	Prov'l. General Services	6	-	2	1	6
30	Gov.Faustino N DY Sr. Memorial H	5	12	-	51	-
31	PHO-Field	1	8	-	7	-
32	Echague Dist. Hosp.	1	-	1	11	-
33	Cauayan District Hosp.	-	-	1	19	1
34	Milagros District Hosp.	4	1	1	25	1
35	Manuel A. Roxas Dist. Hosp.	6	-	-	15	-
36	Palanan Stn. Hosp.	-	-	-	2	-
37	San Mariano Ext.	3	-	-	3	-
TOTAL		59	25	36	174	21

9	PVET		9		12
10	ASSESSOR		9		7
11	JAIL		5		5
12	PSWD		11		5
13	PBO		6		9
14	Prov'l. Secretary's Office		7		11
15	ADMIN.		2		-
16	PLO		-		3
17	CMO		1		10
18	PPDO		5		11
19	COOP.		1		-
20	PHRMO		1		2
21	PGO		6		2
22	PDRRMO		-		1
23	MILAGROS ALBANO DIST. HOSP.		6		5
24	MARDH		3		2
25	SMCH		5		3
26	GFNDYMH		19		37
27	PHO-FHS		39		29
28	EDH		8		11
29	CDH		<u>23</u>		<u>26</u>
	TOTAL		261		268

V. Issued Certifications & Service Records (Walk-In clients)

366

			January		February
	Certifications		154		90
	Service Records		77		45

VI. Issued Internal Memo

January

February

4

			January		February
			1		3

VII. Received Application Letters

January

February

217

	Hospitals		20		15
	Offices		97		85

other services

III. Assisted & Prepares Vouchers with attachment of the ff. Retirees for the month

JANUARY

	Name	Office	Date of Retirement /Separation
1	ALBANO CRESENCIO	OPE	January 1, 2018
2	BULAN, ELISEO C.	OPE	January 1, 2018
3	CABAUATAN, JOSEFA P.	OPE	January 1, 2018
4	CADATAL, EDGARDO C.	ENRO	January 1, 2018
5	CANCERAN, ROSER D.	MADH	January 1, 2018
6	JIMENEZ, NORMA B.	MADH	January 1, 2018
7	PUA, LAGRIMAS B.	MARDH	January 1, 2018
8	CASUGA, ARCELI T.	MARDH	January 1, 2018
9	TUGADE, MICHELLE G.	MARDH	January 1, 2018
10	DUMELOD, ZENAIDA B.	PTO	January 1, 2018
11	FIESTA, WILFREDO V.	JAIL	January 1, 2018
12	GONG, ISABELITA G.	GFNDYMH	January 1, 2018
13	TALOSIG, PERCIVAL G.	PVET	January 1, 2018
14	VIESCA, FLORENCIO G.	OPA	January 1, 2018
15	REYES, REYNAN R.	COASTAL	January 20, 2018
16	LEE, ROLANDO V.	ENRO	January 27, 2018

FEBRUARY

17	VALERIO, LOURDES N.	CDH		February 1, 2018
18	PASCUA, IRENE A.	PSWD		February 9, 2018

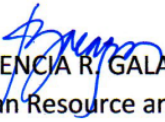
IV. Processed Leave Application

529

			January		February
1	GSO		23		16
2	OPA		16		12
3	ACCOUNTING		5		12
4	ENRO		8		4
5	PTO		5		6
6	PSO		8		2
7	TOURISM (IML)		3		1
8	OPE		27		24

VIII. Printed, Check & Verified DTR's for Contractuals 15th & 30th Salary			1458
IX	Check & Verified DTR's for SQL, for perm. Hospital personnel (Monthly)		395
XI	Consolidated Flag Raising Attendance Perm. & Cont'l.		1624

Submitted by:


HORTENCIA R. GALAPON
Provincial Human Resource and Management Officer