



PROVINCIAL HUMAN RESOURCE MANAGEMENT OFFICE

ACCOMPLISHMENT REPORT

for the month of

May 2019

I. PGI Employees (Clients) Total

PERMANENT EMPLOYEES 1,215

CONTRACTUAL EMPLOYEES 1,609

II. Processed Monetization, Step Increment, Loyalty

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

TOTAL

22



other services

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

	Name	Position/Office	Date of Retirement /Separation
1	LETICIA DELA CRUZ	Nurse II/CDH	May 18, 2019
2	MARIO AQUINO	Agri. Center Chief II/OPA	May 16, 2019
3	FRANCISCO HOPE S. PASCUAL	CMCapataz/OPE	May 1, 2019

IV. Processed Leave Application

	Offices	# of Filed Leave
1	GSO	34
2	OPA	17
3	ACCOUNTING	32
4	ENRO	-
5	PTO	14
6	POSO	5
8	TOURISM (IML)	5
9	OPE	42
10	PVET	11
11	ASSESSOR	16
12	JAIL	11
13	PSWD	17
14	PBO	14
16	Prov'l. Secretary's Office	14
17	Vice Gov.	4
18	ADMIN.	5
19	PLO	-
20	CMO	8
21	PPDO	15
22	COOP.	3
23	PHRMO	7
24	PGO	11
25	PIACO	2
26	PIO	1
27	PDRRMO	5
28	MADH	19
29	MARDH	9
30	GFNDYMH	64

31	PHO-FHS	38
32	EDH	10
33	CDH	23
34	SMCH	8
35	Palanan Station Hospital	-
	TOTAL	

V. Reported Accession and Separation

1	Accession	-
2	Separation	3

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

1	Certifications	17
2	Service Records	17

VII. Issued Internal Memo	
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VIII. Received Application Letters

	Hospitals	5
	Offices	18

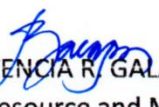
IX. Printed, Check & Verified DTR's for Contractuals 15th & 30th Salary
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X Publication of Vacant Position
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XI Check & Verified DTR's SQL, for Perm. Hospital personnel
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XII Consolidated Flag Raising Attendance Perm. & Cont'l.
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Submitted by:

  
 HORTENCIA R. GALAPON  
 Provincial Human Resource and Management Officer