



Republic of the Philippines
PROVINCE OF ISABELA
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PROVINCIAL PLANNING & DEVELOPMENT OFFICE

April 4, 2014

Hon. FAUSTINO G. DY III
Provincial Governor
Capitol, City of Ilagan, Isabela

Thru: **Atty. NOEL MANUEL R. LOPEZ, CPA**
Provincial Administrator

Dear Sir:

Greetings from the PPDO Family.

We are pleased to submit herewith our Office's Weekly Accomplishment from March 31- April 4, 2014, which is hereto attached.

Thank you and God Bless.

Very truly yours,

NESTOR O. SALVADOR
Provincial Planning & Development Coordinator

| DATE | ACCOMPLISHMENTS | RESULT | Responsible Person |
|----------------|---|---|--------------------------------|
| March 31, 2014 | ➤ Hosted the Monday Convocation. | | PPDO Staff |
| | ➤ PPDC Salvador attended the Regular Monday Meeting of all Department Heads at the Governor's Mini Conference Hall. | | Mr. Nestor O. Salvador PPDC |
| | ➤ PPDO Staff Meeting. | ➤ Developmental issues, problems and concerns regarding activities to be undertaken for the week were discussed. | PPDO Staff |
| | ➤ Trade Fair Committee Meeting. | ➤ PPDC Salvador met the members of the Trade Fair Committee and discussed salient activities to be undertaken during the Isabela Day. | PPDO,DTI,GSO, OPE |
| | ➤ Revised the Lay-out of Isabela Trade Fair Booth in coordination with OPE. | ➤ For submission and approval of the Provincial Administrator. | Mr. Joe Vincent R. Batoon |
| April 1, 2014 | ➤ Coordinated /confirmed the participation of personnel from the different departments in the conduct of the Farmer's Congress at Maconacon and Divilacan, Isabela on April 2-3, 2014 | ➤ Coordinated and confirmed attendance of the PGI Department Heads & Staff who will be joining the said activity. | Ms. Visitacion C. Nicolas |

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| | <ul style="list-style-type: none"> ➤ Attended the Environment Committee Hearing. | <ul style="list-style-type: none"> ➤ Final draft will be presented on April 7, 2014. | PPDC Nestor O. Salvador & Ms Helen V. Baggao |
| | <ul style="list-style-type: none"> ➤ Facilitated the request of the Office of the Provincial Agriculture in acquiring an electronic copy of the PDPFP. | | Mesdames Flor C. Malsi & Mylene Pedregosa |
| | <ul style="list-style-type: none"> ➤ Consolidated the annual reports of the different Departments of the Provincial Government of Isabela. | <ul style="list-style-type: none"> ➤ This report will form part in the 2013 State of Local Government Performance of the province to be submitted to DILG Region 02. | Mesdames Ma. Visitacion M. Colobong, Brenda P. Ordonez and Flordelina C.Malsi |
| | <ul style="list-style-type: none"> ➤ Conducted an economic survey at Cabagan and Tumauni, Isabela for two days (April 1 & 2, 2014). Consolidated outputs on April 3-4, 2014. | <ul style="list-style-type: none"> ➤ Data gathered will be utilized in the I-BUILD component of the PRDP. | Mesdames Remilda P. Salas and Nemia L. Callang |
| April 2, 2014 | <ul style="list-style-type: none"> ➤ Reviewed and assessed the Data Capture Forms submitted to PPDO. ➤ Coordinated with DILG on how to accomplish LGPMS Scaling Table. ➤ Continued consolidating Annual Reports. ➤ Made necessary analysis on the Reports submitted. | <ul style="list-style-type: none"> ➤ This report will form part in the 2013 State of Local Government Performance of the province to be submitted to DILG Region 02. | Mesdames Ma. Visitacion M. Colobong, Brenda P. Ordonez and Flordelina C.Malsi |

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| | <ul style="list-style-type: none"> ➤ Attended the 2-Day Farmers Congress at Maconacon, Isabela (April 2-3, 2014). | <ul style="list-style-type: none"> ➤ Acted as Secretariat and Facilitators in the said event. | PPDC Nestor O. Salvador & Ms. Visitacion C. Nicolas |
| April 3, 2014 | <ul style="list-style-type: none"> ➤ Continued working on the LGPMS. | <ul style="list-style-type: none"> ➤ 2013 SLGR | Mesdames Ma. Visitacion M. Colobong, Brenda P. Ordonez and Flordelina C. Malsi |
| | <ul style="list-style-type: none"> ➤ Updated the Geo-Hazard Maps. ➤ Prepared the GIS Work and Financial Plan. | <ul style="list-style-type: none"> ➤ To be used in updating the Disaster Risk Reduction Vulnerability Assessment. ➤ For submission to the GIS Coordinator, Atty Eduardo R. Cabantac. | Mr. John Paul R. Hernandez Ms. Ma. Visitacion M. Colobong |
| | <ul style="list-style-type: none"> ➤ Coordinated with Mr. Danilo Tumamao re: PCIP Resolution. | <ul style="list-style-type: none"> ➤ For endorsement to RDC 02 | Ms. Helen V, Baggao |
| April 4, 2014 | <ul style="list-style-type: none"> ➤ Continued working on the LGPMS. | <ul style="list-style-type: none"> ➤ 2013 SLGR | Mesdames Ma. Visitacion M. Colobong, Brenda P. Ordonez and Flordelina C. Malsi |
| | <ul style="list-style-type: none"> ➤ Consolidated and matched the attendance sheet to that of the routing slip in the just concluded Farmer's Congress at Maconacon and Divilacan, Isabela. | <ul style="list-style-type: none"> ➤ For submission to the Provincial Administrative Office. | Mesdames Visitacion C. Nicolas and Ma. Theresa Vitales |

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| | <ul style="list-style-type: none"> ➤ Coordinated with the Provincial Budget Officer re: 2-Day RBRC Survey Meeting and Consultation. | <ul style="list-style-type: none"> ➤ Details of the 2 Day activity were discussed. | Ms. Helen V. Baggao |
| | <ul style="list-style-type: none"> ➤ Prepared documents needed for the next scheduled Farmer's Congress at Burgos, Isabela. | <ul style="list-style-type: none"> ➤ Registration Forms. Routing Slip and M&E Matrix prepared. | Mesdames Visitacion C. Nicolas & Ma. Theresa Vitales Mr. Joe Vincent R. Batoon |
| Administrative Concerns: (March 31, 2014-April 4, 2014) <ul style="list-style-type: none"> ➤ Prepared the following documents: Vouchers, Emergency Purchase Request, Liquidation Papers, etc.. ➤ Coordinated/Picked-up Emergency Purchase at PGSO and Goodluck Trading. ➤ Received and Filed incoming and outgoing Communications. | | | <ul style="list-style-type: none"> ➤ Ms. Joy S. Alabon ➤ Messr. Godofredo A. dela Cruz & Willy L. Dayag ➤ Mesdames Joy Alabon Narlene R. Baggao and Jessica R. Huidem |
| Maintained daily cleanliness and orderliness of the Office | | | <ul style="list-style-type: none"> ➤ Mr. Celso V. Plata |

Thank you very much and God Bless.

Very truly yours,

NESTOR O. SALVADOR
Provincial Planning & Development Coordinator

