



Republic of the Philippines
PROVINCE OF ISABELA
City of Ilagan

PROVINCIAL HUMAN RESOURCE MANAGEMENT OFFICE

ACCOMPLISHMENT REPORT

for the month of

September

I. PGI Employees (Clients)

Total

PERMANENT EMPLOYEES

1030

CONTRACTUAL EMPLOYEES

1756

II. Processed Monetization, Step Increment, Loyalty

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

TOTAL

18

38

3

other services

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

	Name	Position/Office	Date of Retirement /Separation
1	LUZ T. DOMINGO	CEO I/PGO	September 1, 2018
2	EDNA A.ASUNCION	SWO I/PSWD	September 16, 2018
3	EDMOND A. GUZMAN	PDRRMO	September 28,2018

IV. Processed Leave Application

	Offices	September
1	GSO	14
2	OPA	8
3	ACCOUNTING	8
4	ENRO	7
5	PTO	4
6	POSO	1
8	TOURISM (IML)	7
9	OPE	18
10	PVET	7
11	ASSESSOR	4
12	JAIL	4
13	PSWD	1
14	PBO	7
16	Prov'l. Secretary's Office	1
17	SP	6
18	ADMIN.	2
19	PLO	0
20	CMO	7
21	PPDO	7
22	COOP.	0
23	PHRMO	1
24	PGO	7
25	MILAGROS ALBANO DIST. HOSP.	9
26	MARDH	11
28	GFNDYMH	17
29	PHO-FHS	16
30	EDH	9
31	CDH	13

32	Palanan Station Hospital	4
	TOTAL	200

V. Report on Accession and Separation

1	Accession	47 (Prom. & New)
2	Separation	3

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

1	Certifications	27
2	Service Records	3

VII. Issued Internal Memo	-
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VIII. Received Application Letters September

	Hospitals	22
	Offices	89

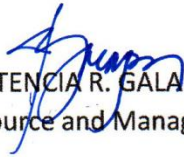
IX. Printed, Check & Verified DTR's for Contractuals 15th & 30th Salary

X Publication of Vacant Position

XI Check & Verified DTR's SQL, for Perm. Hospital personnel

XII Consolidated Flag Raising Attendance Perm. & Cont'l.

Submitted by:



HORTENCIA R. GALAPON
 Provincial Human Resource and Management Officer