



Republic of the Philippines
PROVINCE OF ISABELA
City of Ilagan

PROVINCIAL HUMAN RESOURCE MANAGEMENT OFFICE

ACCOMPLISHMENT REPORT

for the month of

August 2018

I. PGI Employees (Clients)

Total

PERMANENT EMPLOYEES

992

CONTRACTUAL EMPLOYEES

1735

II. Processed Monetization, Step Increment, Loyalty

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

TOTAL

19

17

5

other services

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

	Name	Position/Office	Date of Retirement /Separation
	none		

IV. Processed Leave Application

	Offices	August
1	GSO	20
2	OPA	16
3	ACCOUNTING	18
4	ENRO	2
5	PTO	9
6	POSO	1
8	TOURISM (IML)	6
9	OPE	25
10	PVET	10
11	ASSESSOR	15
12	JAIL	10
13	PSWD	11
14	PBO	9
16	Prov'l. Secretary's Office	2
17	SP	16
18	ADMIN.	4
19	PLO	4
20	CMO	3
21	PPDO	5
22	COOP.	0
23	PHRMO	9
24	PGO	11
25	MILAGROS ALBANO DIST. HOSP.	8
26	MARDH	8
28	GFNDYMH	54
29	PHO-FHS	26
30	EDH	9
31	CDH	13

32	Palanan Station Hospital	2
	TOTAL	326

V. Report on Accession and Separation

		August
1	Accession	-
2	Separation	-

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

		August
1	Certifications	40
2	Service Records	11

VII. Issued Internal Memo	1
----------------------------------	----------

VIII. Received Application Letters **August**

	Hospitals	15
	Offices	60

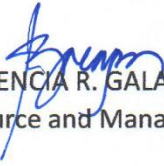
IX. Printed, Check & Verified DTR's for Contractuals 15th & 30th Salary

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