



PROVINCIAL HUMAN RESOURCE MANAGEMENT OFFICE

ACCOMPLISHMENT REPORT

for the month of

March 2019

I. PGI Employees (Clients) Total

PERMANENT EMPLOYEES **1,157**

CONTRACTUAL EMPLOYEES **1,671**

II. Processed Monetization, Step Increment, Loyalty

#	OFFICES	Availed Monetization	with Step Increment	with Loyalty pay
1	Prov'l. Governor's Office	1	4	
3	Coastal Dev't. Office.			
4	PDRRMC Office			
6	INFO			
7	PGO-Library		2	
8	PGO-Museum			
9	PSO	1		
10	Prov'l. Jail	1	6	
11	Prov'l. Administrator	1	2	
12	PHRMO		1	
13	Vice Governor's Office			
14	Prov'l. Secretary's Off.		6	
15	Prov'l. Planning & Dev't. Off.		5	
16	Prov'l. Budget	1		
17	Prov'l. Accountant		7	
18	Prov'l. Treasurer	5	3	
19	Prov'l. Assessor	5	5	
20	Prov'l. Legal			
21	Prov'l. Social Welfare	4	5	
22	Prov'l. Agriculturist			
23	Prov'l. Veterinarian		4	
24	ENRO		6	
25	Prov'l. Engineer			
26	Prov'l. Cooperatives		2	
27	Prov'l. Compound & Maint. Office	2		
28	Isabela Prov'l. Tourism Office			
29	Prov'l. General Services	8	2	3
30	PIACO			
31	GFNDY Sr. Memorial Hosp.	1		
32	PHO-Field	1		
33	Echague Dist. Hosp.		3	
34	Cauayan District Hosp.	4	7	
35	Milagros District Hosp.	5	5	
36	Manuel A. Roxas Dist. Hosp.	2	12	
37	Palanan Stn. Hosp.		2	
38	San Mariano Ext.	1	7	
TOTAL		43	96	3

other services

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

	Name	Position/Office	Date of Retirement /Separation
1	JONATHAN C. YAP	MO-III/CDH	March 1, 2019
2	SHIRLEY LAGGUI	Midwife I/GFNDY	March 1, 2019
3	ANTONIO CARREON	LEO/OPE	March 9, 2019
4	JOSE S. GALAMGAM	FW/PVET	March 25, 2019

IV. Processed Leave Application

	Offices	# of Filed Leave
1	GSO	20
2	OPA	14
3	ACCOUNTING	32
4	ENRO	6
5	PTO	18
6	POSO	4
8	TOURISM (IML)	9
9	OPE	44
10	PVET	15
11	ASSESSOR	13
12	JAIL	5
13	PSWD	19
14	PBO	11
16	Prov'l. Secretary's Office	5
17	SP	5
18	ADMIN.	4
19	PLO	0
20	CMO	10
21	PPDO	13
22	COOP.	0
23	PHRMO	3
24	PGO	12
25	PIACO	
26	MILAGROS ALBANO DIST. HOSP.	14
27	MARDH	9
28	GFNDYMH	34
29	PHO-FHS	26
30	EDH	7

31	CDH	31
32	SMCH	4
33	Palanan Station Hospital	9
	TOTAL	396

V. Reported Accession and Separation

1	Accession	140
2	Separation	4

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

1	Certifications	33
2	Service Records	12

VII. Issued Internal Memo	1
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VIII. Received Application Letters

	Hospitals	42
	Offices	19


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

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