



Republic of the Philippines
PROVINCE OF ISABELA
City of Ilagan

PROVINCIAL HUMAN RESOURCE MANAGEMENT OFFICE

ACCOMPLISHMENT REPORT

for the month of

January 2020

I. PGI Employees (Clients) Total

PERMANENT EMPLOYEES **1,267**

CONTRACTUAL EMPLOYEES **1,468**

GIP

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			
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			
22	Prov'l. Agriculturist			
23	Prov'l. Veterinarian			
24	ENRO			
25	Prov'l. Engineer	4	1	
26	Prov'l. Cooperatives			
27	Prov'l. Compound & Maint. Office			
28	Isabela Prov'l. Tourism Office			
29	Prov'l. General Services	2		1
30	PIACO	1		
31	GFNDY Sr. Memorial Hosp.	3		1
32	PHO-Field			
33	Echague Dist. Hosp.			
34	Cauayan District Hosp.	2		
35	Milagros District Hosp.			
36	Manuel A. Roxas Dist. Hosp.		1	
37	Palanan Stn. Hosp.			
38	San Mariano Ext.			
	TOTAL	17	2	2

other services

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

	Name	Position/ Office	Date of Retirement /Separation
	none		

IV. Processed Leave Application

	Offices	# of Filed Leave
1	GSO	16
2	OPA	25
3	ACCOUNTING	17
4	ENRO	4
5	PTO	13
6	PSO	2
8	TOURISM (IML)	9
9	OPE	57
10	PVET	12
11	ASSESSOR	16
12	JAIL	8
13	PSWD	16
14	PBO	3
16	Prov'l. Secretary's Office	3
17	Vice Gov.	0
18	ADMIN.	0
19	PLO	1
20	CMO	3
21	PPDO	23
22	COOP.	0
23	PHRMO	4
24	PGO	14
25	PIACO	2
26	PYDO	0
27	PDRRMO	4
28	MADH	68
29	MARDH	4
30	GFNDYMH	68
31	PHO-FHS	24
32	EDH	13
33	CDH	29
34	SMCH	1

35	Palanan Station Hospital	4
	TOTAL	463

V. Reported Accession and Separation

1	Accession (New & Prom.)	61
2	Separation	7

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

1	Certifications	39
2	Service Records	6

VII. Issued Internal Memo	1
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VIII. Received and Notified Application Letters

	Hospitals	20
	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:


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 Provincial Human Resource and Management Officer