



HUMAN RESOURCE MANAGEMENT OFFICE

February

MONTH

Accomplishment Report

2022

YEAR

**I. SCREENING & SELECTION**

TARGET DEPARTMENT	NAME OF CANDIDATES	PURPOSE OF SCREENING (New appointment/promotion)	PRESENT POSITION	TARGET POSITION	EMPLOYMENT STATUS (Permanent or temporary)

**II. HIRING (Processed Appointments)**

NAME OF APPOINTEE	POSITION	EMPLOYMENT STATUS (Permanent, Co-terminous)	DEPARTMENT	EFFECTIVITY OF EMPLOYMENT	SALARY RATE
Bagay, Elmer T.	Admin. Aide III (Driver)	Permanent	PTO	February 1, 2022	14,125.00
Bidania, Gloria De Sola	Admin. Aide II (Messenger)	Permanent	PTO	February 1, 2022	13,305.00
Carganillo, Beatriz Mendoza	Admin. Aide II (Messenger)	Permanent	PTO	February 1, 2022	13,305.00
Cauilan, Mary Jane S.	Admin. Aide II (Messenger)	Permanent	PTO	February 1, 2022	13,305.00
Claravall, Robby S.	Admin. Aide IV (Bookbinder II)	Permanent	PTO	February 1, 2022	14,993.00
Eustaquio, Alvin Paolo B.	Admin. Aide III (Driver)	Permanent	PTO	February 1, 2022	14,125.00
Meredor, Christian Ivan L.	Admin. Aide IV (Bookbinder II)	Permanent	PTO	February 1, 2022	14,993.00
Puruccan, Cherrylin S.	Admin. Aide I (UW-I)	Permanent	PTO	February 1, 2022	12,517.00
Quion, Paolo D.	RCC-I	Permanent	PTO	February 1, 2022	15,909.00
Tagao, Carmina S.	Admin. Aide I (Bookbinder I)	Permanent	PTO	February 1, 2022	13,305.00
Viesca, Julie Ann J	Cash Clerk I	Permanent	PTO	February 1, 2022	14,993.00
Balmaceda, Analiza A.	Med. Tech. II	Permanent	PHO-FHS	February 2, 2022	35,097.00
Benoza, Arsen C.	Dentist III	Permanent	CDH	February 2, 2022	55,799.00
Binag, Manuel Cesar IV G.	PSO-III	Permanent	PSO	February 2, 2022	45,203.00
Dacquil, Ernesto Jr, A.	DEMO III	Permanent	PDRRMO	February 2, 2022	29,798.00
Eclipse, May Rose E.	LDRRMO I	Permanent	PDRRMO	February 2, 2022	25,439.00
Santos, Aldin Ian A.	Comp. Operator IV	Permanent	PDRRMO	February 2, 2022	32,321.00
Oriente, Maria Norma P.	UW-I	Permanent	Vice Gov	February 2, 2022	12,517.00
Tomas, Jeson R.	EA-II	Co-Term	Vice Gov	February 2, 2022	41,508.00

Abad, Ramon Jr. M.	Light Equipt. Optr.	Permanent	OPE	February 2, 2022	13,305.00
Aggari, Aristotle T.	Heavy Equipt. Optr.	Temporary	OPE	February 2, 2022	14,993.00
Andres, Inocencio II T.	Draftsman III	Permanent	OPE	February 2, 2022	25,439.00
Dela Cruz, Margie M.	CMO	Permanent	OPE	February 2, 2022	15,909.00
Del Rosario, James DC.	Light Equipt. Optr.	Permanent	OPE	February 2, 2022	13,305.00
Matusalem, Sammy B.	Light Equipt. Optr.	Permanent	OPE	February 2, 2022	13,305.00
Ramirez, Francisco Ignacio IV C.	CMO	Permanent	OPE	February 2, 2022	18,998.00
Renos, Marc Rene C.	Engineer II	Permanent	OPE	February 2, 2022	38,150.00
Rodil, Mario III T.	Clerk III	Permanent	OPE	February 2, 2022	16,877.00
Danao, Nerissa A.	EA-II	Co-Term	Vice Gov	February 16, 2022	41,508.00
Official, Leonardo	EA-II	Co-Term	Vice Gov	February 16, 2022	41,508.00

### III. TRAINING

#### A. IN-HOUSE

TITLE OF TRAINING/SEMINAR	NAME OF PARTICIPANTS	POSITION TITLE	DEPARTMENT	TRAINING DURATION
none				

#### B. HOSTED BY OTHER GOVERNMENT AGENCIES OR PRIVATE INSTITUTIONS

TITLE OF TRAINING/SEMINAR	NAME OF PARTICIPANTS	POSITION TITLE	DEPARTMENT	TRAINING DURATION
none				

### IV. EMPLOYEE ORIENTATION

NAME OF PARTICIPANTS	POSITION	DEPARTMENT	CONDUCTED BY (NAME OF HR PERSONNEL)
Serafin M. Buraga	Electrician	CMO	Janette A. Castillejo
Maria Norma P. Oriente	AA-I	Secretary's Office	Janette A. Castillejo
Louraine Ville B. Lita	Nurse	CDH	Janette A. Castillejo
Lon Mhar R. Saplan	Nurse	CDH	Janette A. Castillejo
Ernesto A. Dacquil Jr.	Contl	PDRRMC	Janette A. Castillejo
Aldrin Ian A. Santos	Contl	PDRRMC	Janette A. Castillejo

### V. SUBMISSION OF POST TRAINING REPORT

NAME OF EMPLOYEE	POSITION	TITLE OF TRAINING/SEMINAR	DATE SUBMITTED
none			

**VI. OFFICIAL BUSINESS MONITORING**

NAME OF EMPLOYEE	PLACE OF ASSIGNMENT	DATE OF INSPECTION	CONDUCTED BY (NAME OF HR PERSONNEL)
none			

**VI. OTHER PROGRAM/PROJECT/ACTIVITY**

PROGRAM/PROJECT/ACTIVITY	PROJECT DESCRIPTION	STATUS/REMARKS/ ACCOMPLISHMENT
none		

**VII. OTHER FUNCTIONS**

ISSUED MEMO	SUBJECT	MEMO FOR	DATE ISSUED	REMARKS
# 004	Submission of SALN as of Dec. 31, 2021	PGI Officials and Employees	February 7, 2022	

PREPARED BY:  <b>QUENNIE A. COMA</b> HRMO-I	APPROVED BY:  <b>JANETTE A. CASTILLEJO</b> Provincial Human Resource Management Officer
---	--