



**HUMAN RESOURCE MANAGEMENT OFFICE**

**April**  
**MONTH**  
**2023**  
**YEAR**

**Accomplishment Report**

**I. SCREENING & SELECTION**

TARGET DEPARTMENT	NAME OF CANDIDATES	PURPOSE OF SCREENING (New appointment/promotion)	PRESENT POSITION	TARGET POSITION	EMPLOYMENT STATUS (Permanent or temporary)
PGSO	RHODORA A. RAMIREZ	Promotion	Storekeeper I	ADAS IV (Bookbinder IV)	Permanent
	CANDELARIA B. VALEROS	Promotion	Storekeeper I	ADAS IV (Bookbinder IV)	Permanent
	JULIE C. GANGAN	Promotion	Admin. Aide IV	ADAS IV (Bookbinder IV)	Permanent
	MA. THERESA B. MARAMAG	Promotion	AO-V (SO-III)	SAO (AO-IV)	Permanent
	JAYPEE M. DELA CRUZ	Appointment	Applicant	SAO (AO-IV)	Permanent
	JOVEN B. JACINTO	Appointment	Applicant	SAO (AO-IV)	Permanent

**II. HIRING (Processed Appointments)**

NAME OF APPOINTEE	POSITION	EMPLOYMENT STATUS (Permanent, Co-terminous)	DEPARTMENT	EFFECTIVITY OF EMPLOYMENT	SALARY RATE
CAMERON M. MADDARA	SWO-I	Permanent	PSWDO	April 17, 2023	27,000.00
CLARITA G. CADIZ	Social Welfare Aide	Permanent	PSWD-Lingap Center	April 17, 2023	15,586.00
EDILYN S. ATRAJE	Admin. Aide III (Cook I)	Permanent	PSWD-WCPC	April 17, 2023	14,678.00
ANTONETTE S. DASMARINAS	Social Welfare Aide	Permanent	PSWD-Lingap Center	April 17, 2023	15,586.00
FINET R. CABACUNGAN	Social Welfare Aide	Permanent	PSWD-Halfway Home	April 17, 2023	15,586.00
JESSAMAY S. BALALENG	SWO-I	Permanent	PSWD-Halfway Home	April 17, 2023	27,000.00
MARCELO Q. BALAMACEDA	Utility Worker I	Permanent	PSWD-Halfway Home	April 17, 2023	13,000.00
ABIGAIL G. DE LEON	Social Welfare Aide	Permanent	PSWD-Halfway Home	April 17, 2023	15,586.00
NOEL C. MIRANDA, JR.	Social Welfare Aide	Permanent	PSWD-Halfway Home	April 17, 2023	15,586.00
PEEJAY Q. DORONIO	Admin. Aide III (Cook I)	Permanent	PSWD-Halfway Home	April 17, 2023	14,678.00

FRANCISCO C. RIVERO, JR.	Social Welfare Aide	Permanent	PSWD-Halfway Home	April 17, 2023	15,586.00
BRIAN P. BALABBO	AA-IV (Bookbinder II)	Permanent	Sec. Office	April 17, 2023	15,586.00
RESSIE MAY M. CARIAZO	AA-IV (Bookbinder II)	Permanent	Sec. Office	April 17, 2023	15,586.00
JOHN PATRICK A. GALAGNARA	AA-II (Messenger)	Permanent	Sec. Office	April 17, 2023	13,819.00
DOLORES W. TAGANAS	Admin. Asst. III (CO-II)	Permanent	Sec. Office	April 17, 2023	21,211.00
KARINETH G. TUGADE	Admin. Asst. I (Bookbinder III)	Permanent	Sec. Office	April 17, 2023	18,620.00

### III. TRAINING

#### A. IN-HOUSE

TITLE OF TRAINING/SEMINAR	NAME OF PARTICIPANTS	POSITION TITLE	DEPARTMENT	TRAINING DURATION

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

TITLE OF TRAINING/SEMINAR	NAME OF PARTICIPANTS	POSITION TITLE	DEPARTMENT	TRAINING DURATION
Supervisory Development Course Track I (SDC I)	JOYCE N. CABALONGA BLADIMIMIR A. PINTUCAN	CDO-II CDO-II	ENRO	April 18, 2023
Philippine Training of Trainers on Frontier ICTs and Cybersecurity for Sustainable Development	NELSON M. BERONILLA	Admin. Asst. II	PGO	April 11-14, 2023
Regionwide Assistance and Capability Enhancement to Fully Gear and Empower Agencies in Recruitment, Selection and Placement (RACE to FULL GEAR) Workshop and Orientation	JANETTE A. CASTILLEJO CARMENCITA R. FORONDA JOAN M. BALDO STEPHANIE M. FATALLA CHARITO A. YAGO ELEANOR I. DY	PHRMO SAO AO-II ADAS-I Statistician Aide HRMO-III	PHRMO GFNDYMH PIO Admin. Office PSWD PHRMO	April 26-27, 2023

### IV. EMPLOYEE ORIENTATION

<b>NAME OF PARTICIPANTS</b>	<b>POSITION</b>	<b>DEPARTMENT</b>	<b>CONDUCTED BY (NAME OF HR PERSONNEL)</b>
EDILYN S. ATRAJE	Admin. Aide III	PSWDO	Janette A. Castillejo
CLARITA G. CADIZ	Social Welfare Aide	PSWDO	Janette A. Castillejo
FINET R. CABACUNGAN	Social Welfare Aide	PSWDO	Janette A. Castillejo
FRANCISCO RIVERO	Social Welfare Aide	PSWDO	Janette A. Castillejo
CAMERON M. MADDARA	SWO-I	PSWDO	Janette A. Castillejo
JESSAMAY S. BALALENG	SWO-I	PSWDO	Janette A. Castillejo
JOECARLO B. DEL ROSARIO	AA-I	PTO	Janette A. Castillejo
JESUSITO G. COQUIAL	LTOO-I	PTO	Janette A. Castillejo
JORDAN T. BOLIBOL	AA-III	PTO	Janette A. Castillejo
MARCELO Q. BALAMACEDA	Admin. Aide	PSWDO	Janette A. Castillejo
NOEL C. MIRANDA, JR.	SWA	PSWDO	Janette A. Castillejo
ANTONETTE S. DASMARINAS	SWA	PSWDO	Janette A. Castillejo
ABIGAIL G. DE LEON	SWA	PSWDO	Janette A. Castillejo
REE JAY Q. DORONIO	Cook I	PSWDO	Janette A. Castillejo

### **V. SUBMISSION OF POST TRAINING REPORT**

<b>NAME OF EMPLOYEE</b>	<b>POSITION</b>	<b>TITLE OF TRAINING/SEMINAR</b>	<b>DATE SUBMITTED</b>
JOYCE N. CABALONGA BLADIMIMIR A. PINTUCAN	CDO-II CDO-II	Supervisory Development Course Track I (SDC I)	April 18, 2023
NELSON M. BERONILLA	Admin. Asst. II	Philippine Training of Trainers on Frontier ICTs and Cybersecurity for Sustainable Development	April 11-14, 2023

**VI. OFFICIAL BUSINESS MONITORING**

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

**VII. OTHER PROGRAM/PROJECT/ACTIVITY**

PROGRAM/PROJECT/ <u>ACTIVITY</u>	PROJECT DESCRIPTION	STATUS/REMARKS/ ACCOMPLISHMENT

**VIII. OTHER FUNCTIONS**

ISSUED MEMO	SUBJECT	MEMO FOR	DATE ISSUED	REMARKS

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