

	HUMAN RESOURCE MANAGEMENT OFFICE	JULY
		MONTH
	Accomplishment Report	2024
		YEAR

I. SCREENING & SELECTION

TARGET DEPARTMENT	NAME OF CANDIDATES	PURPOSE OF SCREENING	NATURE OF APPOINTMENT (Original / Promotion / Transfer / Reemployment / Reappointment)	PRESENT POSITION	TARGET POSITION
Accounting Office	Resie M. Vloria	Interview and Assessment	Promotion	Accountant IV	Prov'l. Gov't. Asst. Dep't. Head
Accounting Office	Gerry L. Carabbacan	Interview and Assessment	Promotion	Accountant III	Mgmt. & Audit Analyst IV
Accounting Office	Mary Nhelle A. Agustin	Interview and Assessment	Original	n/a	Mgmt. & Audit Analyst IV
Accounting Office	Relyn Joice T. Madriaga	Interview and Assessment	Original	COS	Accountant I
Accounting Office	Gil Angelo B. Manghi	Interview and Assessment	Original	COS	Accountant I
Accounting Office	Hanah-May B. Cauan	Interview and Assessment	Original	n/a	Accountant I
Accounting Office	Niña Erika Salvador	Interview and Assessment	Original	n/a	Accountant I
Accounting Office	Senes V. Navarro	Interview and Assessment	Promotion	Admin. Asst. III	Admin. Asst. V
Accounting Office	Arleen V. Ramirez	Interview and Assessment	Promotion	Admin. Asst. III	Admin. Asst. V
Accounting Office	Vilma N. Castueras	Interview and Assessment	Promotion	Admin. Officer IV	AO-V (MAA-III)
Accounting Office	George S. Noriega	Interview and Assessment	Promotion	Admin. Officer IV	AO-V (MAA-III)
Accounting Office	Evelina B. Layugan	Interview and Assessment	Promotion	Admin. Officer II	AO-V (MAA-III)
Accounting Office	Marlon D. Agsunod	Interview and Assessment	Promotion	Admin. Officer IV	AO-V (MAA-III)
Accounting Office	Richelda T. Agcaoili	Interview and Assessment	Promotion	Admin. Officer IV	AO-V (MAA-III)
Accounting Office	Cristie C. Umayam	Interview and Assessment	Promotion	Admin. Officer IV	AO-V (MAA-III)
Accounting Office	Mark Christian D. Cayanga	Interview and Assessment	Promotion	Accountant III	AO-V (MAA-III)
Accounting Office	Aurea R. Gatan	Interview and Assessment	Promotion	Admin. Asst. III	AO-II (MAA-I)
Accounting Office	Marie Grace C. Ventura	Interview and Assessment	Promotion	Admin. Aide IV	AO-II (MAA-I)
Accounting Office	Rosalyn M. Gabiran	Interview and Assessment	Promotion	Admin. Asst. IV	AO-II (Fiscal Examiner I)
Accounting Office	Timothy Vicson A. Paguigan	Interview and Assessment	Original	Admin. Aide IV	AO-II (Fiscal Examiner I)
Accounting Office	Mariano G. Panganiban	Interview and Assessment	Promotion	Admin. Aide IV	AO-II (Records Officer I)
Accounting Office	Mercedes T. Pablo	Interview and Assessment	Promotion	Admin. Aide VI	Admin. Asst. III (Sr. Bookkeeper)
Accounting Office	Sheldon M. Mariano	Interview and Assessment	Promotion	Admin. Aide IV	Admin. Asst. II (Bookkeeper I)
Accounting Office	Rany M. Daquioag	Interview and Assessment	Original	COS-AA-III	Admin. Asst. I (Comp. Oprtr. I)
Accounting Office	Diana Rose D. Baguang	Interview and Assessment	Original	COS-AA-III	Admin. Aide VI (Acctg. Clerk II)

Accounting Office	Jovy V. Dalere	Interview and Assessment	Promotion	Admin. Aide II	Admin. Aide III (Driver I)
Accounting Office	Primo C. Balmaceda	Interview and Assessment	Promotion	Admin. Aide I	Admin. Aide III (Driver I)
Accounting Office	Christian June R. Sabio	Interview and Assessment	Original	COS-AA-III	Admin. Aide I (Utility Worker I)
Accounting Office	Jennifer Q. Basco	Interview and Assessment	Original	COS-UW	Admin. Aide I (Utility Worker I)

II. PROCESSED APPOINTMENTS (New Appointment/Promotion)

NAME OF APPOINTEE	POSITION TITLE	EMPLOYMENT STATUS (Permanent, Coterminus, Temporary)	DEPARTMENT	EFFECTIVITY OF APPOINTMENT	SALARY RATE
Roy Andrew O. Isla	Dentist II	Permanent	Milagros Albano District Hospital	July 22, 2024	43,030.00/mo.
Reymark G. Reyes	Med. Tech. I	Permanent	GFNDYMH	July 22, 2024	27,000.00/mo.

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
Magna Carta of the Poor (MCP) Local Poverty Reduction action Plan (LPRAP) Orientation Seminar	Lalaine D. Delmendo Marjorie B. Maniquez	Economist III AO-II	PPDO	July 2, 2024
Handa Pilipinas sa Bagong Pilipinas: Innovations in Climate	Constante A. Foronda, Jr.	PDRRMO	PDRRMO	July 8, 2024
Key Updates to the Current Treatment Guidelines for Programmatic Management of Drug Resistant Tuberculosis	Grace R. Crisologo	Nurse II	PHO-FHS	July 8, 2024
Trng. On Advanced Artificial Insemination & Pregnancy Diagnosis for Animals	Lucky P. Aguyen	Veterinarian I	PVET	July 8-30, 2024
Mastering Data Management: A Guide to Google Sheets and MS Excel for the Regional Statistics Committee	Novie M. Saldo	Admin. Aide III	PPDO	July 8-30, 2024
Public Consultation on the Avian Influenza Protection Program Manual of Procedures (AIPP-MOP) revision	Helen C. Sevilla	Veterinarian III	PVET	July 10, 2024
Implementing Guidelines on the Establishment of PTC in Provincial and City Health Offices	Jeram Caezar R. Angobung	Medical Officer III	PHO-FHS	July 12, 2024
	Fremma T. Apolonio	Pharmacist III	PHO-FHS	

Training on Basic Immunization with Cold Chain logistics and Vaccine Management , Interpersonal Communication on Immunization and reaching every purok strategy	Maria Victoria C. Ocampo Chamille Jayne F. Claravall, April Joy S. Francisco	Nurse II Nurse II Nurse II	PHO-FHS	July 15-19, 2024
Hands on Training on Training on the Construction and Maintenance of Fiberglass	Julius Cesar A. Ganabo	Aquaculturist I	OPA	July 15-25, 2024
	Alejandro R. Gannaban, Jr.	Architect II	OPE	July 15-25, 2024
Family planning competency based training level 1-Blended Learning Package	Krystal May A. Castillejo	Nurse II	PHO-FHS	July 17-18, 2024
Training of Trainers on Banana Production	Sally F. Salvador	Agriculturist I	OPA	July 22-26, 2024
Luzon Immunization Summit	Chamille Jayne F. Claravall	Nurse II	PHO-FHS	July 23, 2024
Empowering Futures: Building Capacities and Connecting Communities orgazed by the Philcecnnet and co organized by DICT	Renz Vincent T. Ofilada	Admin. Officer I	OPA	July 24-27, 2024

IV. EMPLOYEE ORIENTATION

NAME OF EMPLOYEE	POSITION	DEPARTMENT	CONDUCTED BY (NAME OF HR PERSONNEL)
MARICRIS C. MADRID	Admin. Aide II	Tourism Office	Janette A. Castillejo
KATE CLAIRE C. BANGUG	Admin. Aide II	Tourism Office	Janette A. Castillejo
MA. LOURDES P. GANGAN	Nursing Attendant I	GFNDYMH	Janette A. Castillejo
EDWARD M. ACOJIDO	Admin. Aide I	ENRO	Janette A. Castillejo

V. SUBMISSION OF POST TRAINING REPORT

NAME OF EMPLOYEE	POSITION	TITLE OF TRAINING/SEMINAR	DATE SUBMITTED
Jeram Caesar R. Angobung	Medical Officer III	Implementing Guidelines on the Establishment of PTC in Provincial and City Health Offices	July 12, 2024
Fremma T. Apolonio	Pharmacist III		
Helen C. Sevilla	Veterinarian III	Public Consultation on the Avian Influenza Protection Program Manual of Procedures (AIPP-MOP) revision	July 10, 2024
Grace R. Crisologo	Nurse II	Key Updates to the Current Treatment Guidelines for Programmatic Management of Drug Resistant Tuberculosis	July 8, 2024
Constante A. Foronda, Jr.	PDRRMO	Handa Pilipinas sa Bagong Pilipinas: Innovations in Climate	July 8, 2024
Roxanne Jan O. Verzosa	Internal Auditor I	Internal Control System for Property and Supply Management (Appraisal and Disposal)	July 8, 2024
Mansor Bryan Karl S. Manus	Admin. Aide I		
Yulma Marie C. Balabbo	Asst. Provincial Assessor	Leveling up Skills in Schedule of Market Value Preparation	July 15, 2024
Lucky P. Aguyen	Veterinarian I	Training on Advanced Artificial Insemination & Pregnancy Diagnosis for Animals	July 29, 2024

Novie M. Saldo	Admin. Aide III	Mastering Data anagement: A Guide to Google Sheets and MS Excel for the Regional Statistics Committee	July 29, 2024
Sally F. Salvador	Agriculturist I	Training of Trainers on Banana Production	July 29, 2024
Julius Ceasar A. Ganabo	Aquaculturist I	Hands on Training on the Construction and Maintenance of Fiberglass Reinforced Patrol Boat	July 31, 2024
Alejandro R. Gannaban, Jr.	Architect II	Hands on Training on the Construction and Maintenance of Fiberglass Reinforced Patrol Boat	July 31, 2024
Jay-Ar P. Benitez	Nurse II	Hybrid National Public Health Emergency Mgmt. in the Philippines	July 15-19, 2024
Jade V. Valdez	Admin. Aide I	Basic Internal Control Concepts and Internal Auditing Principles and Practices	July 26, 2024
Ma. Patricia G. Francisco	Admin. Aide III		
Chamille Jayne F. Claravall	Nurse II	Luzon Immunization Summit	July 26, 2024
Renz Vincent T. Ofilada	Admin. Officer I	Empowering Futures: Building Capacities and Connecting Communities orgazed by the Philcecnnet and co organized by DICT	August 2, 2024
Sally F. Salvador	Agriculturist I	Training of Trainers on Banana Production	July 29, 2024

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

<u>ACTIVITY</u>	DESCRIPTION	STATUS/REMARKS/ ACCOMPLISHMENT
Review Session	CSE-PPT Examination	Ongoing

VIII. OTHER FUNCTIONS

ISSUED MEMO	SUBJECT	MEMO FOR	DATE ISSUED	REMARKS
#007	Newly Appointed Budget Officer	All Department Heads	July 3, 2024	
#008	PGI sponsored CSC Examination Review	All Employees	July 8, 2024	
#009	CSC Invitation for CSE-PPT Examiners and Proctors	All Employees	July 16, 2024	

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