

	<b>HUMAN RESOURCE MANAGEMENT OFFICE</b>	<b>September</b>
		<b>MONTH</b>
	<b>Accomplishment Report</b>	<b>2024</b>
		<b>YEAR</b>

### I. SCREENING & SELECTION

TARGET DEPARTMENT	NAME OF CANDIDATES	PURPOSE OF SCREENING	NATURE OF APPOINTMENT (Original / Promotion / Transfer / Reemployment / Reappointment)	PRESENT POSITION	TARGET POSITION
<b>Provincial Planning and Development Office (PPDO)</b>	Rizalina D. Valencia	Interview and Assessment	Promotion	Admin. Officer V	PGADH (Asst. Prov'l. Planning and Dev't. Coordinator)
Provincial Planning and Development Office	Lalaine C. Delmendo	Interview and Assessment	Promotion	Economist III	PGADH (Asst. Prov'l. Planning and Dev't. Coordinator)
Provincial Planning and Development Office	Marjorie B. Maniquez	Interview and Assessment	Promotion	Admin. Officer II	Planning Officer IV
Provincial Planning and Development Office	Marvin L. Aribbay	Interview and Assessment	Original	n/a	Planning Officer IV
Provincial Planning and Development Office	Visitacion C. Nicolas	Interview and Assessment	Promotion	Proj. Evaluation Officer II	Project Development Officer III
Provincial Planning and Development Office	Narlene R. Baggao	Interview and Assessment	Promotion	Admin. Officer II	Project Development Officer III
Provincial Planning and Development Office	Edgar S. Talbo	Interview and Assessment	Original	n/a	Project Development Officer III
Provincial Planning and Development Office	James A. Mabuti	Interview and Assessment	Original	n/a	Project Development Officer III
Provincial Planning and Development Office	Bryan H. Tomas	Interview and Assessment	Original	n/a	Project Development Officer III
Provincial Planning and Development Office	Ruel S. Lacambra	Interview and Assessment	Original	n/a	Project Development Officer III
Provincial Planning and Development Office	Che-Loir M. Agustin	Interview and Assessment	Original	n/a	Project Development Officer III
Provincial Planning and Development Office	Kathleen A. Lagasca	Interview and Assessment	Original	n/a	Project Development Officer III
<b>Provincial Information Office (PIO)</b>	Exiquiel A. Quilang	Interview and Assessment	Original	n/a	AO IV (Information Officer II)
Provincial Information Office	Selino S. Malunao	Interview and Assessment	Original	n/a	AO IV (Information Officer II)
Provincial Information Office	Reynaldo M. Manuel	Interview and Assessment	Original	n/a	AO IV (Information Officer II)
Provincial Information Office	Allaine Charisse A. Tolentino	Interview and Assessment	Original	n/a	AO IV (Information Officer II)

## II. PROCESSED APPOINTMENTS (New Appointment/Promotion)

NAME OF APPOINTEE	POSITION TITLE	EMPLOYMENT STATUS (Permanent, Coterminus, Temporary)	DEPARTMENT	EFFECTIVITY OF APPOINTMENT	SALARY RATE
Resie M. Viloría	PGADH ( Assistant Prov'l. Accountant)	Permanent	Accounting Office	Sept. 16, 2024	90,078.00/mo.
Gerry L. Carabbacan	SAO (MAA-IV)	Permanent	Accounting Office	Sept. 16, 2024	71,511.00/mo.
Cristie C. Umayam	AO-V (MAA-III)	Permanent	Accounting Office	Sept. 16, 2024	46,725.00/mo.
Richelda T. Agcaoili	AO-V (MAA-III)	Permanent	Accounting Office	Sept. 16, 2024	46,725.00/mo.
Relyn Joice T. Madriaga	Accountant I	Permanent	Accounting Office	Sept. 16, 2024	29,165.00/mo.
Gil Angelo B. Manghi	Accountant I	Permanent	Accounting Office	Sept. 16, 2024	29,165.00/mo.
Senes V. Navarro	Admin. Asst. V ( Data Entry Machine Optr. III)	Permanent	Accounting Office	Sept. 16, 2024	27,000.00/mo.
Arleen V. Ramirez	Admin. Asst. V ( Data Entry Machine Optr. III)	Permanent	Accounting Office	Sept. 16, 2024	27,000.00/mo.
Aurea R. Gatan	AO-II (MAA-I)	Permanent	Accounting Office	Sept. 16, 2024	27,000.00/mo.
Rosalyn M. Gabiran	AO-II (Fiscal Examiner I)	Permanent	Accounting Office	Sept. 16, 2024	27,000.00/mo.
Primo C. Balmaceda II	AA-III (Driver I)	Permanent	Accounting Office	Sept. 16, 2024	14,678.00/mo.
Elizabeth Da Jose	Executive Asst. III	CT	PGO	Sept. 16, 2024	57,347.00/mo.
Mary Jane T. Dalafu	Medical Equipment Technician II	Permanent	MADH	September 1, 2024	19,744.00/mo.
Jessa Romainne A. Araneta	Admin. Asst. I (Computer Operator I)	Permanent	Vice Gov.	September 2, 2024	18,620.00/mo.
Mike Jeric P. Balmaceda	AA-I (UW-I)	Permanent	Vice Gov.	September 2, 2024	13,000.00/mo.
Nelybeth B. Epac	AA-I (UW-I)	Permanent	Vice Gov.	September 2, 2024	13,000.00/mo.
Leomar A. Gervacio	AA-III (UW-II)	Permanent	Vice Gov.	September 2, 2024	14,678.00/mo.
Pauline Cara C. Gilo	Board Secretary III	Permanent	Secretary's Office	September 2, 2024	57,347.00/mo.
Melosino Alexander G. Respicio IV	LLSO-III	Permanent	Secretary's Office	September 2, 2024	39,672.00/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
Essential Maternal New Born Care-Lactation Management Training (EMC-LMT)	Reynia C. Andres	Nutritionist Dietitian II	PHO-FHS	Sept. 4-6, 2024
Training of Pre-Marriage Orientation and Counseling	Rhodora D. Santos	PPO-IV	PHO-FHS	Sept. 4-6, 2024
	Renz Vincent T. Ofilada	AO-I	PHO-FHS	
	Harijhon S. Alabon, Jr.	HEPO II	PHO-FHS	

Policy Forum 2024 " How does Digitalization Impact our Agri-Food System	Renz Vincent T. Ofilada	AO-I	PHO-FHS	Sept. 6, 2024
P/CWHS Planning-Workshop for Health Promorion Activities	Harijhon S. Alabon, Jr.	HEPO II	PHO-FHS	Sept. 4-6, 2024
Workshop on Soil Fertility treatment Localization and Location-Specific cropping Pattern and Calendar for Region 02	Neptali S. Dando	Farm Superintendent III	OPA	Sept. 11-12, 2024
	Norwell A. Sabigan	Agriculturist I	OPA	
	Ma. Sally F. Salvador	Agriculturist I	OPA	
Training for Mental Health Peer Support Groups for the Youth	Cheryl Grace C. Noriega	Nurse II	PHO-FHS	Sept. 9-13, 2024
Sub public Health Emergency Management in the Philippines Training	Jay-Ar P. Benitez	Nurse II	PHO-FHS	Sept. 9-13, 2024
	Jeram Caezar Angobung	Medical Officer III	PHO-FHS	
Family planning-Adolescent Reproductive Health Co-design Workshop	Krystel Mae A. Castillejo	Nurse II	PHO-FHS	Sept. 17-18, 2024
Operation Listo: Management of the Death and Missing Persons (MDM) Training Course	Jimmy Mar B. Gaffud	Nurse I	PDRRMO	Sept. 23-25, 2024
	Erlindo L. Cauilan, Jr.	AO-V	PHO-FHS	
Health Emergency and Response Operations Training	Jeram Caezar R. Angobung	Medical Officer III	PHO-FHS	Sept. 16-20, 2024
Training on the Subnational Public Health Emergency Management in the Philippines	Antonette U. Sanchez	Nutrition Officer II	PHO-FHS	September 25, 2024
	Mark Anthony Gallardo	LDRRMO II	PDRRMO	Sept. 23-27, 2024
	Mark Francis Parallag	LDRRMO I	PDRRMO	Sept. 23-27, 2024
	Korinne A. Lampitoc	Sr. Admin. Aide I	PDRRMO	Sept. 23-27, 2024
2024 Cagayan Valley (NAOPA) and (DCMNPCAP) Conference	Helen A. Bulusan	Admin. Officer V	PVET	Sept. 17-19, 2024
	Evangeline D. Dannug	Supvg. Agriculturist	OPA	Sept. 17-19, 2024
	Antonette U. Sanchez	Nut. Officer II	PHO-FHS	Sept. 17-19, 2024
	Visitacion C. Nicolas	Admin. Officver IV	PPDO	Sept. 17-19, 2024
	Mitchel Angela T. alvaro	SWO-I	PSWDO	Sept. 17-19, 2024
Standard First Aid Training of Trainers	Myrnas S. Enipto	Admin. Aide V	PDRRMO	Sept. 16-20, 2024
	Dexter Campano	Admin. Aide V	PDRRMO	
	John Henry Abad	Sr. Admin. Asst. I	PDRRMO	
	Korinne Lampitoc	Sr. Admin. Asst. I	PDRRMO	
Rice Competetiveness Enhancement Fund refresher Course for Rice Trainers	Oliver J. grantozza	Cont'l. Agriculturist	OPA	Sept. 10-20, 2024
	Millard Espiritu	Cont'l. Agriculturist	OPA	Sept. 10-20, 2024
Health Emergency Response Operation Training	Jay Ar P. Benitez	Nurse II	PHO-FHS	Sept. 16-20, 2024
2024 PIEP Northern Luzon Chapter Inc. (PIEPNLCI) General Assembly with CPD Program	Rodamae A. Yadao	Admin. Officer II	Tourism	Sept. 24-25, 2024

Seminar for Government Transactions	Mark Christian D. Cayanga	Accountant II	Acctg. Office	Sept. 27-28, 2024
	Nadia A. Adviento	Cont'l. Accountant I	Acctg. Office	Sept. 27-28, 2024
HR Symposium	Janette A. Castillejo	PHRMO	HR Office	Sept. 24-25, 2024
	Eleanor I. Dy	HRMO-IV		
	Elvira M. Uyami	HRMO-II		
2024 Preparedness and Response Excellence in the Philippines (PREP) Forum	Constante A. Foronda, Jr.	PDRRMO	PDRRMO	Sept. 24-27, 2024
Stakeholders Awareness Raising Forum cum Consultation Workshop on Land Degradation (LD) and Sustainable Land Management (SLM) Cluster Luzon A.	Neptali S. Dando	Farm Superintendent III	OPA	Sept. 24-27, 2024
	Norwel A. Sabigan	Agriculturist I	OPA	
	Sally F. Salvador	Agriculturist I	OPA	
Review and Planning Workshop on Artificial Insemination Program Implementation in R-02 & CAR	Lucky P. Aguyen	Veterinarian I	PVET	Sept. 24-25, 2024
Regional Consultation Workshop on the Develoepment Extension and Training for Priority Commodities in Region 02	Helen C. Sevilla	Veterinarian II	PVET	Sept. 25-27, 2024
Seminar for Government Transactions	Nadia A. Adviento	Accountant I	PGO	Sept. 27-28, 2024
	Regalado M. Gloria, Jr.	Admin. Asst. II	PGO	
Tourism Marketing Education Seminar (CONNECT TOUR): Brdging B2B and B2C Marketing for Regional Tourism	Ereneh R. Domingo	Tourism Operations Assistant	Tourism	Sept. 24-30, 2024

#### IV. EMPLOYEE ORIENTATION

NAME OF EMPLOYEE	POSITION	DEPARTMENT	CONDUCTED BY (NAME OF HR PERSONNEL)
Mike Jeric P. Balmaceda	AA-I (UW-I)	Vice Gov. Office	Janette A. Castillejo
Nelybeth B. Epac	AA-I (UW-I)	Vice Gov. Office	Janette A. Castillejo
Leomar A. Gervacio	AA-I (UW-I)	Vice Gov. Office	Janette A. Castillejo

#### V. SUBMISSION OF POST TRAINING REPORT

NAME OF EMPLOYEE	POSITION	TITLE OF TRAINING/SEMINAR	DATE SUBMITTED
Reynia C. Andres	Nutritionist Dietitian II	Essential Maternal New Born Care-Lactation Management Training (EMC-LMT)	September 11, 2024
Rhodora D. Santos	PPO-IV	Training of Pre-Marriage Orientation and Counseling	September 10, 2024

Renz Vincent T. Ofilada	AO-I	Policy Forum 2024 " How does Digitalization Impact our Agri-Food System	September 13, 2024
Harijhon S. Alabon, Jr.	HEPO II	P/CWHS Planning-Workshop for Health Promorion Activities	September 12, 2024
Neptali S. Dando	Farm Superintendent III	Workshop on Soil Fertility treatment Localization and Location-Specific cropping Pattern and Calendar for Region 02	September 17, 2024
Norwell A. Sabigan	Agriculturist I		
Ma. Sally F. Salvador	Agriculturist I		
Cheryl Grace C. Noriega	Nurse II	Training for Mental Health Peer Support Groups for the Youth	September 18, 2024
Krystel Mae A. Castillejo	Nurse II	Family planning-Adolescent Reproductive Health Co-design Workshop	September 23, 2024
Jimmy Mar B. Gaffud	Nurse I	Management of the dead and Missing Persons Training Course	September 27, 2024
Jeram Caezar R. Angobung	Medical Officer III	Health Emergency and Response Operations Training	September 26, 2024
Antonette U. Sanchez	Nutrition Officer II	Training on the Subnational Public Health Emergency Management in the Philippines	September 12, 2024
Mark Anthony Gallardo	LDRRMO II		September 26, 2024
Mark Francis Parallag	LDRRMO I		
Korinne A. Lampitoc	Sr. Admin. Aide I		
Helen A. Bulusan	Admin. Officer V	2024 Cagayan Valley (NAOPA) and (DCMNPCAP) Conference	September 30, 2024
Evangeline D. Dannug	Supvg. Agriculturist		
Antonette U. Sanchez	Nut. Officer II		
Visitacion C. Nicolas	Admin. Officver IV		
Mitchel Angelaa T. Alvaro	SWO-I		
Myrnas S. Enipto	Admin. Aide V	Standard First Aid Training of Trainers	September 25, 2024
Dexter Campano	Admin. Aide V		
John Henry abad	Admin. Aide V		
Korinne Lampitoc	Admin. Aide V		
Oliver J. Grantoza	Cont'l. Agriculturist	Rice Competetiveness Enhancement Fund refresher Course for Rice Trainers	September 24, 2024
Millard Espiritu	Cont'l. Agriculturist		
Jimmy Mar B. Gaffud	Nurse I	Operation Listo: Management of the Death and Missing Persons (MDM)Training Course	October 2, 2024
Erlindo L. Cauilan, Jr.	AO-V		
Constante A. Foronda, Jr.	PDRRMO	2024 Preparedness and Response Excellence in the Philippines (PREP) Forum	October 1, 2024
Jay Ar P. Benitez	Nurse II	Health Emergency Response Operation Training	October 1, 2024
Lucky P. Aguyen	Veterinarian I	Review and Planning Workshop on Artificial Insemination Program Implementation in R-02 & CAR	October 3, 2024
Helen C. Sevilla	Veterinarian II	Regional Consultation Workshop on the Deveelopment Extension and Training for Priority Commodities in Region 02	October 3, 2024

Ereneh R. Domingo	Tourism Operations Assistant	Tourism Marketing Education Seminar (CONNECT TOUR): Bldging B2B and B2C Marketing for Regional Tourism	October 7, 2024
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**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

**VIII. OTHER FUNCTIONS**

ISSUED MEMO	SUBJECT	MEMO FOR	DATE ISSUED	REMARKS
Memo #11	Participation in welcoming the Image of our Lady of Antipolo	All PGI Employees	September 16, 2024	
PREPARED BY:  <b><u>(SGD.) QUENNIE A. COMA</u></b> HRMO-III		APPROVED BY:  <b><u>(SGD.) JANETTE A. CASTILLEJO</u></b> Provincial Human Resource Management Officer		