

HUMAN RESOURCE MANAGEMENT OFFICE

June MONTH 2025

Accomplishment Report

YEAR

I. SCREENING & SELECTION

TARGET DEPARTMENT	NAME OF CANDIDATES	PURPOSE OF SCREENING	NATURE OF APPOINTMENT (Original / Promotion / Transfer / Reemployment / Reappointment)	PRESENT POSITION	TARGET POSITION
	Marirose J. Nicasio	Interview and Assessment	Promotion	SWO-III	Disability Affairs Officer IV
	Cresencio R. Acob	Interview and Assessment	Original	n/a	Disability Affairs Officer IV
PSWD-Person with Disability Affairs Office	Lordjous D. Falsario	Interview and Assessment	Original	n/a	Disability Affairs Officer IV
(PDAO)	Jenne -Fice A. Jacinto	Interview and Assessment	Original	n/a	Disability Affairs Officer IV
	April Mae A. Gregorio	Interview and Assessment	Original	n/a	Disability Affairs Officer IV

II. PROCESSED APPOINTMENTS (New Appointment/Promotion)

NAME OF APPOINTEE	POSITION TITLE	EMPLOYMENT STATUS (Permanent, Coterminus, Temporary)	DEPARTMENT	EFFECTIVITY OF APPOINTMENT	Remarks

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
Philippine Association of Municipal Assessor's Inc. (PAMAS) 16th National Convention Seminar	Kristine Kate L. Ramos	Assessment Clerk II	Provincial Assesor	June 1-6, 2025
Geriatric Training for Primary Health Care Service Providers	Maria Floressa P. Soriano	Nurse II	PHO-FHS	June 2-5, 2025
Awareness and Training Workshop on Climate Information Services (CIS) and Climate Resilient Agriculture (CRA) Practices	Arlene A. Castillo Boots F. Fernandez	Engineer IV ACC-I	Provincial Agriculturist Office	June 2-6, 2025

Seminar on Taxation and Overview of Financial State of Households (C. Delmendo North Coffee and Caccio Industry in Region 2. Seminar on Taxation and Overview of Financial Statements for LGUS Seminar on Taxation and Overview of Financial Statements for LGUS Regional Agriculture and Fisheries investment Protricio (AMP) Formulation of Fisheries investment Protricio (AMP) Formulation PRASE (III Delmendo North Protricio (AMP) Formulation Pr					
the 3 year Development Plan for the Coffee and Caccan Industry in Region 2. Seminar on Tracation and Propher of Propher		Maria Luisa F. Alcarez	Accountant II	Acctg. Office	June 3-4, 2025
Over-leve of Financial Statements for LGUs Regional Agriculture and Fisheries investment Portfolio (RAFIP) Formulation-PHASE III Erra Ruth C. Urbi Erra Ruth C. Urbi Agriculturist I- Cont'l. Agriculturist S Office June 10-11, 20 (RAFIP) Formulation-PHASE III Erra Ruth C. Urbi Erra Ruth C. Urbi Agriculturist Foott'l. Agriculturist S Office June 10-11, 20 (RAFIP) Formulation-PHASE III Erra Ruth C. Urbi Erra Ruth C. Urbi Agriculturist S Office June 10-11, 20 (RAFIP) Formulation-PHASE III Erra Ruth C. Urbi Erra Ruth C. Urbi Agriculturist S Office June 10-11, 20 (RAFIP) Formulation-PHASE III Erra Ruth C. Urbi Erra Ruth C. Urbi Agriculturist S Office June 10-11, 20 (RAFIP) Formulation-PHASE III Erra Ruth C. Urbi Erra Ruth C. Urbi Agriculturist S Office June 10-11, 20 (RAFIP) Formulation-PHASE III Erra Ruth C. Urbi Erra Ruth C. Urbi Agriculturist S Office June 10-11, 20 (RAFIP) Formulation-PHASE III Erra Ruth C. Urbi Erra Ruth C. Urbi Agriculturist S Office June 10-11, 20 (RAFIP) Formulation-PHASE III Erra Ruth C. Urbi Erra Ruth C. Urbi Agriculturist S Office June 10-11, 20 (RAFIP) Formulation-PHASE III Erra Ruth C. Urbi Erra Ruth C. Urbi Agriculturist S Office June 10-11, 20 (RAFIP) Formulation-PHASE III Erra Ruth C. Urbi Erra Ruth C. Urbi Erra Ruth C. Urbi Agriculturist S Office June 10-11, 20 (RAFIP) Formulation-PHASE III Agriculturist S Office June 10-11, 20 (RAFIP) Formulation-PHASE III Agriculturist S Office June 10-11, 20 (RAFIP) Formulation-PHASE III Agriculturist S Office June 10-11, 20 (RAFIP) Formulation-PHASE III Agriculturist S Office June 10-11, 20 (RAFIP) Formulation-PHASE III Agriculturist S Office June 10-11, 20 (RAFIP) Formulation-PHASE III Agriculturist S Office June 10-11, 20 (RAFIP) Formulation-PHASE III Agriculturist S Office June 10-11, 20 (RAFIP) Formulation-PHASE III Agriculturist S Office June 10-11, 20 (RAFIP) Formulation-PHASE III Agriculturist S Office June 10-11, 20 (RAFIP) Formulation-PHASE III Agriculturist S Office June 10-11, 20 (RAFIP) Formulation-PHASE III Agriculturist S Office Jun	the 3 year Development Plan for the Coffee and Cacao Industry in	Lys ax execution in	Asst. PPDC	PPDO	June 5, 2025
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on the Recognition Tool for region O2 and Cordillora Administrative region (CAR) First Session of the 2025 UCLG ASPAC Writeshop for the Isabela Provincial Development and Physical Framework Plan (PDPP) 2024-2036 Industry Planning Workshop- Session 1: Problem Identification and Preliminary Analysis COA Policies on the Digitalization of Government Transactions Policy Exhange Workshop Re Capability Building for Local College Government Units in Region O2 to Improve GHC Reduction Ability Skills Training on Beauty Care and Food processing through GAD Fund Women and Children Protection Center Trinsing on Rabies and Animal Bite Exposure Management Orientation on Safe Spaces Act and other laws for the protection of Government Transactions Mark Christian D. Cayanga Bit Age Capability Building for Local Care and Food processing through GAD Fund Women and Children Protection Center Orientation on Safe Spaces Act and other laws for the protection of Women, Children and LiGBTQIA+ COA Policies on the Digitalization of Government Transactions Mital Concepcion Q. Caramat Mital Concepcion Q. Caramat Mital Concepcion Q. Caramat Mark Christian D. Cayanga Gil Angelo B. Manghi June 24, 2025 Accountant II Accountant II Accidence Pho-FHS June 24, 2025 June 25, 2025 June 27, 2025 Accountant II Accidence Pho-FHS June 27, 2025 June 28, 2025 June 28, 2025 June 29,	Fisheries Investment Portfolio			Agriculturist's Office	June 10-11, 2025
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Provincial Development and Physical Framework Plain (PDPP) 2024-2036 Industry Planning Workshop-Session 1: Problem identification and Preliminary Analysis COA Policies on the Digitalization of Government Transactions Policy Exhange Workshop Re Capability Building for Local Government Units in Region 02 to Improve GHG Reduction Ability Kills Training on Beauty Care and Food processing through GAD Fund Women and Children Protection Center Policy Exhange Workshop Re Capability Building for Local Government Units in Region 02 to Improve GHG Reduction Ability Maria Elena J. Sumisim PEO IV PPDO PPDO June 23, 2025 PEDIPO June 24-25, 20 June 23, 2025 PEDIPO June 24-25, 20 June 23, 2025 PEDIPO June 24-25, 20 June 24-25, 20 PEDIPO June 24-25, 20 PEDIPO June 24-25, 20 June 24-25, 20 June 23, 2025 PEDIPO PPDO Accountant II Accidential II Accidentia		Atty. Doris A. Able	AO-V	PGO-ICDO	June 9-12, 2025
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of Government Transactions Gil Angelo B. Manghi Accountant I Accountant II A	Session 1: Problem Identification	Ma. Gloria L. Daluddung	SAO	PEDIPO	June 5, 2025
Capability Buiding for Local Government Units in Region 02 to Improve GHG Reduction Ability Maria Elena J. Sumisim PEO IV PPDO Skills Training on Beauty Care and Food processing through GAD Fund Women and Children Protection Center Mitzi Concepcion Q. Caramat Mitzi Concepcion Q. Caramat Mitzi Concepcion Q. Caramat Mitzi Concepcion Q. Caramat PGI Employees Accountant II Acctg. Office Mark Christian D. Cayanga Gil Angelo B. Manghi Jojit G. Ochoa LTOO-IV PTO June 23, 2025 ENRO PPDO June 23, 2025 June 23, 2025 Policy Exhange Workshop Re		[CANADAM - 1 AND	Contract Con	Accounting Office	June 24-25, 2025
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and Food processing through GAD Fund Women and Children Protection Center Houseparent PSWDO June 23, 2025 Houseparent PSWDO June 23, 2025 Fining on Rabies and Animal Bite Exposure Management Mitzi Concepcion Q. Caramat Nurse II PHO-FHS June 24, 2025 Orientation on Safe Spaces Act and other laws for the protection of Women, Children and LGBTQIA+ COA Policies on the Digitalization of Government Transactions Mark Christian D. Cayanga Accountant II Accountant II Accountant I Accountant I Jojit G. Ochoa LTOO-IV PTO		Maria Elena J. Sumisim	PEO IV	PPDO	
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COA Policies on the Digitalization of Government Transactions Gil Angelo B. Manghi Jojit G. Ochoa LTOO-IV Policy Exhange Workshop Re Gil Angelo B. Manghi Accountant I Accument I	and other laws for the protection of Women, Children	PGI Employees			June 25, 2025
Jojit G. Ochoa LTOO-IV PTO Policy Exhange Workshop Re				Acctg. Office	June 24-25, 2025
	or dovernment realisactions	Jojit G. Ochoa	LTOO-IV	РТО	
	Capability Buiding for Local Government Units in Region 02 to improve GHG Reduction	Joyce N. Cabalonga	SEMS	ENRO	June 17-18, 2025

IV. EMPLOYEE ORIENTATION

NAME OF EMPLOYEE	POSITION	DEPARTMENT	CONDUCTED BY (NAME OF HR PERSONNEL)

V. SUBMISSION OF POST TRAINING REPORT

NAME OF EMPLOYEE	POSITION	TITLE OF TRAINING/SEMINAR	DATE SUBMITTED
Joy S. Alabon Narlene R. Baggao	SAO AO-V	Seminar on Basic Records and Archives Management for Government Agencies	June 9, 2025
Ariane Joyce C. Madriaga	Accountant II	Disposal of Government Properties	June 10, 2025
Lady Ann L. Simon	Community Dev't. Assistant I	Workshop on the Cave Management Plan (CMP) for Moon Cave	May 26, 2025
April Daffodil Rapunzel J. Labores	AO-II	Seminar on Disposal of Government properties	June 13, 2025
Kristine Kate L. Ramos	Assessment Clerk II	Philippine Association of Municipal Assessor's Inc. (PAMAS) 16th National Convention Seminar	June 13, 2025
Maria Floressa P. Soriano	Nurse II	Geriatric Training for Primary Health Care Service Providers	June 10, 2025
Arlene A. Castillo Boots F. Fernandez	Engineer IV ACC-I	Awareness and Training Workshop on Climate Information Services (CIS) and Climate Resilient Agriculture (CRA) Practices	June 11, 2025
Maria Luisa F. Alcarez	Accountant II	5th National Summit on Government Procurement	June 18, 2025
Lalaine C. Delmendo	Asst. PPDC	Workshop on the Formulation of the 3 year Development Plan for the Coffee and Cacao Industry in Region 2	June 17, 2025
Ariane Joyce C. Madriaga	Accountant II	Seminar on Taxation and Overview of Financial Statements for LGUs	June 18, 2025
Neriza M. Mata Ezra Ruth C. Urbi	Agriculturist I- Cont'l. Agri. Tech Cont'l.	Regional Agriculture and Fisheries Investment Portfolio (RAFIP) Formulation-PHASE III	June 13, 2025
Kristhea Marie G. Dolores	Social Welfare Officer	Training for External Evaluators on the Recognition Tool for region 02 and Cordillera Administrative region (CAR)	June 17, 2025
Atty. Doris A. Able	AO-V	First Session of the 2025 UCLG ASPAC	
Lalaine C. Delmendo	Asst. PPDC	Writeshop for the Isabela Provincial Development and Physical Framework Plan (PDPFP) 2024-2036	June 18, 2025
Ma. Gloria L. Daluddung	SAO	Industry Planning Workshop-Session 1: Problem Identification and Preliminary Analysis	June 17, 2025
Atty. Maricel M. Taguba	Internal Auditor II		June 26, 2025
Ms. Ma. Patricia G. Francisco	Admin. Aide I		June 26, 2025
Joey S. Tejada	Public Service Officer II	7	June 26, 2025
Joycel M. Lampitoc	Administrative Assistant VI	Orientation on Safe Spaces Act and other laws for	June 26, 2025
Crissa A. Buensuceso	HRMO-I	the protection of Women, Children and LGBTQIA+	July 3, 2025
Rufa Mae M. Telan	Admin. Aide VI	7	July 3, 2025
Eleanor I. Dy	SAO		July 3, 2025
Harijhon S. Alabon, Jr.	Nurse II	7	June 30, 2025
Mark Christian D. Cayanga	Accountant II	COA Policies on the Digitalization of Government	July 2, 2025
Gil Angelo B. Manghi Joyce N. Cabalonga	Accountant I SEMS	Transactions Policy Exhange Workshop Re Capability Buiding for Local Government Units in Region 02 to improve GHG Reduction Ability	
Elvira F. Dela Cruz	Houseparent	Skills Training on Beauty Care and Food processing through GAD Fund Women and Children Protection Center	June 23, 2025

Mitzi Concepcion Q. Caramat	Nurse II	Trining on Rabies and Animal Bite Exposure Management	June 24, 2025
PGI Employees		Orientation on Safe Spaces Act and other laws for the protection of Women, Children and LGBTQIA+	June 26, 2025
Mark Christian D. Cayanga Gil Angelo B. Manghi	Accountant II Accountant I	COA Policies on the Digitalization of Government	July 2, 2025
Jojit G. Ochoa	LTOO-IV	Transactions	July 2, 2025
Joyce N. Cabalonga	SEMS	Policy Exhange Workshop Re Capability Building for Local Government Units in Region 02 to improve GHG Reduction Ability	June 23, 2025

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

HRMO-III

ACTIVITY	DESCRIPTION	STATUS/REMARKS/ ACCOMPLISHMENT
none		

VIII. OTHER FUNCTIONS

ISSUE MEMO	SUBJECT	MEMO FOR	DATE ISSUED	REMARKS
#009	Orientation on Safe Spaces Act and other Laws for the protection of Women, Children and and LGBTQIA+	ALL Department Heads/ Chiefs of Hospital & 'yees	June 18, 2025	Done
#010	Attendance to Oath Taking Ceremonby	ALL Department Heads/ Chiefs of Hospital & 'yees	June 30, 2025	Done

PREPARED BY:

APPROVED BY:

JANETTE A. CASTILLEJO

Provincial Human Resource Management Officer