



Republic of the Philippines
PROVINCE OF ISABELA
City of Ilagan



PROVINCIAL GOVERNMENT OF ISABELA
Public Employment Service Office

January 31, 2025

NOEL MANUEL R. LOPEZ
Provincial Administrator
Province of Isabela

Dear Sir:

Greetings!

May we respectfully submit the Monthly Accomplishment Report of the Provincial PESO for the month of December 2024 and a copy of the 2024 Annual Accomplishment Report.

Thank you.

Very truly yours,


CECILIA CLAIRE N. REYES
PESO Manager



AMBISYON NATIN 2040
"Makatao, Maginhawa at Pantay na Bukay"



PROVINCIAL PUBLIC EMPLOYMENT SERVICE OFFICE (PESO)

ACCOMPLISHMENT REPORT DECEMBER 2024

I. REFERRAL AND PLACEMENT

A. ONLINE JOB POSTING

The Provincial PESO was able to do the job posting announcement for the following employers:

1. Toyota Isabela
2. Talavera Meganorth Holdings Corporation
3. Alorica Teleservices
4. Golden Rural Bank of the Philippines

B. ONLINE TRAINING POSTING

The Provincial PESO was able to do the job posting announcement for the following training center:

1. Pua Agri-Tourism and Skills Development Center, Inc.
2. Santo Tomas technological and International School, Inc.

C. APPLICANTS REFERRED FOR EMPLOYMENT

The Provincial PESO referred applicants to the following employers:

1. Toyota Isabela
 - 13 applicants referred
2. Talavera Meganorth Holdings Corporation
 - 4 applicants referred
3. Alorica Teleservices
 - 45 applicants referred
4. Golden Rural Bank of the Philippines
 - 8 applicants referred

A total of 70 jobseekers were referred for employment.

D. APPLICANTS REFERRED FOR TRAINING

The Provincial PESO referred applicants to the following employers:

1. Pua Agri-Tourism and Skills Development Center, Inc.
 - 18 applicants referred
2. Santo Tomas technological and International School, Inc.
 - 9 applicants referred

A total of 27 applicants were referred for training.

II. LABOR MARKET INFORMATION (LMI)

- Provided the walk-in and online applicants with the latest Labor Market Information by regularly posting the Labor Market Demands (job vacancies) of the various partner employers in the PESO Job Vacancy Board and PESO FB Page.
- Provided employers with Labor Market Supply through referral of interested applicants for their job openings.

III. COMMUNITY-BASED TRAINING (CBT) PROGRAM

- Launching of the CBT Program in the various LGUs in the Province of Isabela

The Provincial Government of Isabela (PGI), through the Provincial Public Employment Service Office (PESO), in partnership with the Technical Education and Skills Development Authority (TESDA), launched Community-Based Training Programs in the different municipalities in Isabela to provide Isabeleños with skills necessary for income generation and employment, to wit:

MUNICIPALITY	TRAINING	DATE	NO. OF PARTICIPANTS
Gamu	Sew Casual Apparel	December 4-6, 2024	25
San Manuel	Rice-Based Processing	December 5-7, 2024	25
San Pablo	2-day Theoretical Driving Course	December 26-28, 2024	25

The municipalities, through the Municipal PESOs, identified their own training course/qualification based on the needs of their own localities.

The participants are very thankful to Gov. Rodito Albano and Vice Gov. Bojie Dy for the opportunity to have a free training.

Documentation:





IV. SEMINARS/TRAININGS ATTENDED

- **Government Records Officers' Association of the Philippines, Inc. (GROAP, Inc.) Standardization of Records Filing Classification and Tracking Systems in Public Office**

In its continued pursuit of excellence in government operations, the Government Records Officers' Association of the Philippines, Inc. (GROAP, Inc.) invited the Provincial Government of Isabela (PGI) to the training seminar titled "Standardization of Records Filing Classification and Tracking Systems in Public Office," held on December 11-13, 2024, at Citystate Asturias Hotel, Puerto Princesa City, Palawan.

The seminar aimed to equip participants with the skills and knowledge necessary to implement effective filing, classification, and tracking systems that promote accountability, compliance, and smooth workflow in the public sector.

Among the representatives sent by PGI was Carmina P. Mamuri, Labor and Employment Assistant I, and staff of the Provincial Public Employment Service Office (PPESO), who is also in charge of the office's records filing.

The key topics included in the seminar were:

- Developing standardized filing and classification systems tailored to government operations.
- Implementing records management policies to ensure the security and authenticity of public records.
- Establishing a tracking system for monitoring records across their lifecycle.
- Best practices in retention and disposition of records as part of workflow integration.

Through the training, PGI reinforced its commitment to adapting efficient and modern records management systems that enhance operational excellence.

Documentation:



V. PARTNERSHIP WITH OTHER AGENCIES

• Schools Division Office (SDO) Isabela Product Expo

The Schools Division Office (SDO) of Isabela celebrated its 119th Founding Anniversary on December 19, 2024. One of the activities featured in the celebration is the "Product, Expo," which aims to provide an opportunity for students and teachers to showcase their entrepreneurial and innovative skills in EPP/TLE/TVL.

Being one of the partners of SDO Isabela in developing well rounded individuals ready to face the challenges of the world of work and life, the Provincial Government of Isabela (PGI), through the Provincial Employment Service Office (PPESO), was invited, therefore sent two of its staff namely: Cynthia B. Cacabelos and John Mark A. Cerrudo, who served as evaluators for the different contested categories of the said event.

The contest was participated by the 46 school districts in the division. The following categories were evaluated:

- Best Booth
- Best OTOP-based
- Best Product Packaging
- Best Selling Product

- Top-Grossing Product
- Most Innovative Product
- Best Booth Logo
- Best Product Flyer

The PGI, through the PPESO, continues to strengthen its commitment to enhancing skills through partnership and collaboration with other stakeholders.

Documentation:



VI. ACCOMPLISHMENTS AND SUBMISSION OF REQUIRED DOCUMENTS

- Submitted the Monthly Accomplishment Report for November 2024 to the Office of the Provincial Administrator
- Submitted the following Reports to the DOLE Isabela Field Office:
 - PESO Statistical Performance Reporting System (SPRS) for December 2024
 - PES Report for December 2024
 - LMI Report for December 2024
 - Employment Coaching Report for December 2024.
 - 4th Quarter Labor Market Analysis

VII. OTHER ACTIVITIES IN THE PROVINCIAL GOVERNMENT

- The Provincial PESO together with the other PGI offices facilitated the distribution of the rice packs (5kg each) under the PGI’s Monthly Rice Subsidy Program for TODA, PWDs, Fisherfolk, Former Rebels, and Kalesa Operators in the various cities/municipalities of the province on the below dates:

DATE	LGU	NO. OF RICE PACKS DISTRIBUTED					TOTAL
		TODA	PWD	FISHERFOLK	FRs	Kalesa	
<u>December 5, 2024</u>	Cabatuan	906	219	116			1241
	Luna	248	293	185			726
<u>December 6, 2024</u>	San Mariano	1235	434	108	249		2026
	Benito Soliven	378	197	20	6		601

A total of **5017** (5kg rice pack) and **5017** (10kg rice pack) were distributed for the month of December 2024.

Documentation:



- The Provincial Public Employment Service Office (PPESO), as one of the main offices tasked with implementing the Isabela Recovery Initiatives to Support Enterprise (I-RISE) program, sent its staff to verify the beneficiaries and assist during the pay-out of the I-RISE Batch 3, for the marginalized sectors in the various cities/municipalities of the province on the below dates:


Scheduled Release	City / Municipality	Number of Beneficiaries								Total Number of Benef
		Butchers (P3,200.00)	Barbers (P2,000.00)	Beauticians (P2,000.00)	Massage/ Masseur (P2,000.00)	Ambulant Vendors (P1,000.00)	Stevedores (P1,000.00)	Pottery Makers (P2,200.00)	Acupuncture ist (P2,200.00)	
December 4, 2024	DELFIN ALBANO	2	24	54	8	177	93	-	-	358
December 13, 2024	CAJAYAN CITY	130	36	35	14	526	44	-	2	787
December 18, 2024	SAN PABLO	-	6	5	1	423	17	-	-	452
	SANTA MARIA	18	30	42	6	115	37	98	-	346
	CITY OF ILAGAN	57	22	34	15	533	40	-	-	701
GRAND TOTAL		207	118	170	44	1,774	231	98	2	2,644

A total of 2,644 I-RISE 3 received financial and rice assistance from PGI.

Documentation:



Prepared by:



CECILIA CLAIRE N. REYES
Provincial PESO Manager