

## Weekly ACCOMPLISHMENT REPORT Period Covering August 15 to 19, 2011

The **Public Affairs Office** continued to be, as they say, “the busiest office”, noting the flux of people, mostly Barangay and Local Government Officials; other individuals representing various Associations; Civic Groups; NGOs; and various Government Entities, coming in and out of the office to either submit and/or follow-up their request addressed to the **Honorable Governor GEORGE “ER” EJERCITO ESTREGAN**.

For this week alone, the Office - serving both as the political and service arm of the Governor, accommodated a total of **336 clientele** (an **average of 67 persons per day**).

Resolutions and other communications from different Cities and Municipalities were received by the Public Affairs Office Staff. Requests range from grandiose Infrastructure Projects; Livelihood Training; Legal Assistance; Medical, Financial & Burial Assistance, even to simple items such as mono-block chairs, hand-pumps, G.I pipes, medical equipments; tree seedlings; sporting goods; paints; filling materials; Barangay Tanod items; uniforms; appliances for raffle prizes; farm gadgets; tarpaulins; rice & gift packs; trophies & medals; among others.

The Public Affairs Office undertook necessary actions on the requests of utmost urgency wherein most of them were endorsed to concerned Government Agencies and coursed either through the Provincial Administrators Office; PSWDO; GSO; PEO; ENRO; FAES; SLO; Legal Office; G.O Executive; G.O Extension Office; G.O Printing & G.O Medical Section;

The Public Affairs office also took the initiative of sending Wreaths of Condolences from Governor “ER” to constituents who passed away during the week.

Other activities include the Update of Office Records and Filing System wherein the Secretariat for each of the five (5) Districts (4<sup>th</sup> District was divided into two) upgraded the Office System through the initiative of Consultants, **CANNIE CALABIA** and **FRITZIE AGUADO** who provided the System’s Programming.

The following **Meetings** were also conducted by the Public Affairs Office Head, Mr. **GENER C. DIMARANAN**:

- **August 15, 2011(Monday)**: Meeting with the **Public Affairs Core Group**, attended by *Executive Assistant* **ROY LOPEZ**; *Over-All Coordinator* **RAMON ALCACHUPAS**; *Consultant on Barangay Affairs* **MIRABO BUESER**; *Consultant on Women’s Welfare* **CANNIE CALABIA**; *Consultant on Youth Activities* **FRITZIE AGUADO**; and *Municipal Coordinators Provincial Leader* **FERNANDO CABANERO** and discussed relative Plans and Strategies.
- **August 16, 2011(Tuesday)**: Meeting of all the **Public Affairs Office Staff** RE: Handling of Clienteles; Records Keeping; Systems Update and Office Management.
- **August 17, 2011(Wednesday)**: Meeting with **CGRL-UP Diliman** Training Director and **Prof. LOZADA** of Laguna University RE: Proposed Training/ Workshop for City & Municipal Coordinators and Office Personnels.
- **August 18, 2011(Thursday)**: *Public Affairs Staff* **ARGIE DIMARANAN** and **ERWIN FLORES** also attended the Cluster Meeting for the Orange Team RE: **Civil Service Month SportsFest** held at the *G.O Executive Conference Room*.
- **August 19, 2011(Friday)**: Meeting with all the **City & Municipal Coordinators** of the different Towns and Cities of the Province held at the Provincial Administrator’s Conference Room.