

	Republic of the Philippines Department of Health BAGUIO GENERAL HOSPITAL AND MEDICAL CENTER Baguio City	
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HOSPITAL PERSONNEL ORDER		

HOSPITAL PERSONNEL ORDER
NO. 2019-1031

CEASAR N. DAMASCO
 10-18-19-4:15

FROM :  **RICARDO B. RUNEZ JR., MD., FPCS, MHA, CESE**
Medical Center Chief II

SUBJECT : Authority to Conduct Physical Count of Property, Plant and Equipment

DATE : **October 17, 2019**

The following members of the Inventory Committee of this hospital are hereby authorized to conduct the above mentioned activity on October 21, 2019 until December 31, 2019 :

<u>NAME</u>	<u>POSITION</u>	<u>OFFICE/DEPARTMENT</u>
Rivera, Teofilo Jr. M.	Supervising Administrative Officer Chairperson	Materials Management Office
Pugong, Cecilia J.	Accountant IV Vice Chairperson	Accounting Office
Jennifer J. Alvarado	Administrative Assistant II	Materials Management Office
Lourdes S. Fecha	Administrative Assistant II Secretariat	Accounting Office
Medical, Dental and Laboratory Equipment		
Pedro M. del Rosario	MET IV (Team Leader)	BIOMED Office
Benjamin C. Amisola	MET II	BIOMED Office
Kristina Cassandra V. Ladia	MET II	BIOMED Office
Celso E. Manangan	MET II	BIOMED Office
Reedan Q. Hullana	MET I	BIOMED Office
IT Equipment and Software and Communication Equipment		
Lester Warre P. Batay-an	CMT II (Team Leader)	MIS Office
Drex Richard C. Carino	CMT II	MIS Office
Jackson G. Damasco	Administrative Assistant II	MIS Office
Sergio C. Jularbal	CMT II	MIS Office
Rowel Jey D. Marquez	Administrative Assistant II	MIS Office
Office Equipment, Furniture and Fixture and Other Property, Plant & Equipment		
Jano R. Cardenas	Administrative Officer III	Materials Management Office
Mario V. Balucanag	Nursing Attendant II	Nursing Service
Eliseo I. Bellong	Hospital Housekeeper	General Service Office
Julio B. Calimlim	Hospital Housekeeper	General Service Office
Ryan Derrick B. Campos	Administrative Assistant I	ISO
Cesar Jose N. Damasco	Administrative Aide III	Central Communication & Records Unit
Antonio R. dela Pena	Administrative aide III	Central Communication & Records Unit
Paul Anthony B. Duquila	Warehouseman III	Materials Management Office

Attendance is mandatory "Jury Duty" to facilitate the conduct of physical count of inventories in compliance to Commission on Audit's Rules and Regulations.