In the interest of the service, the POEA top and middle management shall hold its Annual Corporate Planning (Corplan) on 7 January 2002 at the POEA Auditorium from 8:00 am to 5:00 pm. A per office Year-End Performance Assessment (YEPA) on 4 January 2002 shall also be held at the respective Conference Rooms of the Office Directors.

The following are directed to attend:

**Directorate:**

1. Lorna O. Fajardo  
   Dep. Administrator, Management Services
2. Angeles T. Wong-Garcia  
   Dep. Administrator, Employment & Welfare
3. Jaime P. Gimenez  
   OIC-Dep. Administrator, Licensing & Adjudication
4. Ricardo R. Casco  
   Director, Welfare & Employment Office
5. Viveca C. Catalig  
   Director, Licensing & Regulation Office
6. Carmelita S. Dimzon  
   Director, Pre-Employment Services Office

**Director IIs/OICs:**

7. Albert Abalayan  
   Adjudication Branch
8. Stella Banawis  
   Marketing Branch
9. Felicitas Bay  
   Anti-Ilegal Recruitment Branch
10. Corazon Borbolla  
    Legal Research, Docket & Enforcement Branch
11. Nimfa De Guzman  
    Planning Branch
12. Carolina De Leon  
    Administrative Branch
13. Alberto Dolosa  
    Recruitment Regulation Branch
14. Nicanor Javier  
    Employment Branch
15. Nini Lanto  
    Employment Regulation Branch
16. Hermogenes Mateo  
    Licensing Branch
17. Ma. Salome Mendoza  
    Landbased Center
18. Cesar Leon Moscoso  
    Electronic Data Processing Branch
19. Felixbarta Romero  
    Government Placement Branch
20. Elmira Sto. Domingo  
    Welfare Services Branch
21. Ramon Tionloc  
    Seabased Center
22. Candida Vistro  
    Finance Branch
Division Chiefs/OICs:

23. Marilyn Adalia  
   Accounting Division
24. Alda Alfaro  
   Central Records Division
25. Jovencio Abara  
   Prosecution Division
26. Lolita Aragon  
   Budget Division
27. Francy Baldoza  
   Landbased Employment Center
28. Russel Ian Gasmeña  
   Operations & Surveillance Division
29. Reynaldo Cabrera  
   Labor Assistance Center
30. Liberty Casco  
   Landbased Employment Center
31. Estrella Castro  
   Seabased Employment Center
32. Dolores Crisostomo  
   Landbased Employment Center
33. Alfonso De Castro  
   Docket & Enforcement Division
34. Susana De Guzman  
   Legal Research Division
35. Mel Candano  
   Policies & Programs Division
36. Nascel Gabito  
   Information & Education Division
37. Maybelle Gorospe  
   Workers Education Division
38. Renato Limjuco  
   Cash Division
39. Paterno Juridico  
   Databank Division
40. Leonel Labrador  
   General Services & Property Division
41. Barbara Lamzon  
   Recruitment & Documentation Division
42. Teresita Laurel  
   Manpower Development Division
43. Yolanda Paragua  
   Seabased Employment Center
44. Armando Roa  
   Balik-Manggagawa Processing Division
45. Marietta Robles  
   Client Services Division
46. Ramona Quijano  
   Systems Development & Operations Division
47. Eleonor Samson  
   Market Research & Standards Division
48. Robert Tuazon  
   Assistance and Welfare Division
49. Ma. Rita Marbella  
   Human Resources Development Division
50. Joyce Sanchez  
   Manpower Registry Division
51. Laura Timonera  
   Inspection Division
52. Lucia Villamayor  
   Licensing Division

Special Assistants to the Administrator:

53. Jone Fung  
    OE Legal Counsel
54. Rammex Tiglao  
    Ombudsman
Heads of Special Units/Others:

55. Felicidad Aboga
56. Leona Venus Nicolas
57. Rachel Rosete

POEA Information & Assistance Center
Household Workers Center
Internal Audit Unit

Secretariat:

58. Dunhill Alcantara
59. Lorenzo Almendares
60. Ana Blas
61. Rosita Capistrano
62. Marjorie Alcott Protesta
63. Augusto San Diego
64. Samuel Valle
65. Criselda Tenorio
66. Eric Mico

The Secretariat shall coordinate with the respective offices on the documentary requirements and final program of activities.

For compliance.

Rosalinda-Dimapilis Baldoz
Administrator