



Provincial Government of Albay
Provincial Information Office (PIO)

ANNUAL ACCOMPLISHMENT REPORT

JANUARY 2018– DECEMBER 2018

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I. EXECUTIVE SUMMARY

The Albay Provincial Information Office is the hub for information dissemination for the Provincial Government of Albay. It uses all available channels to deliver pertinent information to promote and educate the public about the plans and programs of the Provincial Government of Albay and drum up support.

The Albay Provincial Information Office also coordinates and delivers information to the tri-media for wider dissemination of information and data.

For this year, the Provincial Information Office has also assumed the role of producing communications, drafting and creating messages for the Governor and letters for various departments.

The Mandate of the Albay Provincial Information Office

Handles coverage and documentation of all Provincial Government of Albay's (PGA) activities and events.

Maintains Social Media accounts of PGA-PIO.

Organizes and facilitates press conferences for major PGA activity launchings.

Conducts special projects for event promotion.

Handles and monitors compliance of all media contracts (CableTV, radio stations, newspapers, media men).

Provides press releases for both local and national print media and local radio stations.

Organizes and sets-up photo exhibits showcasing the major events of the province.

Produces video documentaries on special events of the province.

Provides latest news articles, pictures and videos for uploading in the official website of the province (www.albay.gov.ph).

Handles the lay-outing and creation of the official publication of PGA.

Produce communication materials for the Governor.

Vision

The Provincial Information Office (PIO) is the information hub of all programs, projects and activities (PPAs) of the Provincial Government of Albay.

Mission

To ensure that all information regarding PGA PPAs are widely disseminated to all Albayanos thereby creating a well-informed citizenry.

Organization Outcome

Delivered fully all the targets in the organization's plans and programs.

II. THREE (3) MAIN DIVISIONS

The Provincial Information Office is divided into three division of information channels, these are:

- **The Social Media Team** – Handles all the media coverage and the production of materials to be released for public consumption. These includes, but not limited to, press releases, photographs, and videos. Aside from social media postings, they also handle the operation of the LED walls and the distribution of press releases to media outlets.
- **The Publication Group** – Produces and prints printed materials, such as newsletters, Information and Educational Campaign materials, handbooks, and magazines for the promotion and awareness of the PGA programs, projects, and activities.
- **The Communications Group** – produces communication materials such as messages, letters, and speeches for the Office of the Governor and for various departments upon request.

III. MONTHLY ACCOMPLISHMENTS

JANUARY:

Press Releases – 63
Facebook Posts (Pictures, write-ups, Live Stream Videos) – 218
Area Assessments with Drone Video Captures – 6 barangays
Messages – 14

FEBRUARY:

Press Releases – 54
Facebook Posts (Pictures, write-ups, Live Stream Videos) – 242
Area Assessments with Drone Video Captures – 2 barangays
Coverage of Medical Missions and Relief Operations -12
Messages – 12

MARCH:

Press Releases – 38
Facebook Posts (Pictures, write-ups, Live Stream Videos) – 235
Coverage of Medical Missions and Relief Operations -10
Messages – 16

APRIL:

Press Releases – 31
Facebook Posts (Pictures, write-ups, Live Stream Videos) – 223
Coverage of Medical Missions and ESA Payouts -6
Messages – 26
Drone video and photo captures – 7 projects

MAY:

Press Releases – 43
Facebook Posts (Pictures, write-ups, Live Stream Videos) – 309
Coverage of Medical Missions and ESA Payouts -6
Drone photos and videos capture – 4 projects and infrastructures
Messages – 21

JUNE:

Press Releases – 25

Facebook Posts (Pictures, write-ups, Live Stream Videos) – 214
Coverage of Medical Missions and ESA Payouts -3
Messages – 13

JULY:

Press Releases – 21
Facebook Posts (Pictures, write-ups, Live Stream Videos) – 221
Coverage of Medical Missions and ESA Payouts -2
Messages – 15

AUGUST:

Press Releases – 23
Facebook Posts (Pictures, write-ups, Live Stream Videos) – 206
Messages – 17

SEPTEMBER:

Press Releases – 20
Facebook Posts (Pictures, write-ups, Live Stream Videos) – 230
Coverage of Medical Missions and Temporary Shelter Assistance - 2
Messages – 14

OCTOBER:

Press Releases – 16
Facebook Posts (Pictures, write-ups, Live Stream Videos) – 212
Messages – 11

November:

Press Releases – 15
Facebook Posts (Pictures, write-ups, Live Stream Videos) – 180
Messages – 10

December:

Press Releases – 20
Facebook Posts (Pictures, write-ups, Live Stream Videos) – 205
Messages – 15

IV. OTHER ACCOMPLISHMENTS

Publication:

1st Quarter Newsletter – 1000 pcs – Distributed to all barangays of Albay, business establishments and educational institutions in Albay, and to guests of the PGA.

2nd Quarter Newsletter – 1000 pcs - Distributed to all barangays of Albay, business establishments and educational institutions in Albay, and to guests of the PGA.

3rd Quarter Newsletter – 1700 pcs – To be distributed.

4th Quarter newsletter – 1700 pcs – For printing.

Violence Against Women Barangay Desk Handbook – 1000 pcs – To be turned over to Board Member Eva Ribaya for distribution to the Barangays.

Daily operation and monitoring of the LED walls inside the Albay Astrodome and atop the APSEMO Building.

Layout designs for bulletin boards and tarps.

Production of Mayon Coffee Table Book – in finalization process.

TOTAL ACCOMPLISHMENTS FROM JANUARY – DECEMBER 2018

Press Releases – 369

Facebook Posts (Pictures, write-ups, Live Stream Videos) – 2,695

Coverage of Medical Missions, Temporary Shelter Assistance, and ESA Payouts - 41

Drone photos and videos capture – 19 projects and infrastructures

Messages – 184