

Republic of the Philippines
CITY GOVERNMENT OF TARLAC
CITY ECONOMIC ENTERPRISE MANAGEMENT OFFICE

ACTION PLAN/PROGRAMS AND SCHEDULE OF ACTIVITIES CY 2023

NO	PPAs	ACTIVITY	OBJECTIVES	TARGET PERIOD	RESPONSIBLE
1	- Trainings and Capability Building for personnel and stallholders				
		On site training and orientation for newly awarded stall holders	Improve the level of awareness and knowledge towards the partnership between the City Government and Stallholders and improve the implementation of the Tarlac City Omnibus Market Code	JAN-DEC	CEEMO
		Balik eskwela Baratillo Caravan (Riverwalk, Uptown, Downtown Market)	* Build a loyal base of supporters or "suki" and gain recognition primarily in Tarlac City and in the neighboring towns. * Attract new participants while maintaining a high retention rate for caravan/baratillo attendees.	2nd Quarter	CEEMO & RUA Market

		Holiday Season Baratillo Caravan (Riverwalk, Uptown, Downtown Market)	<p>*Demonstrate brand value to potential Caravan sponsors</p> <p>*Successfully monetize event concepts and achieve profitability for the Tarlac Public Market</p>	4th Quarter	CEEMO & RUA Market
		Training and workshop for GEO TAGGING reports for Task Force Market	To identifying the geographical location of a person, group, activity or device by means of digital information processed via the Internet.	1st Quarter	CEEMO
		Training for Office Automation (Stallholder masterlist, Electric bill automation, creation of file sharing via LAN, etc)	<p>Data storage requires less space.</p> <p>Real-Time data storage and retrieval. It immediately retrieves information. It eliminates the need to keep paper records.</p> <p>Removes the possibility of data redundancy.</p> <p>Allows several persons to access data. Errors are reduced.</p>	1st Quarter	CEEMO

		Team Building for CEEMO Personnel	The primary aims of team-building are to increase productivity and motivation. Taking workers out of the office allows groups to break through political and personal boundaries, minimize distractions, and have fun. (Happy workforce is a productive workforce)	3rd Quarter	CEEMO
		Benchmarking in Pangasinan and Sangitan (N.E) Bagsakan, Farmers Cubao and Marikina Markets	To build a set of metrics for internal management and to utilize these measures to identify best practices. To aid decision-making and assist Market authorities in meeting their operational, environmental, and strategic objectives.	1st Quarter	CEEMO
		Meat Inspection briefing/orientation for Market Inspectors and Task Force Market in coordination with the City Veterinary Office	To integrate ceemo personnel into the work environment Meat Inspectors, acquaint present activities, and future goals and Inform applicable regulations and procedures.	1st Quarter	CEEMO
2	Market Utilities / Construction	NEW CEEMO OFFICE Construction	To end up in the right Office Space Staff to be happier, more efficient & settle quickly (Happy workforce is a productive workforce)	1st Quarter	CEEMO

RESOURCES REQUIRED
Chairs, Sound System, Projector, White Screen, Snacks
Tokens for participants, prizes for customer/stallholder games during the program, tables, chairs, sound set up, snacks (Expenses based on the submitted PPA)

Tokens for participants,
prizes for
customer/stallholder games
during the program, tables,
chairs, sound set up, snacks
(Expenses based on the
submitted PPA)

Chairs, Sound System,
Projector, White Screen,
Snacks

Chairs, Sound System,
Projector, White Screen,
Snacks

Venue, Food,
Transportation, Prizes and
tokens for games (Expenses
based on the submitted
PPA)

Transportation, Food
(Expenses based on the
submitted PPA)

Chairs, Sound System,
Projector, White Screen,
Snacks

Expenses/Cost based on
the submitted PPA