Informe de Comisión

Para la justificación de viáticos y pasajes.

Dirección Estatal o de Plaza: TUXTLA GUTIERREZ

Fecha Informe: 05/11/2024

Nombre: RAUL ENRIQUE SANCHEZ ESPINOSA

Gafete: 5805

No. De Viaje: 2171

Periodo del viaje: DEL 24 AL 25 DE OCTUBRE DE 2024

Destino: TUXTEPEC, OAXACA.

Acciones a realizar:

- Reunión con el personal de las Representaciones Tuxtepec, revisión de avance y objetivos de colocación, productividad, enero-sept., necesidades de las oficinas.
- Firma de Convenio de Difusión con Cámara Empresarial, CANACO SERVYTUR TUXTEPEC.
- Seguimiento de locales comerciales para la reubicación de la oficina en Tuxtepec, Oax.

Resultados:

- Se presentaron avances en la colocación enero-octubre 2024:

OFICINA	ENE	FEB	MAR	ABR	MAY	JUN	JUL	AGO	SEP	OCT	NOV	DIC	TOTAL	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	$ 5.76
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	-$ 0.09
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	$ 1.49
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	$ 0.86
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	$ 1.86
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	$ 4.24
TOTAL DE TUXTLA GTZ	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	$ 12.52

- Se presentó la productividad por analista enero-septiembre 2024:

PRODUCTIVIDAD POR ANALISTA 2024

Gafete	Nombre de personal	Clasificación	ENERO	FEBRERO	MARZO	ABRIL	MAYO	JUN	JUL	AGO	SEPT	OCT	NOV	DIC	PROM ANUAL
2413	Lozano Cruz Trinidad	Front	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]					11.19
2416	Camilo Dominguez Roman	Front	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]					11.49
2849	Niño Mendoza Alma Delia	Front	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]					14.02
3855	Aguilar Mendez Lilibeth	Front	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]					12.26
6752	Merlin Villanueva Homero	Front	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	15					12.53
6511	Lopez Cruz Giovana Eduviges	Front	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]					13.54
6742	Ramirez Perez Sandra Nallely	Comercial	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]					8.18
7085	Hernandez Ambrosio Lee Moises	Front	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]					9.58
7661	Garcia Justiniano Monica	Front	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]					11.66
7217	Moreno Duramiel Josue Esteban	Front	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]					13.39
7324	Lopez de Leon Edith Elizabeth	Front	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]					13.35
7309	Escobar Garcia Alonso	Front	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]					14.60
6827	Perez Aguilar Belen Maria	Front	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]					15.44
7081	Marquez Cruz Joselyne	Front	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]					16.29
2782	Ramirez Santana Luz Elena	Front	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]					17.22
7321	Sanchez Roman Esther	Front	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]					23.45
7322	Martinez Rosas Flavio	Front	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]					17.68
7308	Cordero Zea Alicia del Socorro	Front	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]					9.33
7906	Valdez Coldomez Myriam	Front	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]					13.73
8129	Muñiz Reyes Lucila	Front	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]					15.88
8181	Fonseca Cabrera Roberto Carlos	Front	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]					24.07
8202	Vazquez Roque Adriana Del Carmen	Front	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]					18.69

- Se exhorto al personal de cumplir con las actividades encomendadas de front, cobranza, afiliaciones de ct´s y la productividad de 14 créditos autorizados por día.
- Se le exhorto al personal el cumplimiento en todo momento el Manual de calidad y el SGC.

Al realizar estas reuniones de trabajo y visitas de supervisión, se puede retroalimentar al personal de los avances en los objetivos, analizar, corregir e implementar estrategias exitosas, detectar en tiempo necesidades importantes de la oficina, permitiendo con ello mejora en la imagen, servicio y el logro de los objetivos.

Conclusiones:

Con estas acciones cumplimos el compromiso de contribuir local y regionalmente a los objetivos planteados a la D.G. para 2024 y cumplimiento de la visión y misión del Instituto Fonacot.

Atentamente,

ING. RAUL ENRIQUE SANCHEZ ESPINOSA

Nombre y firma