



LEY DE ACCESO A LA INFORMACION PÚBLICA ARTÍCULO 10 NUMERAL 4
INFORMACIÓN DE OFICIO
PUESTOS EN EL RENGLÓN 011 "PERSONAL PERMANENTE"
JULIO 2022

No	NOMBRE DEL EMPLEADO		PUESTO OFICIAL	SUELDO BASE	BONOS		TOTAL DEVENGADO	DESCUENTOS	SALARIO LIQUIDO
				SUELDO 011	BONO AFECTO	BONO NO AFECTO			
1	Erick Estuardo	Cárdenas Lima	Director General	Q. 22,000.00	Q. 375.00	Q. 2,750.00	Q. 25,125.00	Q. 2,907.33	Q. 22,217.67
2	Rudy Orlando	González Zepeda	Coordinador de Comunicación Social	Q. 15,000.00	Q. 375.00	Q. 250.00	Q. 15,625.00	Q. 1,510.87	Q. 14,114.13
3	Andrea Estefany	Monterroso de Paz	Secretario General	Q. 10,000.00	Q. 0.00	Q. 250.00	Q. 10,250.00	Q. 923.25	Q. 9,326.75
4	Pedro Angel	Francisco Campos	Recepcionista	Q. 5,000.00	Q. 0.00	Q. 250.00	Q. 5,250.00	Q. 376.63	Q. 4,873.37
5	Cintha Rocío	Díaz Castillo	Subdirector General	Q. 17,000.00	Q. 375.00	Q. 2,250.00	Q. 19,625.00	Q. 1,925.54	Q. 17,699.46
6	Ligia Roxana	Guevara Vega	Asistente de Subdirección General	Q. 7,000.00	Q. 0.00	Q. 250.00	Q. 7,250.00	Q. 595.28	Q. 6,654.72
7	Erwin Orlando	Raxon Dubon	Coordinador de Planificación	Q. 15,000.00	Q. 375.00	Q. 250.00	Q. 15,625.00	Q. 1,510.87	Q. 14,114.13
8	Antonio Rafael	Campos Olivero	Coordinador del Equipo Multidisciplinario	Q. 15,000.00	Q. 375.00	Q. 1,250.00	Q. 16,625.00	Q. 1,620.20	Q. 15,004.80
9	Rosario Karina	Cotoc Morales	Asistente Administrativa	Q. 5,000.00	Q. 0.00	Q. 250.00	Q. 5,250.00	Q. 376.63	Q. 4,873.37
10	María Andreé	Castro Gálvez	Sub-Coordinador	Q. 12,000.00	Q. 375.00	Q. 250.00	Q. 12,625.00	Q. 1,182.90	Q. 11,442.10
11	Claudia Noemí	Reyes Porras	Sub-Coordinador	Q. 12,000.00	Q. 375.00	Q. 250.00	Q. 12,625.00	Q. 1,182.90	Q. 11,442.10
12	Ivan Dario	Jiménez	Sub-Coordinador	Q. 12,000.00	Q. 375.00	Q. 250.00	Q. 12,625.00	Q. 1,182.90	Q. 11,442.10
13	Lilian Arcelly	Pineda Contreras	Sub-Coordinador	Q. 12,000.00	Q. 375.00	Q. 250.00	Q. 12,625.00	Q. 1,182.90	Q. 11,442.10
14	Manuel Arturo	Samayoa Domínguez	Coordinador de Asesoría Jurídica	Q. 15,000.00	Q. 375.00	Q. 250.00	Q. 15,625.00	Q. 1,510.87	Q. 14,114.13
15	Julio César	Paz Gramajo	Coordinador de Registro	Q. 15,000.00	Q. 375.00	Q. 250.00	Q. 15,625.00	Q. 1,510.87	Q. 14,114.13
16	Melany	Escobar Galindo	Asistente de Registro	Q. 7,000.00	Q. 0.00	Q. 250.00	Q. 7,250.00	Q. 595.28	Q. 6,654.72
17	Byron René	Castillo Casasola	Técnico en Informática	Q. 5,000.00	Q. 0.00	Q. 250.00	Q. 5,250.00	Q. 376.63	Q. 4,873.37
18	Didia Olivia	Solis Urrutia	Coordinador de Auditoría Interna	Q. 15,000.00	Q. 375.00	Q. 250.00	Q. 15,625.00	Q. 1,510.87	Q. 14,114.13
19	Heidi Andrea	Calmo Rendón	Coordinador de Administración Financiera	Q. 15,000.00	Q. 375.00	Q. 250.00	Q. 15,625.00	Q. 1,510.87	Q. 14,114.13
20	Feliciano	Merlos Sanchez	Jefe de Contabilidad	Q. 10,000.00	Q. 375.00	Q. 250.00	Q. 10,625.00	Q. 964.25	Q. 9,660.75



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JULIO 2022

No	NOMBRE DEL EMPLEADO		PUESTO OFICIAL	SUELDO BASE	BONOS		TOTAL DEVENGADO	DESCUENTOS	SALARIO LIQUIDO
				SUELDO 011	BONO AFECTO	BONO NO AFECTO			
21	Jose Pedro	Montenegro Santos	Jefe de Presupuesto	Q. 10,000.00	Q. 375.00	Q. 250.00	Q. 10,625.00	Q. 964.25	Q. 9,660.75
22	Cristina Clemencia	Abadia Bolaños	Jefe de Tesorería	Q. 10,000.00	Q. 375.00	Q. 250.00	Q. 10,625.00	Q. 964.25	Q. 9,660.75
23	Milton Enrique	Hernández Najarro	Encargado de Compras	Q. 7,000.00	Q. 0.00	Q. 250.00	Q. 7,250.00	Q. 595.28	Q. 6,654.72
24	Omar Avidan	Reyes Villeda	Encargado de Servicios Generales y Transporte	Q. 3,387.10	Q. 0.00	Q. 120.97	Q. 3,508.07	Q. 209.12	Q. 3,298.95
25	Emilio	Interiano Godoy	Encargado de Inventarios y Almacén	Q. 7,000.00	Q. 0.00	Q. 250.00	Q. 7,250.00	Q. 595.28	Q. 6,654.72
26	Petrona	Maquin Sub	Conserje	Q. 3,500.00	Q. 0.00	Q. 250.00	Q. 3,750.00	Q. 216.09	Q. 3,533.91
27	Lilian Magaly	Zacarias Mejía	Coordinador de Recursos Humanos	Q. 7,258.06	Q. 181.45	Q. 120.97	Q. 7,560.48	Q. 459.32	Q. 7,101.16
28	Jorge Luis	Cartagena Siguenza	Jefe de Gestión de Recursos Humanos	Q. 10,000.00	Q. 375.00	Q. 250.00	Q. 10,625.00	Q. 964.25	Q. 9,660.75

SISTEMA DE NÓMINA Y REGISTRO DE PERSONAL
Información de Oficio

Ley de acceso a la información - Art. 10 Numeral 4
 Detalle de Puestos y Salarios

FECHA 01/08/2022
 HORA : 15:37.28
 REPORTE: R00810143.rpt

Institución: CONSEJO NACIONAL DE ADOPCIONES -CNA-

Dependencia: CONSEJO NACIONAL DE ADOPCIONES

Cantidad	Puesto Oficial	Salario Base	Total Bono Promedio
7	ABOGADO	11,500.00	625.00
1	ANALISTA PROGRAMADOR	7,000.00	250.00
2	ASISTENTE	5,000.00	250.00
2	ASISTENTE ADMINISTRATIVA	5,000.00	250.00
1	ASISTENTE ADMINISTRATIVO	5,000.00	250.00
1	ASISTENTE DE REGISTRO	7,000.00	250.00
1	ASISTENTE DE SUBDIRECCION GENERAL	7,000.00	250.00
1	ASISTENTE TÉCNICO DE RECURSOS HUMANOS	5,000.00	250.00
2	ASISTENTE TÉCNICO FINANCIERO	5,000.00	250.00
2	CONSERJE	3,500.00	250.00
1	COORDINADOR DE ADMINISTRACIÓN FINANCIERA	15,000.00	625.00
1	COORDINADOR DE ASESORÍA JURÍDICA	15,000.00	625.00
1	COORDINADOR DE AUDITORÍA INTERNA	15,000.00	625.00
1	COORDINADOR DE COMUNICACION SOCIAL	15,000.00	625.00
1	COORDINADOR DE PLANIFICACIÓN	15,000.00	625.00
1	COORDINADOR DE REGISTRO	15,000.00	625.00
1	COORDINADOR DEL EQUIPO MULTIDISCIPLINARIO	15,000.00	1,625.00
1	DIRECTOR GENERAL	22,000.00	3,125.00
1	ENCARGADO DE COMPRAS	7,000.00	250.00
1	ENCARGADO DE INVENTARIOS Y ALMACÉN	7,000.00	250.00
1	ENCARGADO DE NOMINA	7,000.00	250.00
1	JEFE DE CONTABILIDAD	10,000.00	625.00
1	JEFE DE GESTIÓN DE RECURSOS HUMANOS	10,000.00	625.00
1	JEFE DE PRESUPUESTO	10,000.00	625.00
1	JEFE DE TESORERIA	10,000.00	625.00
3	MÉDICO	11,500.00	625.00
1	MENSAJERO	3,500.00	250.00
1	PEDAGOGO	9,500.00	625.00
8	PILOTO	4,000.00	250.00
4	PROCURADOR	5,000.00	250.00
22	PSICÓLOGO	9,500.00	625.00
1	RECEPCIONISTA	5,000.00	250.00
1	SECRETARIO GENERAL	10,000.00	250.00
4	SUB-COORDINADOR	12,000.00	625.00
1	SUBDIRECTOR GENERAL	17,000.00	2,625.00
1	TÉCNICO EN ASISTENCIA A FAMILIAS	5,000.00	250.00
2	TÉCNICO EN AUDITORÍA INTERNA	7,000.00	250.00
1	TÉCNICO EN INFORMÁTICA	5,000.00	250.00
1	TECNICO EN PLANIFICACION	7,000.00	250.00
20	TRABAJADOR SOCIAL	9,500.00	625.00

Total de Puestos por Dependencia: 106

1. The first part of the document discusses the importance of maintaining accurate records of all transactions.

2. It is essential to ensure that all data is entered correctly and that the system is regularly updated.

3.

4. The second part of the document outlines the various methods used to collect and analyze data.

5. These methods include surveys, interviews, and focus groups.

6. The results of these methods are then used to identify trends and patterns in the data.

7. The third part of the document discusses the importance of data security and privacy.

8. It is crucial to ensure that all data is protected and that access is restricted to authorized personnel.

9. The fourth part of the document discusses the importance of data backup and recovery.

10. It is essential to have a plan in place to ensure that data is backed up regularly and can be recovered in the event of a disaster.

11. The fifth part of the document discusses the importance of data archiving.

12. It is essential to have a plan in place to ensure that data is archived properly and can be accessed when needed.

13. The sixth part of the document discusses the importance of data retention.

14. It is essential to have a plan in place to ensure that data is retained for the appropriate amount of time.

15. The seventh part of the document discusses the importance of data deletion.

16. It is essential to have a plan in place to ensure that data is deleted properly and securely.

17. The eighth part of the document discusses the importance of data migration.

18. It is essential to have a plan in place to ensure that data is migrated properly and without loss.

19. The ninth part of the document discusses the importance of data integration.

20. It is essential to have a plan in place to ensure that data is integrated properly and without loss.

21. The tenth part of the document discusses the importance of data synchronization.

22. It is essential to have a plan in place to ensure that data is synchronized properly and without loss.

23. The eleventh part of the document discusses the importance of data consistency.

24. It is essential to have a plan in place to ensure that data is consistent across all systems.

25. The twelfth part of the document discusses the importance of data accuracy.

26. It is essential to have a plan in place to ensure that data is accurate and reliable.

27. The thirteenth part of the document discusses the importance of data availability.

28. It is essential to have a plan in place to ensure that data is available when needed.

29. The fourteenth part of the document discusses the importance of data integrity.

30. It is essential to have a plan in place to ensure that data is intact and unaltered.

31. The fifteenth part of the document discusses the importance of data confidentiality.

32. It is essential to have a plan in place to ensure that data is kept confidential and secure.

33. The sixteenth part of the document discusses the importance of data non-repudiation.

34. It is essential to have a plan in place to ensure that data cannot be denied or repudiated.

35. The seventeenth part of the document discusses the importance of data authentication.

36. It is essential to have a plan in place to ensure that data is authentic and trustworthy.

37. The eighteenth part of the document discusses the importance of data authorization.

38. It is essential to have a plan in place to ensure that data is accessed by authorized personnel only.

39. The nineteenth part of the document discusses the importance of data accountability.

40. It is essential to have a plan in place to ensure that data is accounted for and tracked.

41. The twentieth part of the document discusses the importance of data transparency.

42. It is essential to have a plan in place to ensure that data is transparent and accessible to all stakeholders.

SISTEMA DE NÓMINA Y REGISTRO DE PERSONAL
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Total de Puestos por Institución:106

Bonos de la Institución: CONSEJO NACIONAL DE ADOPCIONES -CNA-

Bono	Tipo de Bono
BONIF. PROFESIONAL	VALOR FIJO
BONO ACUERDO GUBERNATIVO 66-2000	VALOR FIJO
BONO ACUERDO GUBERNATIVO 66-2000 PERSONAL TEMPORAL	VALOR FIJO
BONO DE RESPONSABILIDAD CNA	VALOR FIJO
BONO DE RESPONSABILIDAD CNA	VALOR FIJO
BONO INCENTIVO CNA	VALOR FIJO
Total de Bonos:	6