CS Form No. 34-E Series 2018

National Government Agencies/ Government-Owned or Controlled Corporations/State Universities and Colleges

(Stamp of Date of Receipt)

Republic of the Philippines

## **VISAYAS STATE UNIVERSITY**

(Name of Agency)

## PLANTILLA OF CASUAL APPOINTMENTS (REAPPOINTMENT-RENEWAL)

Department/Office: UNIVERSITY REGISTRAR

**INSTRUCTIONS:** 

Source of Funds: A.I.A

- (1) Only a maximum of fifteen (15) appointees must be listed on each page of the Plantilla of Casual Appointments.
- (2) Indicate 'NOTHING FOLLOWS' on the row following the name of the last appointee on the last page of the Plantilla.
- (3) Provide proper pagination (Page n of n page/s)."

	NAME OF APPOINTEE/S				POSITION TITLE	EQUIVALENT	TRIAN	PERIOD OF EMPLOYMENT		ACKNOWLEDGEMENT OF APPOINTEE	
	Last Name	First Name	Name Extension (Jr/III)	Middle Name	(Do not abbreviate)	SALARY/ JOB/ PAY GRADE	DAILY	From (mm/dd/yyyy)	To (mm/dd/yyyy)	Signature	Date Received
1	BARTOLINI	MANUEL		CUARENTA	Administrative Aide III	SG-3	591.77	1/1/2021	6/30/2021	MOZ	2-4-21
2	RESTOR	CHRISTAN MIKHAEL		DIAZ	Administrative Aide III	SG-3	591.77	1/1/2021	6/30/2021	M	2-11-21
	****NOTHING FOLLOWS****								PERIOR IOI ROBER	Lil	
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The abovenamed personnel are hereby hired/appointed as casuals at the rate of compensation stated opposite their names for the period indicated. It is understood that such employment will cease automatically at the end of the period stated unless renewed. Any or all of them may be laid-off any time before the expiration of the employment period when their services are no longer needed or funds are no longer available or the project has already been completed/finished or their performance are below par.

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APPOINTING OFFICER / AUTHORITY

**CSC NOTATION** 

**CSC Official** 

I his is to certify that all requirements and supporting papers pursuant to CSC MC No. 24, s. 2017, as amended, have been complied with, reviewed and found in order.

> LOURDES B. CANO **HRMO**

EDGARDO E. TULIN

**President** 

Date:

1/1/2021

Date:

1/1/2021

Date:

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