

Republic of the Philippines  
**Visayas State University**  
Baybay City, Leyte

**PLANTILLA OF CASUAL APPOINTMENT**

Department/Div.: **Human Resource Mgt. and Development Office**

Source of Funds: **A.I.a**  
Date Prepared by HRMO: **07/01/08**

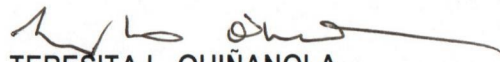
Name of Appointee/s	Position	Level	SG	Daily Wage/ Salary	Period of Employment		If renewal (include date of previous employment)
					From	To	
GRAVADOR, Merle N.	Administrative Aide I	1	1	P 254.09	July 1, 2008	Dec. 31, 2008	Jan. 1- June 30, 2008

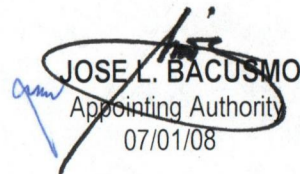
The above named personnel is hereby hired/appointed as casuals at the rate opposite his/her name for the period indicated. It is understood that such employment cease automatically at the end of the period stated unless renewed. Any or all of them may be laid-off anytime before the expiration of the 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.

**CERTIFICATION:**

This is to certify that all the requirements are pursuant to CSC MC NO.40, s.1998 as amended, have been complied with, reviewed and found in order.

**APPROVED:**

  
**TERESITA L. QUIÑANOLA**  
Supervising Adm. Officer  
07/01/08

  
**JOSE L. BACUSMO**  
Appointing Authority  
07/01/08

Pinagtibay alinsunod sa resolusyon ng  
Komisyon ng Serbisyo Sibil **Blg.93-58-42**  
na may petsa Enero 1, 1994.

THIS IS TO CERTIFY THAT THE POSITIONS  
STATED HEREIN WHERE PUBLISHED ON  
**06/13/08** IN **CSC BULLETIN** PURSUANT TO  
CSC MC NO.20,S. 2002.

  
**TERESITA L. QUIÑANOLA**  
DATE \_\_\_\_\_ HRMO/PO

VERIFIED BY: \_\_\_\_\_