Republic of the Philippines Visayas State University Baybay, Leyte

PLANTILLA OF CASUAL APPOINTMENT

Source of Funds: A. III. B., I

Date Prepared by: ODAHRD 01/01/11

Department/Div.: Institute of Tropical Ecology

		SG	Daily Wage/ Salary	Period of Employment		If renewal (include date of
Name of Appointee/s Position	Leve			From	То	previous employment)
Administrative Aide I Administrative Aide I Administrative Aide III Administrative Aide VI	1 1 1 1	1 1 3 VI	P 279.50 P 279.50 P 332.14 P 418.36	Jan. 1, 2011 Jan. 1, 2011 Jan. 1, 2011 Jan. 1, 2011	June 30, 2011 June 30, 2011 June 30, 2011 June 30, 2011	Nov. 1-Dec. 31, 2010 Nov. 1-Dec. 31, 2010 Nov. 1-Dec. 31, 2010 Nov. 1-Dec. 31, 2010
	Administrative Aide I Administrative Aide I Administrative Aide III	Administrative Aide I 1 Administrative Aide I 1 Administrative Aide III 1	Administrative Aide I 1 1 Administrative Aide III 1 3	Position Leve I SG Salary Administrative Aide I 1 1 P 279.50 Administrative Aide III 1 1 P 279.50 Administrative Aide III 1 3 P 332.14	Position Leve I SG Salary From Administrative Aide I 1 1 P 279.50 Jan. 1, 2011 Administrative Aide III 1 1 P 279.50 Jan. 1, 2011 Administrative Aide III 1 3 P 332.14 Jan. 1, 2011	Position Leve I SG Salary From To Administrative Aide I 1 1 P 279.50 Jan. 1, 2011 June 30, 2011 Administrative Aide III 1 1 P 279.50 Jan. 1, 2011 June 30, 2011 Administrative Aide III 1 3 P 332.14 Jan. 1, 2011 June 30, 2011

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.

Director, ODAHRD 01/01/11 APPROVED:

JOSE L. BACUSMO
Appointing Authority
01/01/11

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 11/30/10 IN CSC BULLETIN PURSUANT TO CSC MC NO.20,S. 2002.

LOURDES B. CANO Dir. ODAHRD

VERIFIED BY:	