

CS Form No. 001 (Revised 1998)

## Republic of the Philippines VISAYAS STATE UNIVERSITY Baybay, Leyte

## PLANTILLA OF CASUAL APPOINTMENT

Department/Div: Cash Division

Source of Funds: A.I.a

| Name of Appointee/s  | Position   | Level | SG    | Daily Wage/<br>Salary | Date Prepared by HRMD Period of Employment   |   | If renewal(include date of  |
|--|--|-------|-------|-----------------------|--|---|---|
|  |  |       |       |                       | From   | То  | previous employment)  |
| Description of the Albays of t | ADMIN AIDE III<br>ADMIN AIDE III<br>ADMIN AIDE III | 1 1 1 | 3 3 3 | 332.14                | JAN. 1, 2010<br>JAN. 1, 2010<br>JAN. 1, 2010 | FEB. 28, 2010<br>FEB. 28, 2010<br>FEB. 28, 2010 | JULY 1-2009-DEC. 31, 2009<br>JULY 1-2009-DEC. 31, 2009<br>JULY 1-2009-DEC. 31, 2009 |

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 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.

TERESITA L. QUIÑANOLA

Sup Admin Officer 1/1/2010

APPROVED:

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 12/15/09 IN CSC BULLETIN PURSUANT TO CSC MC NO. 20.S, 2002.

TERESITA L. QUINANOLA HRMO/PO

VERIFIED BY: