



VISAYAS STATE COLLEGE OF AGRICULTURE
Baybay, Leyte

MS. MA. NENA Q. RAMOS

VISCA

Baybay, Leyte

Sir/Madam:

You are hereby appointed

- INSTRUCTOR I -

RECEIVED
JUN 19 1990
CIVIL SERVICE COMMISSION

Forty-two thousand four hundred eighty
per annum, effective June 19, 1990
with compensation at the rate of PESOS (P 42,480.00)

(state nature of appointment whether original, renewal, promotion, transfer, reinst.,
Temporary
Renewal

(State employment status whether temporary, substitute, permanent or provisional in case of teachers).

Position to be filled:

Old Item No. _____ Page _____

Approp. Act New Item No. 15 Page _____

Approp. Act No. 67

Civil Service Eligibility: _____

Title of Exam. Taken _____

Place of Examination _____

Date of Examination _____

Highest Educational Attainment: BS Experimental Statistics

Latest salary received: _____

42,480.00 p.a. Effective 7-1-89

Maiden Name, if married: _____

RECOMMENDED BY: _____

Head, Dept of Ag Eng. & App. Math

DO NOT FILL SPACE BELOW

(FOR CIVIL SERVICE COMMISSION ACTION)

Chairman P/PS Board

This is to certify that the appointee has been screened and found qualified by the Promotion/Personnel Selection Board.

CERTIFICATION

Personnel Officer

This is to certify that all requirements and supporting papers pursuant to MC No. 6, 1987, have been complied with, reviewed and found to be in order.

CERTIFICATION

President

By Authority of the Board of Trustees:
Very truly yours,

(Name and status of former incumbent, if there is any. Example: Fe Uy, resigned, promoted, etc.)
None

DISAPPROVED
Lacks approp eligibility
Educ/trng/exp requirements not met
List of eligibles attached from which selection may be made to replaced appointee.

Provisional (Substitute) ☐
Temporary under Section 3 ☐
(Substitute) ☐
Regular (Permanent) ☐
Permanent under Section 5 ☐
Action reconsidered/amended per date ☐
Indorsement

APPROVED
Probationary (for six months) ☒
Temporary (a) ☒
Permanent ☐
Co-Termious ☐
For period of actual services rendered ☐

AUTHORIZED OFFICIAL

LEONORA B. BERINO

Supervising Personnel Specialist

8/13/90

NOTATIONS

- a. Effective 1080/PD 907/PD 997/PD 1408. the effective date of appointee's eligibility under R.A.
- b. Effective _____, the date of release of appointee's eligibility.
- c. If effectivity date is upon assumption of duties, appointment should be made: ☐ effective not earlier than _____, the date of issuance of appointment. ☐ effective _____, the date appointee actually assumed duties of the position.
- d. Co-terminous with the term of Office of _____ unless
- e. ☒ This appointment is effective for one (1) year and will expire on 6/19/91 unless sooner terminated.
- f. Eligibility is not appropriate for the position.
- g. Appointee has not qualified in any civil service examination.
- h. Subject to the outcome of the appeal of the former incumbent, under Exec-Order No. 17, if any.
- i. Without prejudice to the final outcome of the protest filed against this appointment.
- j. Provided that the separation of former incumbent is in order.
- k. Subject to the provisions of MC86-05 dated March 4, 1988 of the MLC:
- l. Subject to the limitations of Section 47 of P.D. 807.
- m. For non-plantilla positions, as _____ Indorsement dated _____ attached to the appointment of _____
- n. Others _____

o. ☒ Provided that there is no pending administrative case against the appointee, no pending protest against this appointment, nor any decision by competent authority that will adversely affect the approval of this appointment.

Name of Appointee Ma Nena O. Ramos

Office/Agency VisCA Baybay Leyte

Position and Salary Instructor I - P42,480.00

Effective Date June 19, 1990

ANY ERASURE OR ALTERATION OF THE ACTION TAKEN BY THE CIVIL SERVICE COMMISSION ON THE APPOINTMENT SHALL INVALIDATE THE SAME UNLESS SUCH ALTERATION(S) HAS/HAVE BEEN CONFIRMED IN A WRITTEN COMMUNICATION BY THE CSC.

DO NOT FILL BELOW THIS LINE