



VISAYAS STATE COLLEGE OF AGRICULTURE
Baybay, Leyte

REC'D. SEC. 36

A. Rulon
11/11/87



October 1 19 87

Engr. ROBERTO C. GUARTE

c/o ViSCA

Baybay, Leyte

Sir/Madam:

You are hereby appointed **INSTRUCTOR**

with compensation at the rate of

Thirty Seven Thousand Twenty Five Pesos & Forty Centavos PESOS (P **37,025.40**)
per annum, effective **November 1, 1987**

Renewal

(state nature of appointment whether original, renewal, promotion, transfer, reinst., etc)

Temporary

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

Position to be filled:

Old Item No. **6-75** Page _____
Approp. Act **BP Blg. 879**
New Item No. **6-53** Page _____
Approp. Act **E.O. 87**

Civil Service Eligibility:

Title of Exam. Taken **None Required**
Place of Examination **NA**
Date of Examination **NA**

Highest Educational Attainment:

Master of Engineering

Latest salary received:

P 37,025.40 p.a. Effective **3-1-87**

Maiden Name, if married:

NA

RECOMMENDED BY:

MARGARITO C. ESCALANTE

Head - DAEM

None

(Name and status of former incumbent, if there is any. Example: Fe Uy, resigned, promoted, etc.)

Very truly yours,

By Authority of the Board of Trustees:

M. R. VILLANUEVA

President

CERTIFICATION

This is to certify that all requirements and supporting papers pursuant to MC No. 6, 1985, have been complied with, reviewed and found to be in order.

TERESITA A. LAO

Personnel Officer/Administrative Officer

CERTIFICATION

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

Chairman P/PS Board

DO NOT FILL SPACE BELOW

(FOR CIVIL SERVICE COMMISSION ACTION)

- ☒ **APPROVED** *as*
☐ Probationary (for six months)
☒ **Temporary** *(o)*
☐ Permanent
☐ Co-Terminous
☐ For period of actual services rendered

- RA 4670**
☐ Provisional (Substitute)
☐ Temporary under Section 3 (Substitute)
☐ Regular (Permanent)
☐ Permanent under Section 5
☐ Action reconsidered/amended per _____ Indorsement date _____

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

WENCESLAO E. VANILLA
CHIEF PERSONNEL SPECIALIST
(AUTHORIZED OFFICIAL)

PLEASE SEE BACK PAGE

NOTATIONS

- a. Effective _____, the effective date of appointee's eligibility under R.A. 1080/PD 907/PD 997/PD 1408.
- 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 _____
- e. This appointment is effective for one (1) year and will expire on _____ 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 MLG.
- l. Subject to the limitations of Section 47 of P.D. 807.
- m. For non-plantilla positions, as _____ at _____ per OCPG _____ Indorsement dated _____ attached to the appointment of _____.
- n. Others _____

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.

Roberto C. Guarte

Name of Appointee

VisCA, Baybay, Leyte

Office/Agency

Instructor - P37,025.40

Position and Salary

November 1, 1987

Effective Date

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

DO NOT FILL BELOW THIS LINE