

Republic of the Philippines
Visayas State University
Baybay City, Leyte

PLANTILLA OF CASUAL APPOINTMENT

Department/Div.: Off. of the Security Services

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	
CAINTIC, Jeremy S.	Security Guard I	1	3	P 301.95	July 1, 2008	Nov. 30, 2008	Jan. 1- June 30, 2008
CAINTIC, Henry S.	Security Guard I	1	3	P 301.95	July 1, 2008	July 31, 2008	Jan. 1- June 30, 2008
ESTOY, Eduardo D.	Security Guard I	1	3	P 301.95	July 1, 2008	Nov. 30, 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 requirements are pursuant to CSC MC NO. 40, s.1998 as amended have been complied with, reviewed and found in order.

Komisyon ng Serbisyo Sibil Big. 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
TERESITA L. QUIÑANOLA
Supervising Adm. Officer
07/01/08

APPROVED:

Jose L. Bacusmo
JOSE L. BACUSMO
Appointing Authority
07/01/08

Teresita L. Quiñanola
DATE TERESITA L. QUIÑANOLA
HRMOIPO

VERIFIED BY: _____