CS Form	No.	34-B
Revised 2	017	

For Accredited/Deregulated National Government Agencies/ Government-Owned or Controlled Corporations/ State Universities and Colleges

Validated per RAI for the month of

(Stamp of Date of Receipt)

Republic of the Philippines **VISAYAS STATE UNIVERSITY** VSU, Baybay City, Leyte (Name of Agency)

PLANTILLA OF CASUAL APPOINTMENT

Department/Office:

Guest House/Pavillion

Source of Funds: A II A

	NAME OF APPOINTE	NTEE/S SUTATE			EQUIVALEN T SALARY/	DATE	PERIOD OF EMPLOYMENT		NATURE OF APPOINTMENT	ACKNOWLEDGEMENT OF APPOINTEE/S	
Last Name	First Name	Name Extensi on (Jr/III)	Middle Name	POSITION TITLE (Do not abbreviate)	The state of the s	DAILY WAGE	From (mm/dd/yyyy)	To (mm/dd/yyyy)	(Original/ Reappointment/ Reemployment)	Signature	Date Received
1 CAINTIC	LENITA		LAPASANDA	Administrative Aide 1	SG-1	477.72	7/1/2018	12/31/2018	REAPPOINTMENT	& Campi	7/9/18
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The abovenamed personnel are hereby hired/appointed as casuals at the rate of compensation stated opposite their names for the period indicated. It is understood that such employment will cease automatically at the end of the period stated unless renewed. Any or all of them may be laid-off any time 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:

APPOINTING OFFICER / AUTHORITY:

ACCREDITED PURSUANT TO:

CSC Resolution No.: 1400350

This is to certify that all the requirements and supporting documents pursuant to CSC MC No. 24, 2017 have been complied with, reviewed and found in order.

LOURDES B. CANO

Highest Ranking HRMO

Date: 6/29/2018

EDGARDO E. TULIN

President

6/29/2018 Date:

Date: 3/3/2014

CSC/HRMO NOTATION Recorded by ACTION ON APPOINTMENTS ☐ Validated per RAI for the month of ______ TVENUT MONIOR DESIGNO TO ALLITMAD Invalidated per CSCRO/FO letter dated _ **STATUS** DATE FILED Appeal ☐ CSCRO/ CSC-Commission **Petition for Review** ☐ CSC-Commission □ Court of Appeals □ Supreme Court