## Republic of the Philippines Leyte State University Baybay, Leyte

## PLANTILLA OF CASUAL APPOINTMENT

Department/Div.:HRMDO

Source of Funds: A.I.a 01 121

Date Prepared by HRMO: Jan. 01, 2002

Name of Appointee/s	Position	Level	SG	Daily Wage/ Salary	Period of Employment		If renewal (include date of previous
					From	То	employment)
	Jan Jan St. Market Market	•					The second second
GRAVADOR, Merle N.	Utility Worker I	1	1	P231.00	January 1, 2002	June 30, 2002	July 1-December 31, 2001
			1			And the second	
			Philips III				
* with 1 day service break/mo.			1				

The above named personnel is hereby hirediappointed 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.

APPROVED:

**Appointing Authority** 

01/01/2002

Pinagtibay alinsunod sa resolusyon : Komisyon ng Serbisyo Sibil Blg. 93-58 na may petsa Enero 1, 1994.

TERESITA L. QUIÑANOLA

OIC, HRMDO 01/01/2002