

Republic of the Philippines
Leyte State University
Baybay, Leyte

PLANTILLA OF CASUAL APPOINTMENT

Department/Div.: Office of Student Affairs

Source of Funds: A.II.a STF (Coll Dorm-777C)

Date Prepared by HRMO: Jan. 1, 2003

Name of Appointee/s	Position	Level	SG	Daily Wage/ Salary	Period of Employment		If renewal (include date of previous employment)
					From	To	
ABENOJA, Jesus M.	Carpenter II	1	5	P 320.14	January 1, 2003	June 30, 2003	July 1-Dec. 31, 2002
LUNA, Meriam M.	Clerk I	1	3	P 274.50	January 1, 2003	June 30, 2003	July 1-Dec. 31, 2002

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.

Pinagtibay alinsunod sa resolusyon ng Komisyon ng Serbisyo Sibil Blg. 93-58-42 na may petsa Enero 1, 1994.

APPROVED:

TERESITA L. QUINANOLA
TERESITA L. QUINANOLA
HRMO IV
01/01/03

PACIENCIA P. MILAN
PACIENCIA P. MILAN
Appointing Authority
01/01/03